

**Regular Meeting #8 - 2016**  
**Fairfield County Commissioners' Office**  
**February 16, 2016**

**Review**

The Commissioners met at 9:06 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jason Dolin, Jeff Porter, Jim Bahnsen, Michael Kaper, Jerry Perrigo, Todd McCullough, Mary Beth Lane, AJ Lacefield, Scott Zody, Spencer Remoquillo, Aundrea Cordle, Holly Mattei, and Dennis Keller.

- Legal Update

Mr. Dolin stated that there were no updates.

- Administration and Budget Update/Carri's List

- a. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

The IT Department proposed the approval of the social media policy following its vetting among a work group and the Data Board. All elected officials and department heads had opportunity to review the policy and provide input and feedback.

The Engineer proposed approval of the annual highway mileage certification for the Ohio Department of Transportation and the purchase of equipment under the state purchasing program.

The Clerk of Courts proposed an amendment to the current lease for the Title Department in Pickerington to reflect the new owner of the building that is leased. The amendment has been approved to form by the County Prosecutor.

There were multiple financial resolutions to approve, such as:

- Account to account transfers of appropriations to allow for proper classification of expenditures for the Clerk of Courts Legal Department;
- Appropriations from unappropriated funds for EMA, FCFAF, REA, and Adult Community Corrections special revenue funds; and
- The traditional bill list and/or "then and now" related approvals.

- b. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week. Ms. Brown asked if there were questions, and there were none.

Ms. Brown reported that there were no budget updates at this time.

- c. Jail and Public Safety facility Update

Commissioner Davis reported that he had just met with Ms. Brown and Mr. Keller to discuss the jail construction. The project is on time and is still operating within the Guaranteed Maximum Price (GMP). The pilings will be completed this month.

Ms. Brown reported that Mr. Keller holds regular meetings with Granger, and Granger continues to progress very well. We continue to monitor the project.

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The review packet contained Granger's January report. There were no problems to report with the project. Ms. Brown pointed out the "dashboard" elements of the Granger report.

At the end of last week, the jail population was 215. Last night, it was 207.

d. Roundtable – February 11<sup>th</sup> – Debriefing

Ms. Brown reported that the Board of County Commissioners hosted a quarterly roundtable for elected officials and department heads on February 11. Participants indicated that the content of the agenda was relevant and helpful.

We encourage all to review the checklist for follow up actions to be taken.

The slide show for the records center planning was sent to all elected officials and department heads. We will hear more about the timekeeping work group, and the resolution for the policy manual update is on schedule for February 23.

e. State of the County Address – April 19

Ms. Brown reported that the state of the county address is scheduled April 19 (this is a new date!). The date has changed due to the State of the Schools address was closely scheduled. This will allow time for all to attend both events. The theme is "Safe and Secure Fairfield County" which mirrors the NACO theme for County Awareness Month in April.

We have met with representatives of the Lancaster-Fairfield Chamber of Commerce to begin planning the event. We hope to use the Fairfield County Records Center for the location of the State of the County Address.

f. Bravos

Thank you to Theresa Haynes, Christina Foster, Rachel Elsea, and Staci Knisley for helping to organize the roundtable meeting.

- Old Business

- a. Buckeye Lake State Park Dam

- Mr. Levacy reported that the deep drillings have started. He will have more information to report next week.

- b. Update regarding communication with the City of Lancaster Water Department

- Mr. Davis reported that he stays in close communication with Mike Nixon, the Superintendent of the City of Lancaster Water Department for legitimate concerns.

- New Business

- There was no new business that was discussed.

