

REGULAR MEETING #18 - 2020
FAIRFIELD COUNTY COMMISSIONERS' OFFICE
APRIL 21, 2020

AGENDA FOR TUESDAY, APRIL 21, 2020

- 9:00 AM Review
Regular Meeting
Pledge of Allegiance
Announcements & Public Comments
Approval of Minutes for Tuesday, April 14, 2020
Auditor
- 2020-04.21.a A resolution approving an account to account transfer in major expenditure object categories for General Fund# 1001 – Fairfield County Auditor/Information Technology (I.T.) [Auditor- Admin]
Commissioners
- 2020-04.21.b A resolution authorizing the reduction appropriations in major expenditure object categories for the General Fund # 1001 - Fairfield County Commissioners [Commissioners]
Common Pleas Court
- 2020-04.21.c A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2422, TECH Grant - Fairfield County Common Pleas Court [Common Pleas Court]
Economic Development
- 2020-04.21.d A resolution to approve an amendment to the Fairfield County EDA RLF Plan. [Economic and Workforce Development] [Economic & Workforce Development]
Emergency Management Agency
- 2020-04.21.e A resolution to appropriate from unappropriated in a major expenditure object category EMA 2090 Emergency Management Agency Fund [EMA]

Engineer

- 2020-04.21.f A Resolution to Approve the Contract with The Shelly Company for the FAI-CR33A-0.000 Resurfacing Project. [Engineer]
- 2020-04.21.g A Resolution to Approve the Notice to Commence for the FAI-CR33A-0.000 Resurfacing Project [Engineer]
- 2020-04.21.h A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for repairs and maintenance and services [Engineer]
- 2020-04.21.i A Resolution to Approve the Contract with Axis Civil Construction, LLC for the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project. [Engineer]
- 2020-04.21.j A Resolution to Approve the Notice to Commence for the BER-34 Guardrail Improvement Project [Engineer]
- 2020-04.21.k A Resolution to Approve the Contract with J&J Bridge Company, Inc. for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project. [Engineer]
- 2020-04.21.l A Resolution to Approve the Notice to Commence for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project [Engineer]

Family, Adult, and Children First Council

- 2020-04.21.m A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 7521, subfund#8232 – Family Adult Children First [Family, Adult and Children First Council]

JFS

- 2020-04.21.n A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]

Utilities

- 2020-04.21.o A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5854 Lift Station [Utilities] [Utilities]

The next Regular Meeting is scheduled for Tuesday, April 28, 2020 at 10:00 a.m.

Adjourn

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

Review

The Commissioners met at 9:00 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: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Innerphase Video. Joining via teleconference were Joshua Horacek, Jon Kochis, and Larry Hanna.

- Welcome

Mr. Davis welcomed the group and stated how desperately the Commissioners are looking forward to a new day and meeting in person again.

- COVID-19 Update

Jon Kochis, EMA Director updated the group by phone.

Mr. Kochis stated that they are cautiously going through the COVID -19 statistics with optimism while acknowledging signs of concern.

The data EMA is using is beyond positive cases, and they are going straight to hospitalization. It is steady growth but not a rate that the county cannot manage at this time.

Yesterday, there was an announcement about the county's first death due to COVID-19. While very sad, the occurrence was inevitable given the size of the community.

Mr. Davis asked how they were doing with PPE.

Mr. Kochis replied they had already distributed the stockpile from the Federal Government and now await the order paid by county general fund dollars. He stated nothing additional is needed from the Commissioners. He thanked them for the extra cleaning of the building after an employee tested positive. That employee is cleared after today to return to work.

Mr. Levacy asked what kind of quality was required for face masks.

Mr. Kochis reviewed the equipment that had been received.

Mr. Fix asked how the stock for first responders was at this time.

Mr. Kochis replied that with the distribution of the PPE purchased locally they should see a good stock across the community. The hospital is well-stocked, and the fire departments are half-stocked. Generally, everyone is ok, but with the next push, the

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

community should be well-stocked. He did have a concern with state prisons (and mentioned SCI) especially given what is reported in Pickaway County.

Mr. Fix also asked how the Sheriff's Office was at this time.

Mr. Kochis stated they had enough PPE and were doing some isolating and proper quarantining. He said checking for symptoms and monitoring are important tasks. It is inevitable that things will happen as the risk is still there.

Mr. Hanna reported the daily numbers. There were 88 cases; the ages ranged from 3 years to 85 years; there was an onset date of March 8 through April 13; 42 cases were male, and 46 were female. There were 19 hospitalized, and there was one death. 25 individuals have recovered.

Mr. Davis asked about the geographic spread in the county.

Mr. Hanna replied they are working on a zip code break down similar to Franklin County's reports, and they hope to have that information out by the end of the week.

Mr. Levacy extended the Commission's appreciation for the work of the Health Department.

Mr. Fix added his appreciation as well. He stated that it feels like Ohio has done a good job flattening the curve and asked if they have reached the peak year, in Mr. Hanna's opinion.

Mr. Hanna replied that if the county had not reached the peak, they were very close. The questions are: how long will we stay at the peak? and how long will it take to decline? It will not be a gradual decline, but will take some time. We are in this for the long term, and we need to have that mindset before life ever gets back to some kind of normalcy.

Dr. Brown thanked Mr. Kochis, Mr. Hanna, and Ms. Nash for their work. She is encouraged by the order of the PPE which will also be provided to county employees, too. She asked Mr. Hanna to let her know if there is anyone else who needed PPE as well. Mr. Kochis echoed the comments of Mr. Hanna that this will be a very gradual decline.

- Legal Update

Mr. Horacek did not have a legal update.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

- Administration and Budget Update/Carri's List

- a. Announcements & Date Reminders

Dr. Brown reminded everyone that they could send questions to Carri.Brown@FairfieldCountyOhio.gov or text them to (740) 777 – 8552.

She also highlighted the county website (www.co.fairfield.oh.us) and the Board of Elections website (www.fairfieldelections.com).

Date Reminders and Calendar Review

May 5 – Wear Orange for Supervised Visitation Awareness

May 25 – Memorial Day Holiday – Offices are Closed for Business

The review packet included special dates of the year.

- b. Highlights of Resolutions

Dr. Brown highlighted 15 resolutions for the voting meeting.

We had a resolution to approve proclamations to be delivered by email. They were to honor Earth Day (thanks to the environmental stewardship work group), Victims' Rights (thanks to Prosecutor Witt and his team), and the Pickerington Jaguars Special Olympics Basketball Team on their State Championship Title.

We had a resolution to approve a proclamation to honor volunteers, which will include a list of employees who volunteer in the community. Next year, we plan to have a reception for volunteers.

We had a resolution to appropriate a perpetual easement for highway purposes from Parcel No. 036-00286-00 (2-SH). This was necessary for an Engineer's project, and the expected value of the easement was based on the County Auditor's appraised value of the land, and it was just under \$2,900.

The County Engineer proposed a resolution to approve advertising for the purchase of asphalt.

We had a resolution to approve a development agreement for the Views at Pine Hills Phase 2, as previously approved by the Regional Planning Commission.

We also had a resolution to approve The Views at Pine Hill Estates Final Plat.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

We had a resolution to document the electronic signature procedures we have had in place for seven years. This was a formality and was not necessarily required by the ORC, but it was good to document the procedures.

We had a resolution to approve a memorandum of understanding for the Workforce Center. This was for state funding expected to flow through the Port Authority.

There were *financial and grant related resolutions* to approve, such as:

- Appropriations from unappropriated funds into a major expense category for grant fund 3034 for the FY2020 Ohio Airport Grant Program/Ohio Department of Transportation (ODOT); approval of a grant match transfer from the General Fund # 1001 & Advance from the General Fund;
- Appropriations from unappropriated funds for a Juvenile Court grant (two resolutions);
- Memo transactions for JFS for reimbursement to the children services fund;
- A fund to fund transfer for unclaimed funds (annual process); and
- An account to account transfer of appropriations to properly classify expenditures for the Commissioners and for EMA (two resolutions).

There were additional financial and contracting resolutions in queue. We also expect formal amendment for revolving loan fund changes, too. These changes will be more advantageous for those making loan payments during this time.

Mr. Fix congratulated the Pickerington Jaguars Special Olympics Team for winning the State Basketball Championship in February.

c. Administrative Approvals, Program, & Budget Update

Administrative & Program Updates

Administrative Approvals

The review packet contained a list of administrative approvals. There were no questions posed about the approvals.

