

COMMISSIONER'S JOURNAL

Wednesday

Regular

January 21, 2009

The Coshocton County Commissioners meet in Regular session on Wednesday, January 21, 2009 with Mr. Dane Shryock, Mr. Gary Fischer and Mr. D. Curtis Lee in attendance. Also present was Mr. Ken Smailes, WTNS, Mr. Joohn Border, COTC Intern, and Mrs. Mary Beck, Administrator/Clerk.

Minutes

Mr. Fischer made a motion, seconded by Mr. Lee to approve the minutes of the Wednesday, January 14, 2009 meeting.

Vote: Shryock	yea
Fischer	yea
Lee	yea

Resolution 2009-05

Mr. Terry Miller and Mrs. Mindy Fehrman attended the meeting to discuss the possible layoffs that will be required at the Department of Job and Family Services. Mrs. Fehrman stated that they have had 3 cuts to their budget totaling \$194,000. This is affecting their staff significantly. At this time it is affecting 4 staff members. They are eliminating 2 part-time positions, a temporary position as well as one full-time position. These cuts are representative of cuts in all divisions of the agency. If they receive another cut, there will be more lay-offs in the future. Mr. Lee made a motion, seconded by Mr. Fischer to sign Resolution 2009-05 which will address the issue of employee layoffs at the Department of Job and Family Services.

Vote: Shryock	yea
Fischer	yea
Lee	yea

Court Square Request

Mr. Fischer made a motion, seconded by Mr. Lee granting permission to Coshocton Firefighter IAFF L216 the use of the Court Square on August 8, 2009 for a 5-K Run for MDA.

Vote: Shryock	yea
Fischer	yea
Lee	yea

Blanket Meeting Request – Recorder's Office

Mr. Lee made a motion, seconded by Mr. Fischer to approve a Blanket Meeting Request for the Recorder's Office to attend meetings directly related to the Recorder's Office and Ohio Recorders Association. Expenses will not exceed the budgeted line item for travel.

Vote: Shryock	yea
Fischer	yea
Lee	yea

Airport Board Appointment

Mr. Lee made a motion, seconded by Mr. Fischer to appoint Mr. Mark Chaffin, Fresno, Ohio to serve the unexpired term of Mr. Tim Cox on the Regional Airport Board. Mr. Chaffin was recommended by the Regional Airport Authority.

Vote: Shryock	yea
Fischer	yea
Lee	yea

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Then and Now Certificates

Mr. Fischer made a motion, seconded by Mr. Lee to approve the following Then and Now Certificates which have been certified by the County Auditor.

<u>PAYEE</u>	<u>AMOUNT</u>	<u>DEPARTMENT</u>	<u>ACCOUNT NUMBER</u>
Benefit Resource Group	\$2,400.00	Commissioners	002-0100-5260.01
Tyler CLT	\$11,512.50	Auditor	040-0100-260.00
D & J Enterprise	\$90.00	Commissioners	001-0420-5200.01
Woodbury Outfitters	\$16.04	Dog & Kennel	010-0100-5200.00
Coshocton Lumber Co.	\$9.08	Commissioners	001-0420-5200.00
BBBS – Side By Side	\$505.00	DJFS	030-0101-640.00
River View GAP	\$380.03	DJFS	030-0100-400.02
Help Me Grow/Serv. Coord.	\$623.76	DJFS	030-0100-400.02
My Pitter Patter Learning Center	\$609.00	DJFS	030-0101-400.00

Vote:	Shryock	yea
	Fischer	yea
	Lee	yea

Emergency Response Plan

Mr. Fischer made a motion, seconded by Mr. Lee to sign the Contact and Information Management Systems (CIMS) Emergency Response Plan (ERP) Information Sharing Data Sheet for Mr. Bernie Minet, EMS Director.

Vote:	Shryock	yea
	Fischer	yea
	Lee	yea

Cleaning – Annex, Courthouse, Commissioners and Juvenile/Probate

Mrs. Robin Schonauer attended the meeting to discuss the cleaning services of the above buildings. Due to budgetary cuts, the Commissioners have decided to have the Maintenance Department take over the cleaning of these buildings. This will be a cost savings of \$38,000 per year. With this cost savings, it will decrease the possibility of an employee being laid-off at this time. With that being said, we are purchasing sweepers and supplies for those buildings. The Commissioners are encouraging employees to do whatever light cleaning they can to help take the additional load off the Maintenance Department. There are Community Service Workers and Jail Trustees assigned to the Maintenance Department daily and they may be assisting under the direct supervision of the Maintenance Department.