- General Correspondence Received

- a. Letter from Tim Hall re: Retirement (A card of congratulations was sent.)
    - b. FCBDD February Newsletter (in folder)

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- Calendar Review/Invitations Received
  - a. Bremen Chamber Lunch – Tuesday, February 23<sup>rd</sup> at 11:30 a.m.
    - 1. Commissioner Kiger will attend
  - b. Lancaster State of the City Address – Wednesday, February 24<sup>th</sup> at 7:30 a.m. at Olivedale
    - 1. Commissioner Kiger & Commissioner Levacy will attend
    - 2. Ms. Brown indicated that she had a previously scheduled meeting with David Conley with Rockmill consultants, and the Board indicated that she should keep that meeting.
  - c. Invitation to volunteer for MOW annual national March for Meals Campaign the week of March 14-18
    - 1. Ms. Brown reported that a global email will go out today to allow all county employees to participate if interested.
- FYI
  - a. 2016 Special Dates
  - b. Upcoming EMA Trainings
  - c. Based on a number of questions from County Auditor's staff and multiple employees, we have requested the County Auditor issue guidance to all elected officials and department heads on taxable benefits of uniforms and clothing items inventoried as supplies.
  - d. VSC move update – ATT is now ready to install the lines for the VSC move; thank you to everyone for being patient in working with our vendor. Mr. Keller reported that the move will happen in the next few days.
- Issues (none)
- Open Items (none)

**Recess**

Mr. Davis stated that the Commission was in recess at 9:16 a.m. and will reconvene at the Regular Meeting.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 16, 2016 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Branden Meyer, Jason Dolin, Spencer Remoquillo, Scott Zody, Dennis Keller, Todd McCullough, Jon Kochis, Jeff Porter, Aundrea Cordle, Mary Beth Lane, Rick Szabrak, Christina Foster, and Jim Bahnsen.

**Pledge of Allegiance**

Commissioner Davis asked everyone to rise as able, and he led the Pledge of Allegiance.

**Announcements**

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Commissioner Davis asked if there were any announcements.

Ms. Brown stated that she and Clerk Meyer would like to thank the county road crew for their efforts for keeping the Fairfield County roads safe. Mr. Davis stated that he would like to thank the City of Lancaster road crews for their efforts, also. Mr. Kiger added that he would like to thank the Fairfield County Maintenance staff for keeping the sidewalks and parking lots clear.

**Public Comment**

Commissioner Davis asked if anyone from the public who would like to speak or offer comments. There were no public comments.

**Approval of Minutes for Tuesday, February 9, 2016 & Tuesday, February 11, 2016 Regular Meeting**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, February 9, 2016 and Tuesday, February 11, 2016 Regular Meeting.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis

**Approval of the Adult Probation Resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the Adult Probation resolution authorizing to approve additional appropriations by appropriating from unappropriated into a major expense object category for Fund# 2689, Adult Community Based Correction; see resolution 2016-02.16.a.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of the Auditor's Office Resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the Adult Probation resolution authorizing to appropriate from unappropriated in a major expense object category for Real Estate Fund# 2022; see resolution 2016-02.16.b.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of the Clerk of Courts Resolutions**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Clerk of Courts resolutions:

- |              |  |
|--------------|--|
| 2016-02.16.c | A resolution approving an account to account transfer in a major object expense category-Clerk of Courts Legal Division [Clerk of Courts- Legal]                             |
| 2016-02.16.d | A resolution to approve a Tenant Estoppel Certificate relating to the Fairfield County Title Office located at the Pickerington Run Shopping Center [Clerk of Courts- Title] |

Discussion: Clerk Branden Meyer stated that resolution "c" is for a new cash drawer for a new staff member. Resolution "d" is to reflect the new owner for the leased Pickerington Title Office space.

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Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of the Emergency Management Agency's Resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to authorize the request for appropriations for receipts for EMA Fund# 2091 (subfund 8090) HMEP Grand Fund 2014/2015 Planning, see Resolution 2016-02.16.e.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of the Engineer's Office Resolutions**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2016-02.16.f            A resolution to approve the Annual County Highway System Mileage Certification for 2015. [Engineer]

2016-02.16.g            A resolution to purchase two (2) 2016 Western Star 4700 SF Single Axle Cab and Chassis for the Fairfield County Road Department. [Engineer]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of Family, Adult, and Children First Council Resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to authorize to appropriate from unappropriated in a major expense object category for Fund# 7521; see Resolution 2016-02.16.h.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of Information Technology Resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to authorize the approval of the Fairfield County Social Media Policy; see Resolution 2016-02.16.i.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

**Approval of Payment of Bills Resolutions**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

2016-02.16.j            A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]

2016-02.16.k            A resolution to approve the payment of the vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]

Roll call vote of the motion resulted as follows:



