Review Session

The Commissioners met at 9:00 a.m. to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 9:00 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Jon Kochis, Dave Levacy, Gregg Marx, Branden Meyer and Tony Vogel.

Legal Questions Under Review and Prosecutor’s Pending Items

- Review/Update the Public Records Policy
  Mr. Marx stated that a current, up to date public records policy is important. He said that hopefully this will be completed by the end of September.

Pending Items

- Lease Agreement for Historical Parks Office- 407 E. Main Street
  Mr. Meyer stated that he is waiting on a response from David Fey regarding this.

- Request for CY2013 allocation for Lancaster Public Transit
  Mr. Meyer stated that the Commissioners are meeting with Carrie Woody later in the afternoon.

- Two additional vacancies on ADAMH Board
  Mr. Meyer stated that he requested information from Rhonda Myers regarding the two vacancies.

Miscellaneous Discussion

- Lancaster Eagle Gazette Article
  Commissioner Davis thanked Carl Burnett for the sensitivity shown when writing the article over the weekend.

Pending Items (continued)

- EOC Plan
  Mr. Kochis stated that he wanted the Commissioners to have time to think about the policy for a week and would like to have a decision made regarding it.

  Commissioner Davis inquired about parking issues at the JFS building.

  Mr. Kochis stated that the parking issues can be overcome. He stated that he would like time with numbers 4, 5 and 6 to allow more time.

  Commissioner Davis stated that he agrees with the changes.

  Commissioner Shupe agreed.

  Commissioner Kiger agreed.

  Mr. Kochis stated that he needs space to store the EMA vehicles. He stated that EMA has 7 vehicles. He mentioned a potential sharing with historical parks if they can find a space.

  Commissioner Shupe stated that David Fey is looking for space to house his equipment.

  Mr. Kochis inquired about the grey buildings at the fairgrounds. He stated that one of their vehicles is 30 feet long and 14 feet high.

  Mr. Vogel stated that the fairgrounds office uses this building for storage.

  Commissioner Davis asked how many vehicles are stored indoors.
Mr. Kochis stated 4 pieces of equipment. He stated that space to store 3 indoors is needed. He stated that the incident command trailer, command vehicle and the trailer with a generator. He stated that the county does not have possession of the command vehicle yet.

Commissioner Shupe asked whether Mr. Kochis would use the fairground building if it was available.

He stated that he would really prefer to have all vehicles stored in the same space if possible.

Mr. Kochis stated that he does not want to rent space to house the vehicles.

Commissioner Kiger asked whether there were any special requirements for the other vehicles.

Mr. Kochis stated no.

Commissioner Davis asked Mr. Kochis to make a list of the EMA owned equipment listing the location where it is stored.

Items that Need New Action/Attention- Requests and Review

- **“Count on Coal” Petition**
  Commissioner Kiger stated that he received information in the mail asking for the Commissioners’ support.
  Commissioner Davis and Shupe stated that they did not recall receiving the information.
  Commissioner Kiger stated that he will re send the information.

- **Railroaders Lease**
  Commissioner Kiger stated that he has been trying to get ahold the group.
  Commissioner Davis asked who Commissioner Kiger met with.
  Commissioner Kiger stated that Phil Lockwood was one person whom he had met with.
  Commissioner Davis suggested giving them a time to respond by, and then change the locks if they do not respond.

Invitations

- **Fairfield Soil & Water Conservation’s 69th Annual Meeting/Banquet- Thursday, September 6 [Election: 5:30 p.m., Banquet: 6:00 p.m., Presentation: 7:00 p.m., Awards: 7:45 p.m./Location: Alley Park, Goslin Nature Center]**
  Commissioner Shupe and Commissioner Kiger stated that they would be attending.
  Commissioner Davis stated that he has a previous conflict that evening.

- **11th Annual Fairfield County Dispatcher Recognition Banquet- Friday, September 7 at 12:00 noon/ Location: Alley Park**
  All three Commissioners plan to attend.

- **Bremen Chamber of Commerce Luncheon- Tuesday, August 28 at 12:00 noon/ Location: Bremen Historical Society**
  All three Commissioners plan to attend.

- **2012 Campaign Kick-Off Breakfast- Tuesday, September 11 at 7:45 a.m./Location: Crossroads**
  Commissioner Shupe and Commissioner Davis stated that they will be attending.

Informational

- Nothing new.