Discussion – 2009 Budget

Mr. Dave Dilly, Recorder, Mrs. Michelle Darner, County Treasurer and Mrs. Sandra Corder, County Auditor attended the meeting to discuss the 2009 budget. Mr. Dilly stated that as everyone knows, we are facing tough times with the budget. They have discussed how to approach everything. They look at the Commissioners to give them guidance on which way to go. One thing they have discussed is reducing hours. They are considering the day after Thanksgiving and the day after Christmas as taking those days off without pay. They work 70 hours biweekly and they understand that this might not be possible for all departments. Mrs. Darner stated that certain offices have times throughout the year that they are busier than other times. The offices in the Annex Building share employees sometimes and that helps her office out tremendously. She tries to be proactive in cost saving measures. She is in the process of certifying the taxes and they are looking at the end of the month or the first of February for those tax bills to go out. Mrs. Corder stated that we really won't know the impact of the settlement until the majority of the taxes are collected. She noted that the Commissioners are cutting their budget 11.3% and they are wondering

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2009 Budget Discussion

how we were able to cut that amount. They are looking for guidance on these issues. She stated that she had planned to purchase equipment but she is now putting that on hold. Mr. Shryock stated that part of the savings is not replacing a retiree, letting a part-time employee go and at this time making the full-time receptionist position part-time only. We cut the cleaning contracts and the Maintenance Department will be taking that over. We are also asking that employees do light cleaning as well to help with this if they can. Mrs. Corder stated that she has a benefit that the other two officials here today do not have. She can shift monies from the general fund to the Real Estate Assessment fund. She finds it very difficult to go to her employees and ask her employees to cut their hours when there are other departments in the county that work 80 hours and cost the general fund monies. She stated that the Commissioners lead by example. It is very difficult for her to go back to her employees and sell that she is cutting their hours and the Commissioners are not cutting their employees hours. Mr. Shryock stated that as an elected official we are responsible for our own offices. They are all county employees but they do not all work for the Commissioners. He stated that we as Commissioners are charged with setting a budget for the Commissioners employees. We have cut 11.3% from our budget and that includes the Commissioners Office as well as Maintenance, Maintenance Garage and IT. Mrs. Corder stated that people say that the Commissioners are not feeling the pain that other offices are. Mr. Shryock stated that he feels we do feel the pain. It is their decision to determine where they make their cuts just like it is her decision to make cuts to her department. Mrs. Corder stated that she feels that the Commissioners are sucking the general fund when they can cut \$15,000 from their 110 budget by cutting employees hours. Mr. Shryock stated that we are cutting our budgets 11.3% which is more than most departments and how we do that, is our decision. It is important for us as a board to make the determinations of where we cut our budgets. Mrs. Corder stated that she does not feel this is right because at this time, she will have to make an adjustment to her employee's hours. Mr. Lee stated that he has been in office 20 days and he stated that we are asking everyone else to make cuts, and our office is not cutting any hours other than moving a full-time position to part-time and not replacing positions. Mr. Shryock reiterated that cuts must be made and whether we decrease employee's hours or cut employees, we end up with the same bottom line.

Executive Session

At 9:53 a.m. Mr. Lee made a motion, seconded by Mr. Fischer to go into executive session to discuss personnel hiring, firing, discipline and compensation with Mr. Dilly, Mrs. Corder and Mrs. Darner. All vote aye. At 10:02 a.m. Mr. Shryock returned the meeting to regular session. No action taken.

Mrs. Corder stated that they intend to come in monthly to update the Commissioners on the sales tax as well as budget issues throughout the state. Mr. Dilly stated that he will be unable to pay his association dues. Mrs. Corder stated that she depleted her travel budget and she is not planning to pay her association dues as well. Mrs. Corder asked if the Commissioners would encourage all departments to take the day after Thanksgiving and Christmas off without pay. Mr. Shryock stated that if they would like to do that he has no issue with them doing this. He suggested that they get an opinion to determine if there is a need for any legal action when decreasing an employees pay. If other offices do this there will be a need for further discussion. Mrs. Corder stated that they would just like the Commissioners to lead by example. Mr. Dilly stated that most generally those days are low traffic days. Mrs. Corder stated that whatever the decision, they will have to make a unified one as their offices work closely together.

Litter Report

Mr. Jeff Wherley attended the meeting to give a Litter update for 2008. He stated that they will be moving the Recycling Trailer into the Village of West Lafayette. It will be located in a vacant lot on Main Street. He reviewed the Litter Collection for the 2008 calendar year. He then went over the educational side of the grant. He did 38 presentations and 9 public presentations as well. He

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Litter Report Continued

held collections for tires, appliances and household hazardous waste. He reviewed the numbers for the recycling trailers in 2008. The totals for the trailers are down overall for aluminum and steel as it was profitable for residents to do their own recycling of aluminum and steel. They have a new trailer location in Tiverton. Tiverton will be a good benchmark to determine whether they will expand further into the county. He then stated that the 2009 contract have pay raises included in the grant. The District has approved these salary increases and he is asking the Commissioners to consider giving the Litter employees the salary increase that was approved by the District. He thanked the Commissioners for their consideration. Mr. Shryock asked Mr. Wherley to come back February 2nd to discuss the possibility of salary increases. The Commissioners thanked him for attending.

Executive Session – Ike Reger

At 10:30 a.m. Mr. Lee made a motion, seconded by Mr. Fischer to go into executive session to discuss personnel hiring, firing, discipline or compensation. All vote aye. At 10:34 a.m. Mr. Shryock returned the meeting to regular session with the following action taken. Mr. Fischer made a motion, seconded by Mr. Lee to appoint Mr. Ike Reger as Maintenance Supervisor effective immediately.

Vote:	Shryock	yea
	Fischer	yea
	Lee	yea

Executive Session – personnel

10:45 a.m. Mr. Fischer made a motion, seconded by Mr. Lee to go into executive session to discuss personnel hiring, firing, discipline and compensation. Mrs. Beck was asked to leave the session. All vote aye. At 11:02 a.m. the meeting was returned to regular session. No action taken. At 11:10 a.m. Mr. Fischer moved to go back into executive session, seconded by Mr. Lee. All vote aye. At 11:29 a.m. the meeting was returned to regular session. No action taken.

Executive Session – Personnel

At 11:03 a.m. Mr. Lee made a motion, seconded by Mr. Fischer to go into executive session with Mr. Tracy Schlarb and Mr. Bob Walsh to discuss personnel hiring, firing, discipline and compensation. All vote aye. At 11:06 a.m. the meeting was returned to regular session with the following action taken: Mr. Lee made a motion, seconded by Mr. Fischer to sign resolution 2009 - 06 abolishing the jobs of Garage Supervisor and Mechanic effective February 5, 2009 and also presenting these employees with a lay-off notice letter.

Vote:	Shryock	yea
	Fischer	yea
	Lee	yea

Discussion – Vehicle Maintenance

Lt. Jim Crawford and Lt. Bill Kobel attended the meeting at the request of the Commissioners to discuss the Maintenance Garage. Mr. Shryock stated that as of the 11:03 executive session, the Maintenance Garage positions have been abolished. He stated that the Commissioners have continually requested that the Maintenance Garage prove their department as a vital department. This has continually been addressed and still nothing done. In June of 2008, we required the Vehicle Maintenance Garage to complete work orders to show the amount of productivity coming



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Discussion Continued

from that department. On average they worked approximately 11% of the time. This has been a very difficult decision on the part of this board. Effective February 5, 2009 we will no longer have a Maintenance Garage. We have had some discussion of another county agency taking on the repair of the vehicles. We have monies set aside for repairs to general fund departments only. Mr. Kobel stated that this will affect the Sheriff's Department immensely. For the Sheriff's Department to be able to go to a shop in the area, it will affect their ability to stop in and have a repair done immediately. Mr. Shryock stated that he has had discussions with the County Engineer and he would be open for further discussions to provide that service to the Sheriff. This is a preliminary discussion only and if they would not be interested in that service, they will need to let us know. Lt. Kobel questioned the possibility for the need to bid out this service. Lt. Crawford stated that he did not feel that we would need to have it bid out, and would like to consider exploring the idea of the County Engineer. Mr. Shryock then stated that we have faced some tough decisions with these job abolishments. Mr. Crawford stated that they had meetings with the employees yesterday and will need to cut two employees. Mr. Shryock stated that if they had not made this decision in the maintenance garage, there could have been more cuts to deputies. Mr. Crawford stated that they and their employees understand that as well. Mr. Fischer stated that we have done some restructuring in our office with letting go our part-time employee, not replacing our retired employee and making our reception position part-time instead of full-time. Mr. Fischer stated that the reason they requested that they attend today was to make certain they were aware of this situation before they heard it on the news. Mr. Crawford stated that this is difficult, but we will get through it. The Commissioners thanked them for attending.

Recess

At 11:57 a.m. Mr. Shryock moved the meeting to recess. At 12:59 p.m. Mr. Shryock returned the meeting to regular session.

Humane Society Payment

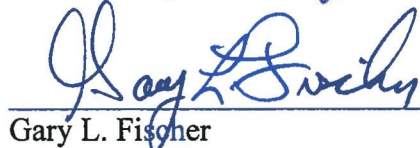
Mr. Fischer made a motion, seconded by Mr. Lee to pay the Humane Society \$2,121.00 per month effective the month of January 2009 and until further notice.


Vote:	Shryock	yea
	Fischer	yea
	Lee	yea

Adjourn

At 1:12 p.m. Mr. Shryock adjourned the meeting.


Dane R. Shryock


Gary L. Fischer


D. Curtis Lee


Administrator/Clerk