Culture of Customer Care

Dr. Brown reported on the culture of customer care. While customer service has always been important in the county, departments in the past were often understandably focused on data analytics about compliance issues, such as issues relating to program standards, auditing, budgeting, or regulatory matters.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

To build trust internally and externally, it was essential to establish a unified culture of customer care across county departments.

We established such a program over the past several years called the culture of customer care, thinking about both internal and external customers.

The program to build a culture of customer care consisted of three components: stepping up customer service assessments or surveys; highlighting the importance of customer service as a core value to inspire all departments; and establishing progressive customer care steps.

In addition, in order to bolster the commitment to customer service, the program included encouragement for individuals and groups to set goals relating to customer service and continual improvement for essential customer service skills.

We believe this culture of care and the leadership aspects relating to modeling the way, inspiring a shared vision, challenging processes, enabling others to act, and encouraging one another have set the foundation for Fairfield County to respond to the COVID-19 pandemic, just as the efforts set the stage for other collaborations. The results of the program historically have demonstrated customer satisfaction rates of more than 90% within large, compliance-based departments; improved assessments in bureaucratic processes, such as passport processing; and additional successes with customer service standards.

The culture of customer care strengthened and integrated departments. Information from the program helped to improve policy decisions. The coordination of services resulted in better outcomes for the public.

Workload Measures

There is a lot of work being accomplished during the crisis of COVID 19. Some of that work is directly related to the crisis, and some of it is what would be considered normal, essential government services.

Directly related to the crisis, is the hard work in developing policies, procedures, processes, and communications to manage the crisis.

Much of this planning and management occurs very quickly. The Governor and Lt. Governor often speak of these activities as administrative teamwork, and we would mirror that description.

There are multiple examples of excellent leadership in putting foundational guidance in place to support many different departments and agencies.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

There is a lot of activity going on to anticipate next steps, and this has been helpful to Fairfield County.

- In early March, we began communicating about the hygiene and proper etiquette relating to illness. We passed the first resolution about emergency measures on March 10. We ordered additional supplies early in March. Consensus on building usage was obtained and documented on March 16.
- We have improved and increased our use of teleworking.
- We have created excellent communication tools to support residents and employees.
- We have upgraded cleaning solutions and cleaning services. We have shared our supplies as requested.
- In Fairfield County, we had already become accustomed to the use of telehealth tools, which is highly recommended. Fairfield County was in the top percentile of usage of these tools prior to the pandemic.
- In addition, we have a Wellness Clinic, which does help hospitals to manage some of the traffic they are experiencing.
- EMA has distributed more than 26,000 pieces of PPE. This includes 2200 N95s, 13,400 isolation masks, and 10,000 gloves. The PPE distribution will continue as supplies arrive.
- This PPE went to more than 60 different organizations. This includes Fairfield Medical Center, Fire, Police, Long Term Care, Assisted Living, Home Health, Dialysis Centers, Funeral Homes, Hospice, Shelters, and Critical Transportation. We have processed seven requests for critical supplies including accompanying supplies for patients on ventilators at Fairfield Medical Center.

We are collecting quantitative and qualitative data throughout the crisis of COVID 19.

Below are some data elements.

We will continue to gather more data.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

Workload at a Glance	Mar-19	Mar-20	+/- %
Commission Meetings	4	7	75.00%
Administrative Approvals	21	43	104.76%
Checks or EFTs Issued for Accounts Payable	2,521	2,812	11.54%
Special Maintenance Projects	1	3	200.00%
Construction Projects/Site Visits	6	12	100.00%
Response time for public records requests	1 day	1 day	no change
Original Tweets from Commission	14	21	50.00%
New Twitter Followers	11	15	36.36%
Tweet Impressions	2,869	3,839	33.81%
Retweeting Items	8	217	2612.50%
Health Insurance Claims Paid	809,353	871,439	7.67%
Email Portal Activity, Juvenile Court	72	268	272.22%
Juvenile Diversion Hearings Conducted	19	34	78.95%
New Estates Opened	43	36	-16.28%
New DR Court Cases Opened	94	75	-20.21%
Deeds Filed	348	423	21.55%
Mortgages Filed	405	675	66.67%
Soldiers Discharges Filed	15	4	-73.33%
Coroner Autopsies	2	3	50.00%
Dogs Arriving in Care at Shelter	40	41	2.50%
Average Number of Dogs in Care at Shelter	25.5	15.5	-39.22%
Dogs at the Shelter today			7
Jail Population Average	299	267	-10.70%
Today's Jail Population			184
PRC Assistance to Families \$	\$4,814	\$19,891	313.19%
PRC Families Supported #	35	73	108.57%
PRC first week of April \$		\$72,881	
PRC number of families first week of April		254	
Number of Medicaid Related Calls	99	355	258.59%
Number of SNAP applications, interviews, est., includes shared services	2401	4956	106.41%
Child Support Collections	\$1,733,933	\$1,978,981	14.13%
On Site Child Support Payments	\$61,690	\$33,588	-45.55%
Child Protective Services Referrals	498	414	-16.87%
Adult Protective Services Referrals	82	62	-24.39%
Gallons of Water Provided, MG	46.311	48.219	4.12%
Gallons of Water Treated, MGD	2.99	3.63	21.40%
Water/Sewer Inspections	19	42	121.05%
Laboratory Samples	220	220	0.00%
Utilities Customers	6,926	7,176	3.61%

**Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020**

Other Measures as of the end of March 2020			
Number of Those on Felony Supervision n Residential Treatment or Sober Living Facilities			18
Common Pleas Court Employees Teleworking, New Processes			17
New Felony Criminal Cases Filed			40
Common Pleas Hearings by Videoconference in March			25 +
Common Pleas Hearings by Videoconference Scheduled for April			32+
Number of Students Qualified for Career Readiness Endorsement			155
Number of Students Working in Career Readiness prior to COVID 19		266	
Number of Students Now Working Remotely		66	

The review packet also included a terrific article about the Common Pleas Court efforts.

Mr. Davis thanked Dr. Brown for pulling that data together. He had a sense the work of Fairfield County was continuing and suspected if you pulled data it would show that. He is very proud of the employees and how they are continuing to serve Fairfield County.

Mr. Levacy stated there were some pretty amazing statistics there. He believes in a murky situation, you either see the best or worst of people. He’s been very impressed by the work of the county employees in providing the very necessary services in this time of need. He thanked Dr. Brown, JFS, and EMA for their work at this time.

Mr. Fix stated it goes back to the culture of service and a “can do attitude.” Fairfield County has done a good job instilling that culture and hiring for that culture. He stated that he cannot thank the employees enough for all the things they are doing and the ways they are finding to do them.

Supporting the Community- Ways You Can Help!

We will highlight ways to support the community at each meeting.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

You can participate in a food drive at JFS on April 15 from 4-5 pm. You can “drive-in and drop off.”

You can donate (any denomination) to the Lancaster-Fairfield County Community Action food pantry or any United Way agency, online and in any denomination.

The review packet contained a flier which was sent globally by email to all employees.

We will regularly highlight different ways employees can participate.

Resources to Highlight

- Additional assistance is available for food assistance. Those enrolled in the Supplemental Nutritional Assistance Program (SNAP) who did not receive the maximum amount in March will be issued additional assistance. In addition, it will be easier from some to obtain help as there are some waivers of administrative verifications. There was a press release in the review packet about this. There was also a flier designed for customers, which was an excellent communication tool. Dr. Brown thanked Aunie Cordle and her team for the excellent communication tools they are preparing.
- The 33 Alliance website has been adjusted to include multiple resources for businesses. You can see that at www.fairfield33.com.
- In addition, Fairfield County will be receiving additional CDBG funds, which have not yet been identified specifically. The state in the aggregate will receive \$27,257,000, and we will soon have information from the state about the portion Fairfield County will receive. We are conducting a survey to help us plan for this grant.

US Census

You can go to the Census website (Census2020.gov), and the phone number for the Census customer service is: 1-800-923-8282. At the website, you can proceed with completing the census information. You can do this by phone, as well. You will be asked your address if you do not have your questionnaire.

Construction at 108 N. High – the Beery House

The construction for Real Estate Assessment Offices at 108 N. High is going well. Thank you to everyone who has worked so hard on this project.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

The building has been known as the Beery House. Jon Slater, County Auditor, has used real estate assessment funds for the majority of the project (some general fund money has been used to support the project and its planning), and Dennis Keller, Facilities Manager, has helped further this unique project. Dave Burgei, Real Estate Manager, is working with Spencer Remoquillo on a contracted basis to produce some historical documentation of the Beery House. We are not sure if the Historic District's Tour of Homes will be on for June 27 and June 28, but we continue to plan for the building to be featured.