Review Session concluded at 9:14 a.m. The Commissioners went into Recess at 9:26 a.m.
Commissioners’ Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, August 21, 2012 beginning at 10:00 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Ed Laramee, Dave Levacy, Gregg Marx, Branden Meyer, and Bill Miller.

Pledge of Allegiance

Commissioner Davis asked everyone to rise and led the Pledge of Allegiance.

Announcements

No announcements.

Public Comment

No public comment.

Approval of Award of Bid- CDBG FY 2011 Fairfield County, Village of Pleasantville Water Storage Tank Repainting [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Award of Bid- CDBG FY 2011 Fairfield County, Village of Pleasantville Water Storage Tank Repainting [Fairfield County Commissioners], see Resolution 2012-08.21.a.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of Fairfield County Revolving Loan Administrator’s recommendation for approval of the CDBG/RLF Semi-Annual Report [Fairfield County Economic Development]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Fairfield County Revolving Loan Administrator’s recommendation for approval of the CDBG/RLF Semi-Annual Report [Fairfield County Economic Development], see Resolution 2012-08.21.b.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of Service Agreement by and between Fairfield County Job & family Services, Child Protective Services Division and Adriel, Inc. [Fairfield County Job & Family Services]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Service Agreement by and between Fairfield County Job & family Services, Child Protective Services Division and Adriel, Inc. [Fairfield County Job & Family Services], see Resolution 2012-08.21.c.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of Haaf Farms Section 6, Phase 2- Final Acceptance [Fairfield County Regional Planning Commission]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Haaf Farms Section 6, Phase 2- Final Acceptance [Fairfield County Regional Planning Commission], see Resolution 2012-08.21.d.

Regular Meeting #38-2012- August 21, 2012  - 3 -
Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of request for payment and status of funds report- FY 2008 NSP1 Funds- Drawdown for $20,000 Schools [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of request for payment and status of funds report- FY 2008 NSP1 Funds- Drawdown for $20,000 Schools [Fairfield County Commissioners], see Resolution 2012-08.21.e.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of Financial Resolutions

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the following Financial Resolutions:

2012-08.21.f Approval of amended certificate, update revenue accounts, Grant Fund #3011, and Appropriate from unappropriated into a Major Expense Category & Grant Match Transfer from the General Fund- Airport Federal Funds- FY2010 FAA Grant [Fairfield County Commissioners]

2012-08.21.g Approval of amending the certificate & updating the receipts and to appropriate from unappropriated to increase appropriations in a Major Expenditure Object Category and Fund- #2748- Fairfield County Commissioners NSP1 [Fairfield County Commissioners]

2012-08.21.h Approval of payment of invoices without an appropriate carryover purchase order for the ADAMH Board [Fairfield County ADAMH Board]

2012-08.21.i Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]

2012-08.21.j Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]

2012-08.21.k Approval of account to account transfer of appropriations: PA Fund- Fairfield County Job & Family Services [Fairfield County Job & Family Services]

2012-08.21.l Approval to appropriate from unappropriated money Commissary #2442 [Fairfield County Sheriff]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Approval of Authorization for Payment of Bills, August 21, 2012 [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, August 21, 2012 [Fairfield County Commissioners], see Resolution 2012-08.21.n.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe

Regular Meeting #38-2012- August 21, 2012 - 4 -
Meeting with Carrie Woody

The Commissioners met with Carrie Woody and Toby Shamblin from Lancaster Public Transit (LPT) and Lancaster Mayor Dave Smith to discuss funding for Lancaster Public Transit for FY2013. Commissioner Davis called the meeting to order at 10:13 a.m. with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Aunie Cordle, Mike Courtney, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, Toby Shamblin, Mayor Dave Smith, and Carrie Woody.

Commissioner Davis stated that he recalled from last year’s meeting that had the Commissioners decided to fund LPT prior to September 1, LOT could have used the funding to receive matching funds from the state.

Ms. Woody agreed.

Mr. Shamblin stated that Carrie has been working with ODOT to discuss the budget for 2013, but needs written commitment from the Commissioners.

Ms. Woody stated that LPT was requesting $25,000 to continue service countywide.

Commissioner Shupe asked whether this amount is total or what they are requesting from the county.

Ms. Woody stated that this amount is what is needed to make up from what is not being received.

Commissioner Shupe asked whether they serve different zones throughout the county or entire county.

Mr. Shamblin stated that they serve the entire county. He stated that the have received budget cuts. What used to be a 50/10 match is now a 90/10 match from the state. He stated that they try to leverage their federal and state dollars as best as they can.

Commissioner Davis asked whether there was an absence of county funding whether the service outside the City of Lancaster would stop.

Mr. Shamblin stated that they would continue to provide service where and when they can.

Ms. Woody stated that Pickerington and Violet Township are the only ones that can provide matching dollars. She stated that the Village of Carroll has continued to support.

Commissioner Davis asked where and what the jeopardized areas would be.

Mr. Shamblin stated that Berne, Amanda, Sugar Grove and Clearcreek would see a service change.

Commissioner Davis stated that a unit of service was discussed.

Mr. Shamblin stated that the measure is the revenue hours that the buses are on the road. He stated that hours on the road is the largest expense.

Commissioner Davis asked if the service area is jeopardized that revenue hours are at risk.

Ms. Woody stated that 1,000 to 2,000 revenue hours would be jeopardized.

Regular Meeting #38-2012- August 21, 2012
Commissioner Shupe asked whether any schools contract with LPT.

Ms. Woody stated that Pickerington and Amanda-Clearcreek schools do.

Commissioner Shupe stated that any needs assessments that the county has done has shown that transportation is one item that always seems to be one of the largest issues that needs to be addressed in order to provide good service to the residents.

Ms. Woody stated that ridership has tripled since 2007. She stated that they will not be able to provide as many rides next year as they have this current year.

Mayor Smith stated that LPT has received support from United Way, Olivedale, and the Pickerington Senior Center. He stated that LPT has exceeded the use that was estimated. He stated that the limitation is how the need is funded.

Commissioner Davis asked how much the City of Lancaster contributes.

Mayor Smith stated $73,000.

Commissioner Davis asked how much the Commissioners gave last year.

Ms. Woody stated $10,000, but was not able to use the money as match because they received the commitment after their deadline.

Commissioner Davis asked how LPT operates from carryover. He asked whether they have a fiscal year.

Ms. Woody stated that they would like to have carryover. She stated that if LPT has carryover it is not enough money to run the program for a month. She stated that they want all money going to provide trips on the road.

Mr. Shamblin stated that they have never had a “static” budget, it fluctuates every year. He stated that they have to wait to see how much money comes from the Federal and State.

Commissioner Davis asked what Ms. Woody’s title is.

She stated that she is the Administrator of LPT.

Commissioner Davis asked what Mr. Shamblin’s title is.

Mr. Shamblin stated that Superintendent of Transportation.

Commissioner Davis asked whether Mr. Shamblin’s compensation is out of the General Fund.

Mr. Shamblin stated that his salary is paid out of the Department of Transportation’s budget.

Ms. Woody stated that she is the only city employee. She writes the grant, then hires a third party, Ride Right at the operator.

Commissioner Davis asked about the office make up.

She stated that there are dispatchers, trip coordinator.

Commissioner Davis asked whether this is bid out annually.

Mr. Shamblin stated that this is a 3 year contract, with 2 one year extension options.

Commissioner Davis asked for thoughts regarding a potential name change.

Regular Meeting #38-2012- August 21, 2012
Mayor Smith stated that there have been discussions regarding a potential name change. He stated that LPT started out as a service only to the City of Lancaster. He stated that ODOT has been pleased with LPT and has used LPT as an example of how an organization can grow. He stated that if a name change is desired, then a long term commitment from the Commissioners would be wanted.

Commissioner Davis stated that Lancaster Fairfield County Public Transit makes sense. He stated that he is willing to have discussions regarding longer term participation. He stated that immediate pressure is on the grant submittal. He stated that he looks favorably on this.

Commissioner Shupe asked when the deadline is.

Ms. Woody stated that their deadline is September 5.

Mr. Shamblin stated that the Commissioners contribution commitment is significant because of being able to receive matching funds.

Commissioner Kiger asked if service hours were kept the same last year.

Ms. Woody stated that they were kept the same.

Commissioner Kiger stated that there seems to be a long lead time between scheduling rides.

Mr. Shamblin stated that the revenue hours were cut. He stated that they have to schedule two weeks in advance. He stated that the service hours were cut and the buses on the road. He stated that they try to be flexible to get people their trips such as taking them to the grocery.

Mayor Smith stated that LPT was hit hard by cuts. He stated that LPT used to receive $9.00 for every matching dollar, now it is one to one.

Mr. Shamblin stated that LPT is trying to be transparent and stated that the planning and budgeting year to year is difficult.

Ms. Woody stated that their fiscal year is January 1 to December 31. She stated that the payment could be one time or quarterly.

Commissioner Shupe stated that she supports the request especially since it will allow LPT to receive matching funds. She asked whether there is an incentive for townships to contribute.

Ms. Woody stated yes. She stated that Pickerington/Violet Township has two vehicles dedicated to their service area at all times. She stated that Lithopolis also contributes and wants their service to continue. She stated that the ridership is tracked, which remains equal based on funding.

Commissioner Davis asked Mr. Meyer to prepare a letter of support to commit to fund LPT for FY2013 for $25,000.

Commissioner Shupe agreed.

Commissioner Kiger agreed.

Ms. Woody expressed her thanks.

Mr. Shamblin expressed this thanks. He stated that the name discussion will continue.
Commissioner Davis stated that he would prefer a name that would better reflect the service area.

Mayor Smith thanked the Commissioners for their support.

The meeting concluded at 10:46 a.m.

Meeting with Deputy Gary Hummel

The Commissioners met with Deputy Gary Hummel from the Sheriff’s Office to discuss the 2013 CFLP Litter Law Enforcement grant application. Commissioner Davis called the meeting to order at 10:46 a.m. with the following Commissioners present: Steven Davis and Mike Kiger. Also present were Reed Bailey, Carl Burnett, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, and Jon Slater.

Deputy Hummel stated that he is requesting less this year because he will not have to have as many vehicle repairs because he is purchasing a new vehicle with a CFLP grant.

Commissioner Davis thanked Deputy Hummel for purchasing his vehicle from a local dealer.

Deputy Hummel stated that he felt it was important to stay local.

Commissioner Shupe asked about the budget numbers listed on the request.

Deputy Hummel stated that there was a reduction in holidays.

Commissioner Shupe asked whether the salary amount was contractual.

Deputy Hummel stated yes.

Commissioner Kiger inquired about Sirrus radio listed on the vehicle spec sheet.

Deputy Hummel stated that he is purchasing the base model and that Sirrus radio probably comes standard and the service is most likely free for one year.

Ms. Knisley stated that she needs the vehicle information to prepare a resolution for the Commissioners to approve next week.

The meeting concluded at 10:55 a.m. The Commissioners went into Recess.

Review Session (continued)

The Board of Commissioners met at 11:11 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, and Jon Slater.

Miscellaneous Discussion

- Memorandum of Understanding with Clerk of Courts
  Mr. Meyer stated that he needed direction regarding the Memorandum of Understanding between the Clerk of Courts and the Commissioners. He stated that Version 1 was agreed upon and was going to be approved by the Commissioners, and then Version 2 was sent over last week. Mr. Meyer stated that some items in Version 2 were not discussed during the meeting with Deborah Smalley.

  Commissioner Davis stated that the items were not discussed and cannot agree to them.

  Commissioner Shupe agreed.

  Commissioner Kiger stated that he did not recall discussing those items either.

Regular Meeting #38-2012- August 21, 2012
Commissioner Davis directed Mr. Meyer to contact the Clerk of Courts office to say that the Commissioners are ready to enter into an agreement regarding Version 1 and if Version 2 is important, then the Clerk needs to come meet with the Commissioners to discuss this with them next week.

Commissioner Shupe stated that the extended lease is expiring soon.

Commissioner Davis stated that there seems to still be time to handle what needs to be handled.

Commissioner Shupe and Commissioner Kiger agreed.

- **Dog Euthanasia**
  Commissioner Kiger stated that he is meeting with some veterinarians to discuss this issue on August 22. He stated that a photographer has offered her services to take photos of the dogs that could be adopted.

Commissioner Shupe asked whether training has been set up for employees yet.

Commissioner Kiger stated no. He stated that he has made several contacts with the Humane Society of the United States (HSUS) but they have not responded yet.

- **County Commissioners’ Clerk’s Association Regional Meeting**
  Mr. Meyer reminded the Commissioners that the County Commissioners’ Clerk’s Association is having their regional meeting in the Commissioners’ Hearing Room on Friday and the Commissioners’ staff will be attending the meeting.

Review Session concluded at 11:21 a.m. The Commissioners went into Recess.

**Meeting with Rev. Robert McDowell**

The Commissioners met with Rev. Robert McDowell to discuss the vacancy on the ADAMH Board. Commissioner Davis called the meeting to order at 11:28 a.m. with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, and Jon Slater.