In addition, Jon Slater, County Auditor, has purchased LED lighting for the building that can be shown in colors, and we are learning programming for that lighting now. Out of respect and honor to Jon Slater for his leadership in this project, we are acknowledging that he can set policy for how those lights are used (to light for various awareness activities). Jon Slater will also be setting policy for the asset utilization of the building itself, for Real Estate Assessment Offices. There may be times when conference spaces can be used for multiple purposes, but we are allowing Mr. Slater to determine whether such spaces should be placed in the normal rotation of reservations with the electronic system (FMX). Finally, Mr. Slater is determining the office spaces that will move to the building, and those offices are for Real Estate Assessment.

Once this project has settled a bit, we will return to adjustments for the Historical Courthouse, which were developed by consensus. At present, many spaces are being used as staging areas. Within several months, the plan to move employees out of mezzanines will be implemented.

Budget Update

We are aware of BWC's approval of a dividend for local governments (and employers) based on 2018 premiums paid. We have a process in place for distribution of such dividends, which has been accomplished in the past. We are grateful for the dividend during this time. It is estimated the refund would be around \$200,000.

Flat parameters for salaries will be calculated on the existing salaries right now extrapolated for a twelve-month period, with no new hires and a hiring freeze, with the exception of emergency response positions. Allocations have been adjusted, as well, for 2021.

While we are in a general hiring freeze, it is important to know that we have active postings for critical positions for EMA, Utilities, RPC, and the Recorder. All but one of these positions are non-general funded positions. The one that is funded by the general fund is a replacement positions to provide essential services. All positions, though, are interrelated.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

d. BRAVOs

We received a nice voice mail from “Audrey” who wanted to thank all elected officials for their hard work during this challenging time. She indicated her gratitude for everyone who is helping to keep people safe and indicated she was looking forward to the future.

Thank you to finance, budget, and IT officers. The work administrators in these areas accomplish has not only increased during these challenging times. As such, a lot of the “hidden” work can go unnoticed, and we want to be sure that is not the case in Fairfield County. Thank you for your support!

BRAVO to JFS for not only maintaining excellent services but for also assisting Lucas County and Medina County in their time of need. The culture of customer care is evident at JFS.

All Commission Department Heads and Commission Supervisors have examples of tremendous work during this time. They are Aunie Cordle, Jeff Porter, Jon Kochis, Tony Vogel, Dennis Keller, Rick Szabrak, Todd McCullough, Erin Frost, Mandi Crist, and Rachel Elsea. The administrative team of Staci Knisley, Christina Foster, Shar Bails, and Christy Barker (half-time shared employee) is doing very well with teamwork and cooperation. The temporary worker, Jake Tharp, too, has been available and supportive at all times.

Bravo to the Dog Shelter (Todd McCullough, Erin Frost, and team) for lowering the number of dogs in care during this time. The statistics highlight how well the team is doing!

Thanks to everyone for working alternate schedules and for keeping up the physical distancing while providing critical services.

- Old Business

- a. Fairfield Medical Center

Mr. Davis stated that FMC is experiencing a tremendous difficulty with the restrictions of services they are allowed to provide at the governor’s orders while they stand at the ready to treat COVID patients. All three Commissioners continue conversations with state and federal officials to work through this. There has been a relatively small contribution from the federal government. They are okay today from a cash flow standpoint but the future will require the best and brightest from the state and federal officials to secure a future for rural hospitals throughout Ohio.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

The Commissioners will create short videos of appreciation and suggested each Commissioner have a different message in their videos.

Mr. Davis stated that the Commission often speaks to this as “challenging times” and he knows it is worse than that. It is worldwide with millions infected with thousands dying in America. There is a real understanding that these times are much worse.

Dr. Brown highlighted how the review packet contained the letter from CCAO President Davis to the Honorable Representative Troy Balderson. She pointed out how the Federal attention was on communities in excess of 500,000, and in Ohio, that includes five counties. The letter encouraged broader definition for financial relief.

b. Attorney Fees and the Ohio Public Defender Commission

A teleconference is scheduled on April 14th for Steve Davis, Carri Brown, Charles Elsea, and Jason Price.

• New Business

a. Teleconference with Park National

Mr. Davis will be on a teleconference with Park National, Congressman Stivers, and a representative of the SBA to gather information regarding Secretary Mnuchin’s order that all paycheck protection loans be closed within a ten-day period. Many banks are finding this order to be physically impossible.

b. Land Bank Highlights and Walnut Township Grant Research

Dr. Brown asked for the Commissioners to review the summary of Land Bank activities which was emailed. She also indicated that she and Jon Kochis had been supporting Walnut Township as they thought about their options for the community shelter. Commissioner Levacy added that he believed Licking County had approved a waiver of a tap fee to help that project, and he would like to show appreciation to Licking County for their support of the Walnut Township shelter project.

c. Proposal from Pickerington Police re: 911

Mr. Fix received a proposal from the Pickerington Police for a potential grant they are pursuing, and he wondered if the proposal could spark additional partnerships. He stated he was aware that Dr. Brown had reached out to the Sheriff’s Office about this matter.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

- General Correspondence Received

- a. Videos of Commissioners

Mr. Davis stated the videos recorded by the Commission have thousands of views, and the Commissioners have received feedback of pride for the way they have been handling the pandemic. Mr. Davis thanked Innerphase video for their preparation of the videos.

- Calendar Review/Invitations Received

- a. Board of Revision – Tuesday, April 14th at 10:30 a.m. – Carri Brown to attend.

- FYI

- a. Jail Population – 184

- b. Anytime, a public records request or a question can be posed to Rachel.Elsea@fairfieldcountyohio.gov or [Carri. Brown@fairfieldcountyohio.gov](mailto:Carri.Brown@fairfieldcountyohio.gov)

- Open Items

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, April 14, 2020 beginning at 10:04 a.m., with the following Commissioners present: Steve Davis, Jeff Fix and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Innerphase Video. Also joining via teleconference was Joshua Horacek and Jon Kochis.

Pledge of Allegiance

Commissioner Davis led everyone in the pledge of allegiance.

Announcements

Commissioner Davis asked if there were any announcements.

There were no announcements.

Public Comment

Commissioner Davis asked if anyone from the public who would like to speak or offer comments.

**Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020**

No public comments were received through the web application.

Approval of Minutes for Tuesday, April 7, 2020

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Thursday, April 7, 2020 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

Approval of the Auditor's Office Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Auditor's Office resolution authorizing a fund to fund transfer – Auditor – fund 1080; see resolution 2020-04.14.a.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

Approval of the Commissioners' Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Commissioners' resolutions:

- 2020-04.14.b A resolution authorizing the approval of proclamations. [Commissioners]
- 2020-04.14.c A resolution acknowledging employees serving as community volunteers, county board members serving on various board, and other community volunteers during National Volunteer Week, April 19-April 25 [Commissioners]
- 2020-04.14.d A resolution approving to Appropriate from Unappropriated into a major expense category for Grant Fund# 3034, subfund# 8236 for the FY2020 Ohio Airport Grant Program/Ohio Department of Transportation (ODOT), Grant match transfer from the General Fund # 1001 & Advance from the General fund – Fairfield County Commissioners [Commissioners]
- 2020-04.14.e A resolution approving and acknowledging electronic signature procedures [Commissioners]
- 2020-04.14.f A resolution approving an account to account transfer in major object expense categories for General Fund# 1001 – Fairfield County Commissioners [Commissioners]

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

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

Approval of the Economic Development Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Economic Development resolution to approve the Memo of Understanding setting the parameters for the disbursement of funds from the State of Ohio; see resolution 2020-04.14.g.

Discussion: Dr. Brown thanked Mr. Szabrak, Ohio University, Hocking College, and the Port Authority for their continued work to further the Workforce Center.

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

Approval of the Emergency Management Agency Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Emergency Management Agency resolution authorizing an account to account transfer for EMA fund 2707 (subfund 8183) Emergency Management Performance Grant; see resolution 2020-04.14.h.

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

Approval of the Engineer's Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Engineer's resolution to approve advertising for the purchase of liquid asphalt; see resolution 2020-04.14.i.

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

Approval of the Job and Family Service Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Job and Family Services resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services; see resolution 2020-0414.j.

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

**Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020**

Approval of the Juvenile/Probate Court Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Juvenile/Probate Court resolutions:

2020-04.14.k A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2036 Department of Youth Services (reclaim) [Juvenile/Probate Court]

2020-04.14.l A resolution to appropriate from unappropriated in a major expenditure object category - Juvenile Court - Fund #2036 Ohio Department of Youth Services Fund (reclaim) [Juvenile/Probate Court]

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

Approval of the Prosecutor's Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Prosecutor's resolution to appropriate a perpetual easement for highway purposes from Parcel No. 036-00286-00 (2-SH); see resolution 2020-04.14.m.

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

Approval of the Regional Planning Commission Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Regional Planning Commission resolutions:

2020-04.14.n A resolution to approve a Development Agreement for the Views at Pine Hills Phase 2 [Regional Planning] [Regional Planning Commission]

2020-04.14.o A resolution to approve The Views at Pine Hill Estates Final Plat [Regional Planning] [Regional Planning Commission]

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

Adjournment

With no further business, on the motion of Jeff Fix and a second of Dave Levacy, the Board of Commissioners voted to adjourn at 10:10 a.m.

Regular Meeting #17 - 2020
Fairfield County Commissioners' Office
April 14, 2020

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

The next Regular Meeting is scheduled for Tuesday, April 21, 2020 at 10:00 a.m.

Motion by: _____ Seconded by:
that the April 14, 2020 minutes were approved by the following vote:

YEAS: _____ NAYS: None

ABSTENTIONS: None

*Approved on April 21, 2020

Steven A. Davis
Commissioner

Dave Levacy
Commissioner

Jeff Fix
Commissioner

Rachel A. Elsea, Clerk

A resolution approving an account to account transfer in major expenditure object categories for General Fund# 1001 – Fairfield County Auditor/Information Technology (I.T.)

WHEREAS, appropriations are needed for expenses in 2020; and

WHEREAS, an account to account transfer will allow proper classification of in the major expenditure object categories; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the Board of Commissioners approve the account to account transfer in the following major expenditure object categories:

\$12,050 from 10100104 materials and supplies
to 10100104 capital outlay

For Auditor's Office Use Only:

Section 1.

*\$12,050 from 10100104 561000 office supplies
to 10100104 574410 computer hardware*

Prepared by: Josh Hochradel – Auditor's Office
cc: Mark Conrad – IT Dept.

Signature Page

Resolution No. 2020-04.21.a

A resolution approving an account to account transfer in major expenditure object categories for General Fund# 1001 – Fairfield County Auditor/Information Technology (I.T.)

(Fairfield County Auditor- Administration)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution authorizing the reduction appropriations in major expenditure object categories for the General Fund # 1001 - Fairfield County Commissioners

WHEREAS, the 2020 appropriations will be reduced in the amount to of \$700,579 to make the budget picture more realistic during the COVID-19 Pandemic; and

WHEREAS, this action provides for proper accounting; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The County Auditor is to **reduce** appropriations in the following major expenditure object categories by a total of \$700,579 for the following categories:

\$(35,000)	12100148	contractual services
\$(200,000)	12100101	capital outlay
\$(10,300)	12100101	other
\$(400,000)	12100149	transfers
\$(30,000)	12100117	personal services
\$(20,460)	12100117	fringe benefits
\$(1,450)	12100117	contractual services
\$(550)	12100117	materials & supplies
\$(819)	12100117	capital outlay
\$(2,000)	12100110	contractual services

\$(700,579) Total Reduction

For Auditor's Office Use Only:

Section 1.

\$	(35,000)	12100148	530212	Comm - Port Authority Allocation
\$	(200,000)	12100101	574000	Ec Devpt Equipment
\$	(10,300)	12100101	590160	Ec Devpt Community Support
\$	(100,000)	12100149	700109	Comm Transfers - MSY
\$	(300,000)	12100149	700007	Comm Transfers - Cap Improvement
\$	(30,000)	12100117	511010	Record Center Salary, Employees
\$	(15,750)	12100117	521000	Record Center - Health Insurance
\$	(75)	12100117	521100	Record Center - Life Insurance

A resolution authorizing the reduction appropriations in major expenditure object categories for the General Fund # 1001 - Fairfield County Commissioners

\$	(435)	12100117	522000	Record Center - medicare
\$	(4,200)	12100117	523000	Record Center - OPERS
\$	(500)	12100117	530000	Record Center - contract services
\$	(500)	12100117	550450	Record Center - training
\$	(450)	12100117	558000	Record Center - travel reimbursement
\$	(550)	12100117	561000	Record Center - general office supplies
\$	(819)	12100117	574000	Record Center - equipment
\$	(2,000	12100110	531108	Sales Tax Collection Fee
		Total		
\$	(700,579)	Reduction		

Prepared by: Staci Knisley

Signature Page

Resolution No. 2020-04.21.b

A resolution authorizing the reduction appropriations in major expenditure object categories for the General Fund # 1001 - Fairfield County Commissioners

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2422, TECH Grant - Fairfield County Common Pleas Court

WHEREAS, additional appropriations are necessary to make a payment to Atech Technologies to pay for Mobile Video Conferencing Equipment; and

WHEREAS, appropriate from unappropriated into major expense categories of Computer Software Upgrades for org# 13242220 574420 is necessary for the expenses; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Fairfield County Commissioners appropriate from Unappropriated funds in the amount of \$13,033.00 for the 13242220 major expense object category for Capital Outlay:

For Auditor's Office Use Only:

Section 1. 13242220 574420 - \$13,033.00

Section 2. Issue an Amended Certificate in the amount \$13,033.00 to the credit of fund #2422, subfund #8237

Section 3. Request that the Fairfield County Auditor, on behalf of the Fairfield County Common Pleas Court, update the following receipts lines: 13242220 433400 - \$13,033.00

Prepared by: Shannon Seesholtz, Administrative Assistant

Signature Page

Resolution No. 2020-04.21.c

A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2422, TECH Grant - Fairfield County Common Pleas Court

(Fairfield County Court of Common Pleas)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve an amendment to the Fairfield County EDA RLF Plan. [Economic and Workforce Development]

WHEREAS, the Board of Commissioners approved an updated Revolving Loan Plan for the Economic Development Association (EDA) on December 10, 2019; and

WHEREAS, the COVID-19 pandemic has resulted in a declaration of an economic injury disaster for the United States. This has impacted numerous businesses in Fairfield County and the Revolving Loan Fund (RLF) could offer relief to these businesses; and

WHEREAS, an amendment to the EDA RLF plan was created to allow for relief to local businesses during this economic injury disaster. The components of this amendment were reviewed with the EDA and the amendment was approved by the Loan Review Committee via email vote on April 16, 2020; and

WHEREAS, the Fairfield County Board of Commissioners has the final authority over any changes to the RLF EDA plan; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. that the Fairfield County Board of Commissioners affirms, accepts, and approves the attached amendment to the EDA-RLF plan and authorizes the Economic Development Director to submit it to the EDA for final approval.

Prepared by: Angel Conrad
cc: Economic and Workforce Development

A resolution to approve the recommendation of the Fairfield County Revolving Loan Fund Loan Review Committee for the revised EDA RLF Plan. [Economic and Workforce Development]

WHEREAS, an Economic Development Administration Revolving Loan Fund (EDA-RLF) program has been established by the Fairfield County Board of Commissioners for the purpose of encouraging and promoting economic expansion and increased employment opportunities within Fairfield County pursuant to Resolution 91-06.13.e; and

WHEREAS, said EDA-RLF program has been established in accordance with the requirements of the U.S. Department of Commerce, Economic Development Administration; and

WHEREAS, a Loan Review Committee has been established as part of the Fairfield County Revolving Loan Fund plan, adopted by the Fairfield County Board of Commissioners, Resolution 91-06.18.k, and amended pursuant to Resolutions 05-07.19.f and 15-04.28.r; and

WHEREAS, the EDA-RLF has been used to create or retain approximately 1,500 jobs in Fairfield County; and

WHEREAS, the Economic Development Administration requires that revolving loan fund plans are updated at least every 5 years and the last revision occurred in April 2015; and

WHEREAS, the Loan Review Committee voted to recommend the attached revised EDA-RLF plan for approval to the Fairfield County Board of Commissioners during the RLF Loan Review Committee meeting on November 19th, 2019.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. that the Fairfield County Board of Commissioners affirms, accepts, and approves the attached EDA-RLF plan and authorizes the Economic Development Director to submit it to the EDA for final approval.

Prepared by: Patrick O'Malia
cc: Economic and Workforce Development

Fairfield County

Revolving Loan Fund Plan EDA-RLF

Adopted: -----

**Adopted by
BOARD OF COMMISSIONERS OF FAIRFIELD COUNTY, OHIO**

Resolution No. ----

Date: ----

**Prepared by:
- Rick Szabrak, Director & RLF Loan Administrator.
Fairfield County Economic and Workforce Development
Fairfield County Revolving Loan Fund**

TABLE OF CONTENTS

Part I: Revolving Loan Fund Strategy	
Economic Adjustment Overview	3
Business Development Strategy	5
Financing Strategy	7
Financing Policies	8
Portfolio Standards and Targets	11
RLF Loan Selection Criteria	12
Performance Assessment Process	12
Part II: Revolving Loan Fund Operational Procedures	
Organizational Structure	14
Loan Processing Procedures	17
Loan Closing and Disbursement Procedures	22
Loan Servicing Procedures	23
Administrative Procedures	25

PART I : REVOLVING LOAN FUND STRATEGY

A. ECONOMIC ADJUSTMENT OVERVIEW

The Economic Development Administration states that the purpose of the RLF program is to provide regions with a flexible and continuing source of capital, to be used with other economic development tools, for creating and retaining jobs and inducing private investment that will contribute to long-term economic stability and growth. RLF grants are awarded to states, regional development organizations, local governments, Indian tribes and non-profit organizations. The Fairfield County Economic Development Administration Revolving Loan Fund (EDA-RLF) was created in 1993 with a grant from the Economic Development Administration and local contributions from the City of Lancaster and Fairfield County. By 2018, 76 EDA loans were processed by the RLF. Approximately \$3.6 million in EDA-RLF money has been leveraged with \$22 million in private financing to create or retain more than 1,500 jobs in Fairfield County.

Fairfield County is a growing part of Central Ohio with a 2018 population exceeding 155,000, partially due to the county's close proximity to the capital, Columbus. The Mid-Ohio Regional Planning Commission projects that the greater Columbus area will continue its growth and reach 3 million residents by 2050. According to the Bureau of Labor Statistics, there are approximately 3,000 establishments providing almost 44,000 jobs in Fairfield County. Health care and social services account for 17.7% of the economy followed by retail trade (15.1%), accommodation and food services (14.6%), manufacturing (9.2%) and educational services (9%). In 1979, almost 50% of Fairfield County's covered employment was in manufacturing, and 40% of those jobs were in the glass industry. The continued diversification of the economy has presented many challenges but also helps ensure that the future of Fairfield County will no longer be tied to one industry. One of the greatest challenges is the fact that many of the jobs that have replaced the manufacturing careers are not paying as well as jobs in the glass industry. According to the Bureau of Economic Analysis, Fairfield County's per capita personal income was 95.2% of the U.S. average in 1997. That percentage has fallen approximately 10% to 85.6% of the U.S. average by 2017. The purchasing power from the job's payroll and the overall quality of the jobs has declined on average.

Until recently, there were numerous vacant industrial buildings and facilities but the outward growth pressures from Columbus have reduced the supply of these buildings to very low levels. Manufacturing is still an important part of the local economy and part of the shared heritage of Fairfield County as these jobs pay better than all other sectors currently present in the economic mix. The RLF will continue to support manufacturing opportunities as they become available.

Lancaster is the Fairfield County seat and most populous city. Thanks to the hard work of Destination Downtown Lancaster, and several targeted RLF loans, the historic downtown Lancaster has made significant strides to reduce commercial and office vacancies and blight. The RLF has approved five loans (Bruce Chiropractic, Double Edge Brewing, Bootlegger's Café, Julia's Salon and Spa and Table One) that have helped the area improve. The area is now undergoing a renaissance and is home to a brewery, several new restaurants and a mix of retail,

service, office and government tenants. Sadly, not all commercial centers of Fairfield County villages and cities have fared as well. The RLF has proven to be a strong tool to assist in the redevelopment of historic centers of commerce and the RLF will continue to be used to help not only Lancaster, but other villages and cities within Fairfield County.

The Fairfield County Economic and Workforce Development Department continues to raise the visibility of the RLF-EDA program through social media, radio segments, and speaking engagements to local chambers and service groups, accountants and attorneys. The department also highlighted the importance of the RLF as a potential source for business financing during business retention and expansion visits as well as in meetings with local elected officials. The Economic and Workforce Development Department has made outreach to local banks and other lenders a priority so that they can understand and use the program. Finally, the county works collaboratively with the local economic development staff employed by cities with industrial and business parks to ensure that they are up-to-date on the latest RLF policies and actively works with them to market the program as a possible source of financing to induce new companies to come to Fairfield County.

Fairfield County, through its partnership with the Fairfield 33 Development Alliance, participates in the regional economic development group, One Columbus (previously known as Columbus 2020). One Columbus is an eleven (11) county regional economic development organization that helps promote the area throughout the country and world. Alliance members have joined One Columbus on site visits, national economic development conferences, and trade missions that have helped our local communities secure new business opportunities and strengthen ties with foreign owned companies with a presence in the marketplace.

One Columbus, during its previous iteration as Columbus 2020, has produced a CEDS document for the region. While it is still waiting for official approval, the document points out that the local economy continues to be impacted by the economic downturns that began in 2008-2009. There must be intentional action to retain and attract jobs and capital investment to the region. This CEDS identified six sectors for economic growth and development. Of the six, those that align with talents and opportunities in Fairfield County include manufacturing, logistics and food processing.

A SWOT analysis included in this CEDS document highlighted weakness' of the area including a lack of fiber optic connections in some key areas and a lack of access to capital for operations, growth and research deficiencies due to the recession and banking restrictions. Options include expanding business opportunities through enhanced agribusiness, local foods and research capabilities. Threats mentioned in the CEDS report include the potential loss of a major employer, lack of access to capital to support business startups, operations and growth; and a lack of new workers to fill key manufacturing positions. Within the Region there is a consistent effort to advocate for job growth and business investment.

In September of 2015, the Alliance commissioned a strategic economic development analysis from Silverlode Consulting. Though not as detailed as the CEDS produced by One Columbus, the study did unearth several interesting data points that the committee should consider when evaluating loans. For example, Fairfield County's per capita income growth between 2003 –

2013 was lower than the U.S., the State of Ohio and the lowest among all counties in the Columbus region. Fairfield County's wages are also lower than the regional average. The county has more retail establishments than any other sector and high concentrations of health care/social assistance and accommodation/food services. There are significant threats to retail jobs due to the continued growth of internet commerce. Changes in technology, such as digital touch screen menus at fast food establishments, may make many jobs that Fairfield County residents work at obsolete in the near future. The economic development analysis also reported that there are 19 hospitals in the six-county region. The county's largest employer is Fairfield Medical Center. Many hospitals are acquiring their competition and consolidating many of the positions. The hospital system is too large to support with the EDA - RLF but it can help physicians and medical providers open up new practices or retain existing service providers to ensure that there are medical field job opportunities available within the county.

The Alliance also hosted a nationally known economist, William Fruth, of the Policom Corporation, in the winter of 2018. As part of his presentation, he showed that Fairfield County's number of new business start-ups is abysmally low. To prove this, he pulled data from the other 383 recognized Metropolitan Statistical Areas and plotted Fairfield County's performance against them. Fairfield County was dead last using 1997 - 2006 data and 352 of 383 using 2011 - 2016 data points.

B. BUSINESS DEVELOPMENT STRATEGY

1. Objectives: The RLF Loan Review Committee will utilize the RLF to promote the creation, and in limited cases retention, of good-paying, sustainable jobs. The goal of the RLF is to create or retain as many jobs as possible, while maintaining good lending practices that ensure limited risk of taxpayer funds. The use of RLF funds for retention purposes will be limited and subject to scrutiny to determine if the jobs are actually at risk and will lead to the displacement, or severe reduction in pay, of the employees if a loan is not provided.

2. Targeted businesses: Investments in infrastructure have been made by the municipalities and others in the existing industrial parks and EDA-RLF loans to businesses locating or expanding within these established industrial parks will receive priority.

The Fairfield County Economic and Workforce Development Department, in partnering with other local economic development departments, created a non-profit economic development organization called the Fairfield 33 Development Alliance (the Alliance). The primary goal of the Alliance is to promote and market the area to new and existing business outside the Central Ohio region. Much of the Alliance efforts have been to help diversify the local economy, and to become less dependent on a single employer or single sector in the economy, due in part to the lessons learned from the area's previous overreliance on the glass sector. The Alliance has identified growth potential, aligning with local workforce talents, to be in the areas of advanced manufacturing, polymers, food processing, pressed/blown glass manufacturing, metal tank manufacturing, printing and logistics clusters based on the current industrial mix, workforce skills and existing industry concentrations.

The EDA-RLF will continue to prioritize lending to manufacturing because for every one job in

manufacturing an additional four to six jobs are created elsewhere within the local economy. The RLF will also target businesses locating in traditional centers of commerce, such as downtowns, as the RLF has a proven track record of helping to spur new life into these forgotten areas. Many banks are hesitant to invest too much into downtowns as they look not just at the business's ability to repay principal and interest but also how much money they have pledged in one geographic area. The EDA-RLF can help cover gaps in financing for the companies who chose to locate in these areas. The RLF's current loan portfolio has a number of physician offices as beneficiaries. Though the RLF will not specifically target physician's offices it recognizes the importance that these practices play not only in to our community's physical health but also the economic health of the region. The Silverlode study highlighted the vulnerability of this sector. The RLF will also prioritize start-ups as they are typically not attractive to traditional lenders and this is part of the RLF niche.

3. Business needs: Major investments have been made into the industrial parks in Fairfield County. Successful business recruitment into these parks allows for additional opportunities for the RLF. Manufacturing will remain a priority lending niche. Other business needs include the need to assist businesses in locating within specific geographic areas, such as downtowns, ensuring that quality medical care (and their associated jobs) remain in the community.

In preparation for this plan the staff of the Fairfield County Economic and Workforce Development Department hosted a meeting with several local commercial lenders. The purpose of the meeting was to solicit the input of private sector lenders and determine if there were minor alterations to the plan that could be made to allow them to look more critically at otherwise unfundable loans. The bankers agreed with the possibilities for the business needs and the rationale behind it. The bankers also suggested that the RLF plan's identified niche as a start-up funder was useful as many of their clients with smaller capital needs aren't a good fit for other larger programs, such as the SBA 504 or the SBA 7A loans. The bankers in attendance also appreciated that the RLF was willing to fund working capital needs as this is an area where they are not always able to provide everything that is needed by the applicant. A bank also shared, during the course of a previous loan for Downtown Lancaster, that one of its primary reasons for not fully funding the loan was that they were over leveraged within the downtown market.

4. Other programs and activities: The Fairfield County Economic and Workforce Development Department uses a variety of tools to market the area to businesses and site selectors. It partners with the Fairfield 33 Development Alliance to market the U.S. Route 33 Corridor, a major four-lane highway. Two newer programs have been created by the County Economic and Workforce Development Department to aid in business attraction and retention. The first is the Fairfield County Workforce Development Training Grant, an incentive to help companies that locate or expand in the county, to reimburse eligible expenses related to training their employees. Workforce development is a critical issue in Fairfield County and many local businesses would hire more people if they could only find a qualified workforce. This program helps them find good fits for their company that may not have the required experience but still allow them to upscale their employees skills so they can add payroll. This programming is supported by the department's deep understanding of regional employment needs that is obtained by serving as the Administrative Agent for the Area 20/21 WIOA (Workforce Innovation and Opportunity Act) Board.

Fairfield County regularly interacts with the economic base companies during structured business retention and expansion visits. The county also offers programming, such as Mfg Day and the Engineering and Technology Camp, to expose children to the many wonderful career opportunities available in manufacturing right here in their backyard. This helps dispel the myth that all manufacturing jobs are dark, dirty and dangerous. The county also created the Workforce Readiness Certificate that pairs graduating seniors and juniors with local employers who offer a career path and full time jobs with benefits. For example, an individual can work as a housekeeper at Fairfield Medical Center after graduation and immediately be able to start a full time job in healthcare. If they wish to further their career and earning power the hospital will pay for them to attend nursing classes. Many manufacturers also offer tuition reimbursement.

A second program, The Fairfield County Port Authority, was established in 2013 to provide an alternative to financing larger projects that go beyond the scope of the RLF. However, the Port Authority and the RLF have multiple opportunities to partner on projects. For example, the Port Authority could assist a new company in financing a construction project through its bonding authority and the RLF could assist the company in purchasing new machinery and equipment.

C. FINANCING STRATEGY

Financing needs: There are 15 financial institutions in the county but no single bank is dominant. 9 of these banks are local lenders while 6 are nationally or regionally known banks such as WesBanco, US Bank, PNC, Huntington and Key Bank. All 12 current loans in the RLF portfolio are from local banks such as People's Bank, Fairfield National Bank and Heartland Bank. The RLF Loan Administrator takes every opportunity to educate all private lenders, regardless of size or affiliation, about the program.

Local capital market: Local commercial lending activity has been relatively robust in the past three years due to a strong national economy that finally trickled down to the local level. Despite this, the economy is cyclical and that credit markets could tighten and growth opportunities will be constrained. The RLF is frequently asked to help participate in new business start-ups as many local lenders know that these are riskier loans and there is insufficient cash or collateral to cover the banks' lending targets. Businesses less than two years old are regarded as start-ups because they do not have a sufficient history for a bank to make a credit decision. Some lenders will not accept loan applications from start-ups. All loans within the current RLF portfolio are financed by smaller, locally focused banks who lack the capacity to lend large amounts like their bigger peers. The local capital market needs the assistance of the RLF to help finance these deals at rates that will not cause undue financial hardship on the borrower. Other public financing available is limited to tax credits and do not inject capital into the deal allowing for its completion. As a general rule, tax credits are typically only sought out by, and approved for, larger manufacturing projects. These would not be a typical deal for the EDA-RLF.

RLF financing niche: Local lenders have defined criteria for business loans. The RLF has the potential to bridge the financial gap between what the bank will lend and what the project demands so that the loan process can proceed.

The establishment of the EDA-RLF has filled a gap in business financing and fixed rate interest

loans within the local economy. The presence of the RLF has also stimulated the local banks to consider partnering in business development loans where in the past, the bank had been unwilling to assume the full risk in a project. By utilizing the RLF the lender is willing to participate in loan deals by spreading out the risk and lowering the monthly payment to free up cash flow in the operations to cover the new debt service.

Many small businesses are looking at total project loans of less than \$200,000 to purchase needed equipment, working capital, land or expand facilities. Some of them have all their resources tied up in the business and are unable to meet the required equity demand of the banks, are unable to afford the interest rates, or are unable to meet working capital demands. The EDA-RLF can assist by reducing the down payment, providing a lower blended interest rate, and/or extending the term for the repayment. While manufacturing and service sectors will continue to be targeted, there will also be a concerted effort to identify opportunities to continue the diversification of the local economy mix. For example, many doctor's offices have approached the RLF for assistance in land purchases as there is a dearth of available medical office space in the county but it is important to ensure that our residents have access to quality health care and the associated payroll from staff and support positions to the physicians stay in the community.

D. FINANCING POLICIES

1. Eligible lending area: The eligible lending area is all of Fairfield County, a political subdivision of the State of Ohio.

2. Allowable borrowers: All companies with 200 or fewer employees. While the project must be located in the county, neither the applicant nor the lender must reside in or be located in Fairfield County. The EDA-RLF shall be advertised openly and publicly. RLF funds shall be made available on a nondiscriminatory basis and no applicant shall be denied a loan on the basis of race, color, national origin, religion, age, handicap, or sex. Applicant must not be listed on the Excluded Parties List listed at www.sam.gov

3. Allowable lending activities: Funds may be used for new build and infrastructure, construction, land or building purchase, building renovation, machinery, furniture, fixtures and equipment. Prevailing wage will apply following Davis - Bacon for all construction and renovation activities. The RLF also considers loans for working capital. Revolving loan funds under the EDA-RLF program may not be used for guaranteeing loans. The RLF will allow funding for the retail, commercial, service and industrial sectors.

4. Prohibited lending activities: Funds may not be used by companies from the non-profit sector, or by State, local or Indian Tribal governments as well as educational institutions. In addition, RLF Cash Available for Lending shall not be used to:

- (1) Acquire an equity position in a private business;
- (2) Subsidize interest payments on an existing RLF loan;

(3) Provide a loan to a borrower for the purpose of meeting the requirements of equity contributions under another Federal Agency's loan programs;

(4) Enable borrowers to acquire an interest in a business either through the purchase of stock or through the acquisition of assets, unless sufficient justification is provided in the loan documentation. Sufficient justification may include acquiring a business to save it from imminent closure or to acquire a business to facilitate a significant expansion or increase in investment with a significant increase in jobs. The potential economic benefits must be clearly consistent with the strategic objectives of the RLF;

(5) Provide RLF loans to a borrower for the purpose of investing in interest-bearing accounts, certificates of deposit, or any investment unrelated to the RLF; or

(6) Refinance existing debt, unless:

(i) The RLF Recipient sufficiently demonstrates in the loan documentation a "sound economic justification" for the refinancing (*e.g.*, the refinancing will support additional capital investment intended to increase business activities). For this purpose, reducing the risk of loss to an existing lender(s) or lowering the cost of financing to a borrower shall not, without other indicia, constitute a sound economic justification; or

(ii) RLF Cash Available for Lending will finance the purchase of the rights of a prior lien holder during a foreclosure action which is necessary to preclude a significant loss on an RLF loan. RLF funds may be used for this purpose only if there is a high probability of receiving compensation from the sale of assets sufficient to cover an RLF's costs plus a reasonable portion of the outstanding RLF loan within a reasonable time frame approved by EDA following the date of refinancing .

(7) Serve as collateral to obtain credit or any other type of financing without EDA's prior written approval;

(8) Support operations or administration of the RLF Recipient ; or

(9) Undertake any activity that would violate the requirements found in part 314 of this chapter, including §314.3 ("Authorized Use of Property") and §314.4 ("Unauthorized Use of Property").

5. Loan size: Loans may range from \$5,000 to \$200,000. No single loan may exceed 25% of the current RLF capital base.

6. Interest rate: Per 13 CFR 307.159 (c), the minimum interest rate the Revolving Loan Fund may charge is four (4) percentage points below the lesser of the current money center prime interest rate quoted in the Wall Street Journal, or the maximum rate allowed under Ohio law. In no event shall the interest rate be less than the lower of 4 percent (4%) or 75 percent (75%) of the prime interest rate listed in the Wall Street Journal. Should the prime interest rate in the Wall Street Journal exceed fourteen percent (14%) the minimum RLF interest rate is not required to be raised above ten percent (10%) if it compromises the ability of the RLF recipient to implement its financing strategy. These interest rates will be reviewed prior to a loan coming to committee and the interest rate will be set per loan at time of review.

7. Terms: Working capital loans will not exceed a 5 year term. Fixed asset loans will be matched to the useful life of the asset, with a maximum of 10 years for machinery and equipment and a 20 year maximum for land and buildings. In certain circumstances, terms may be changed to accommodate the cash flow needs of the business. When possible, the term of each loan will meet or exceed the bank term for the project. Loans may be restructured or terms modified only with the Loan Review Committee approval and justification for such modification as represented by the borrower.

No special loan terms have been included that would encourage early repayment and/or provisions for the sale of loans to accelerate the recycling of capital. There is no penalty for early repayment.

8. Fees: A one-time loan origination fee of \$250.00 will be required of each applicant. This fee will be reviewed as needed by the Loan Review Committee. Applicants are also responsible for any direct costs related to activities that allow the loan to finalize, including, but not limited to the cost of environmental reviews, mortgage and UCC filings. Fees are due prior to loan closing but are not necessary to be included with the application. The RLF Loan Review Committee will not collect a fee from applicants who were not approved for financing or if the applicant decided to reject offers for assistance from the RLF.

Borrowers are required to sign paperwork that holds them accountable for a minimum number of jobs to be created or retained. Borrowers are contacted annually for compliance and asked to sign a form attesting to the number of jobs created / retained as well as furnish a copy of payroll reports. Borrowers who do not provide job creation or retention numbers and associated payroll reports within 60 calendar days of initial request by the Economic and Workforce Development Department staff will be subject to a fee of \$150. This provision will be effective for all loans signed after the official adoption of this document by the Fairfield County Commissioners and will not be retroactively applied to any loans disbursed prior to that date.

9. Equity and collateral: Equity investment of at least five percent (5%) of the total project will be required of each applicant. All loans will be secured with a mortgage, security agreement or other assignments of rights in assets of assisted firms to the extent available. For working capital loans, liens will be placed on fixed assets, inventories or receivables. Key-man life insurance assigned to the RLF will also be required when warranted. Principal owners (those owning 20% or more of the business) are required to personally guarantee a loan. RLF lien positions may be

subordinate to other lenders.

10. Moratoria: Deferring the start of repayments and moratoria on principal repayments may be warranted in some loans. In no case will the deference or moratoria exceed a total of 12 months. Moratoria is generally limited to projects where the business is funded before it is officially opened and not generating cash to repay the new debt. Moratoria is only available with the affirmative vote of the majority of the RLF Loan Review Committee members present.

11. Start-ups: The RLF will consider business startups for loans. A new business requires a viable business plan with projections, and the need to identify a business development support team to supplement the applicant's knowledge base. Startups will need to provide a minimum owner equity contribution totaling 10% of the project cost whereas businesses that have been in operation for more than two years will be subject to a 5% equity requirement.

12. Working capital: Loans for working capital will be considered. Requests for working capital will be restricted to 25% of the capital base. Working capital loans will not exceed a five-year term.

13. Credit not otherwise available: Each applicant must submit a turn down letter from the lender participating in the project indicating that it is unable or unwilling to lend the full amount to the applicant and stating the reason for partial offer or full rejection.

The EDA-RLF may be used in conjunction with all available local, state and federal loan programs, including the SBA 504 program. The EDA-RLF may also be used in conjunction with the Fairfield County CDBG-RLF. A project might be provided the opportunity to partner with the Port Authority as a part of the financing package. The regulations in full are on file in the office of the Loan Administrator. The Community Capital Development Corporation (CCDC) or Ohio Statewide Development Corporation (OSDC) prepare and review SBA 504 applications for participating lenders and coordinate project applications with the Fairfield County development agencies, including the RLF Administrator.

E. PORTFOLIO STANDARDS AND TARGETS

1. **Target percentages:** Fairfield County does not identify targeted percentages for loan application and distribution.

2. **Private sector leverage:** The RLF follows the minimum ratio of \$2 in private lending for every \$1 in RLF financing for the portfolio overall. Individual loans may fall beneath this threshold as long as the overall \$2:\$1 ratio is maintained at all times. The RLF can never participate for more than 50% of the financing for any project

3. **Job cost ratio:** The minimum job cost ratio is 1 Full Time Equivalent (FTE) job for every \$25,000 loaned. FTE is defined as work hours of at least 35 hours per week.

4. **Job - preference:** Jobs created must be tabulated in FTE. Preference is given for higher-skilled, higher-pay (defined as jobs paying at least 70% of county's average wage per the Bureau

of Labor Statistics) and manufacturing jobs.

F. RLF LOAN SELECTION CRITERIA

1. The RLF Loan Review Committee will consider the following criteria, as well as other relevant information including community impact, when considering loans for approval:

- Is the proposed loan consistent with the Fairfield County plan?
- Does the proposed loan application capitalize on regional assets?
- Will the proposed loan support and advance innovation and increase productivity in a particular industry or sector of the economy?
- Is the potential borrower part of an existing or emerging industry cluster?
- To what extent will the potential borrower maximize private investment that would not otherwise come to fruition without the RLF's investment?
- Will the proposed loan result in the creation or retention of higher-skill and higher-wage jobs?
- Will the proposed loan assist in the development of a downtown or other commercial corridor that needs assistance to remain viable?
- Will the loan help fill an unmet community need, or contribute to quality of life and essential services?
- Does the proposed loan present any conflicts of interest, especially those identified in Part II: RLF Operational Procedures, #3: Conflicts of Interest?

2. EDA-RLF performance metrics: In 2018, the EDA instituted the risk analysis system adapted from the banking industry's CAMELS (capital, assets, management, earnings, liquidity and sensitivity) to judge the performance of EDA RLF funds. The RLF Loan Review Committee will consider these factors for the loan portfolio as these will be the performance metrics that will ensure the long-term viability of the EDA-RLF fund.

G. PERFORMANCE ASSESSMENT PROCESS

1. Performance of plan: Throughout the year, the Loan Administrator, or his or her support staff, will make periodic site visits to or otherwise communicate with RLF clients with active loan balances. He or she will review the compliance standards with the client and make sure requested reporting is being filed with the office of Economic and Workforce Development.