Commissioner Davis thanked Rev. McDowell for meeting with the Commissioners. He stated that the Commissioners like to meet with individuals interested in serving on the boards that the Commissioners make appointments to.

Rev. McDowell stated that he has served as the pastor of First United Methodist Church for 3 years. He stated that he saw this as an opportunity to get involved with the community to make a difference, which made him pursue the opening.

Commissioner Davis thanked Rev. McDowell for his willingness to serve on the board.

Commissioner Shupe thanked Rev. McDowell for taking the time to do this.

Commissioner Davis stated that Orman Hall was the previous ADAMH Board director and is now out front regarding the heroin addiction issue by taking the problems with him to the state.

Rev. McDowell stated that his church had a concert sponsoring the Tour de Cause, which raised a lot of money. He wants his church to help educate the community. He wants to see a change in the community. He stated that people can easily get insulated, so he wanted to do this to get outside of his bubble into the real world.

Commissioner Davis asked whether there were any questions from Rev. McDowell. He stated that the appointment would be made at the Commissioners next upcoming meeting.

The meeting concluded at 11:37 a.m. The Commissioners went into Recess.
Meeting with Jen Valentine and Steve Deeter

The Commissioners met with Jen Valentine and Steve Deeter from the Fairfield Department of Health to discuss the 2013 CFLP Health Solid Waste Enforcement grant application. Commissioner Davis called the meeting to order at 1:02 p.m. with the following Commissioners present: Mike Kiger and Judith Shupe. Also present were Steve Deeter, Staci Knisley, Branden Meyer, and Jen Valentine.

Commissioner Shupe stated that Commissioner Davis had shoulder surgery yesterday, attended all of the morning meetings, but needed to leave for the afternoon meeting.

Ms. Valentine stated that they are requesting about the same amount of money as last year except for a 3% raise.

Commissioner Shupe asked whether the Board has made a decision regarding raises.

Ms. Valentine stated that the Board did agree to a 3% increase.

Mr. Meyer asked whether a letter of support is needed.

Ms. Valentine stated yes.

Commissioner Shupe inquired about the tire collection location.

Mr. Valentine stated that it is located at the transfer station.

Commissioner Kiger stated that he has been working with the V.A. regarding their moving date. He stated that the V.A. should be moving by the end of November.

Ms. Valentine stated that she heard the move would occur at the beginning of the year and she is just appreciative that there is a location and that the move will be happening.

The meeting concluded at 1:12 a.m.

Review Session (continued)

The Board of Commissioners met at 11:11 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Mike Kiger and Judith Shupe. Also present were Staci Knisley and Branden Meyer.

Miscellaneous Discussion (continued)

- Budget Retreat
  Mr. Meyer stated that Carri Brown will be discussing the next steps for the county’s Local Government Innovation Fund (LGIF) grant.

  Commissioner Kiger suggested that the Sheriff present about the SCRAP program.

  Ms. Knisley stated that the departments are asking about a potential salary increase for next year.

  Commissioner Shupe asked whether a zero percent increase was where the Commissioners set their parameters.

  Ms. Knisley stated yes. She stated that after August is completed, there will be a better estimate for planning.

  Commissioner Shupe asked about the budget requests for next year.

  Ms. Knisley stated that the Sheriff’s request and the Auditor’s request are both higher than last year. She stated that August 31 is the last day for departments to key their budgets.

  Mr. Meyer stated that someone from the CCAO should be asked to present potentially on state bid requirement changes or maybe discuss the casino revenue.
Commissioner Shupe stated that another association in addition to the CCAO may be good to hear from, but they did not want to come last year.

**Adjournment**

With no more business to discuss, on the motion of Judith Shupe and a second of Mike Kiger, the Board of Commissioners voted to adjourn at 1:29 p.m.

Roll call vote on the motion resulted as follows:
Voting aye thereon: Mike Kiger and Judith Shupe

The next regular meeting of the Board of Commissioners is scheduled for Thursday, August 23, 2012 at 10:00 a.m.

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Motion by: Mike Kiger   Seconded by: Judith Shupe

that the minutes were approved by the following vote:

YEAS: Steven Davis, Mike Kiger, and Judith Shupe    NAYS: None

ABSTENTIONS: None

*Approved on September 4, 2012.

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Steven A. Davis  Mike Kiger  Judith K. Shupe
Commissioner  Commissioner  Commissioner

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Branden C. Meyer, Clerk