The Loan Administrator shall monitor each loan recipient on an annual basis and review employment procedures. The recipient shall at that time indicate employment level. Borrowers substantially in violation of the loan agreement in terms of not meeting employment commitments or found to be discriminating shall be subject to an interest surcharge on the outstanding loan balance of at least prime plus 1% until corrective action is taken.

RLF clients will be contacted annually for compliance and asked to sign a form attesting to the number of jobs created / retained as well as furnish a copy of payroll as proof. Borrowers who do not provide job creation or retention numbers and associated payroll reports within 60 calendar days of initial request by the Economic and Workforce Development Department staff will be subject to a fee of \$150 if their loans are funded after the official adoption of this plan by the Fairfield County Commissioners. The RLF Loan Review Committee may choose to impose

other penalties as well.

The Loan Review Committee will have discretion in deciding if a penalty is warranted given current economic and business environments and has the ability to waive fees and penalties.

The Loan Review Committee reviews the financials at each meeting and is aware of clients who are financially challenged to stay current with their accounts.

The Loan Administrator and support staff reviews the accounts receivable monthly during the invoicing process. It will contact clients whose payments are 30 days overdue to encourage prompt payment.

The Loan Administrator will provide an annual report to the Loan Review Committee on the performance of the portfolio and will include the data provided by the borrowers on the number of jobs created or retained as well as any impediments that loan recipients are experiencing with meeting their job creation or retention goals. The Loan Administrator will also use the CAMELS risk analysis system used by the EDA and provide details to the committee on where the portfolio stands in relation to these performance metrics.

2. Review of plan: The Loan Administrator will review the plan annually and present any needed or requested changes to the Loan Review Committee for their recommendation and/or endorsement. The plan is to be reviewed and submitted to the Regional EDA office for approval at least every five years to certify the plan guidelines still reflect the current economy and that the plan is following EDA's Standard Terms and Conditions.

PART II : REVOLVING LOAN FUND OPERATIONAL PROCEDURES

A. ORGANIZATION STRUCTURE

All operational procedures will conform, per EDA guidelines, to the most current Prudent Lending Practices as defined in 13 CFR 307.8. Additionally, the RLF Loan Review Committee and the Loan Administrator, shall adopt procedures to comply with, and ensure that potential borrowers comply with applicable Federal, state and local laws and regulations including but not limited to, 13 CFR Part 307.

1. Critical Operational Functions:

* **Marketing the RLF** : Promoting the benefits of the RLF will be the responsibility of the Loan Administrator and support staff and the Loan Review Committee.

* **Business assistance and advisory services**: Organizations that can assist and advise businesses within the lending area include the local SBDC in Athens, the SBA of Columbus, local economic development departments, and local Chambers of Commerce with Business Advisory Councils. The Loan Administrator shall refer prospective businesses to local training and employment programs, when applicable. Furthermore, projects shall be given referrals for business strategy counseling and marketing advice, when appropriate, as well as applicable local government programs which may assist in the businesses' chances for success.

* **Environmental reviews**: Contractors that can provide environmental reviews include, but are not limited to, the CDC of Ohio in Columbus, Ohio.

* **Loan processing** : The presenting private lender supplies the credit scores and credit analysis of the proposed RLF deal and the Loan Administrator will conduct an evaluation of the information provided for review by the Loan Review Committee. The Loan Administrator will contract with a third party to monitor prevailing wage compliance on construction projects and environmental reviews. The environmental review process may include contracting for services with qualified consultants, when necessary. These direct costs will be charged to the borrower.

* **Loan closings**: Fairfield County Economic and Workforce Development Department will close the loans with legal documents provided to staff by the Fairfield County Prosecuting Attorney.

* **Loan servicing**: The staff of the Fairfield County Economic and Workforce Development Department will provide loan servicing including monitoring repayment, referring troubled loans to the appropriate technical assistance provider, administering loan collections, handling defaulted loans, etc.

* **Organizational administration**: The staff of the Fairfield County Economic and Workforce Development Department will provide all organizational administration activities such as financial record keeping and ensuring compliance with all EDA requirements.

2. Loan Administration Board:

The Loan Review Committee (LRC) shall be responsible for making loan recommendations to the Fairfield County Commissioners. The Commisisoners will have final authority on the disbursement of funds.

***Size:** There shall be a nine member board known as the Loan Review Committee (LRC). The Loan Review Committee (LRC) will review, select and approve loan applications, set policy, and make lending recommendations concerning RLF loans to the Fairfield County Board of Commissioners.

***Experience and occupational requirements:** Board composition will include a Fairfield County Commissioner, a member from the Community Action Agency, three bankers, one attorney who is a resident of the county or who practices law in the county, and three members of the business community.

***Process for appointing members:** Members will be appointed by the Board of Commissioners no later than December 31st of the year in which any term expires. By December 1st of each year, the Loan Administrator will recommend to the Board of Commissioners the names of individuals for consideration for appointment to terms expiring that year. The current Loan Review Committee members and the Loan Administrator shall compile a list of candidates for the Commissioner's consideration. Prior to submission of names for consideration, committee members and loan administrator shall meet with candidates to determine their interest and availability to serve.

***Chair and Vice Chair:** The Chair and Vice Chair shall be elected by the membership of the RLF LRC. The voting will take place at the last regularly scheduled meeting of the calendar year. The Chair and Vice Chair may serve three consecutive one-year terms.

***Membership terms of service:** The positions of Commissioner and the member of the Fairfield County Community Action Agency shall be permanent positions and have no term limits. The remaining seven members of the board may serve two (2) consecutive three (3) year terms and may not be reappointed until they have been off the Committee for at least one (1) year. An appointment to fill an unexpired term does not count toward the two full terms maximum.

***Quorum requirements:** A simple majority of active Loan Review Committee members shall constitute a quorum for the purpose of project review, loan approval/disapproval, and all other actions of the committee.

3. Conflicts of Interest:

In order to eliminate any real or perceived conflict of interest, any transaction involving an employee, officer or board member of the Fairfield County Loan Review Committee will require that the employee, officer or board member remove him or herself from any position of influence or authority as it pertains to the transaction. This includes abstaining from voting on

loan approval and re-assignment of duties (such as Loan Summary preparation and Loan Monitoring) as they pertain to the transaction. In no case shall the Fairfield County Loan Review Committee's relationship with an employee, officer or director provide a basis for deviating from the credit standards or repayment expectations identified in this policy. In addition, EDA requires inclusion of the following:

1) Definitions:

- a) An "Interested Party" is any officer, employee or member of the board of directors or other governing board of Recipient, including any other parties that advise, approve, recommend or otherwise participate in the business decisions of Recipient, such as agents, advisors, consultants, attorneys, accountants or shareholders. An Interested Party also includes the Interested Party's "Immediate Family" (defined as a person's spouse or partner in a domestic relationship, parents, grandparents, siblings, children and grandchildren, but not distant relatives, such as cousins, unless the distant relative lives in the same household as the person) and other persons directly connected to the Interested Party by law or through a business arrangement.
- b) A conflict of interest generally exists when an Interested Party participates in a matter that has a direct and predictable effect on the Interested Party's personal or financial interests or there is an appearance that an Interested Party's objectivity in performing his or her responsibilities under the Project is impaired.
- c) An appearance of impairment of objectivity could result from an organizational conflict where, because of other activities or relationships with other persons or entities, a person is unable or potentially unable to render impartial assistance, services, or advice. It also could result from non-financial gain to the individual, such as benefit to reputation or prestige in a professional field.

2) Conflicts of interest rules.

Recipient must adhere to EDA conflicts of interest rules set forth at 13 CFR § 302.17, including the following rules specific to RLFs:

- a) An Interested Party of Recipient shall not receive, directly or indirectly, any personal or financial benefit resulting from the disbursement of RLF loans. A financial interest or benefit may include employment, stock ownership, a creditor or debtor relationship, or prospective employment with the organization selected or to be selected for a subaward.
- b) Recipient shall not lend RLF funds to an Interested Party.
- c) Former board members of Recipient and members of their Immediate Family shall not receive a loan from the RLF for a period of two years from the date that the board member last served on the board of directors.
- d) The clients of current and former board members are eligible for loans.

3) Duty to disclose.

Recipient must, in a timely fashion, disclose to EDA in writing any actual or potential conflict of interest.

4) Written standard of conduct.

- a) Recipient must maintain written standards of conduct to establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of a personal or organizational conflict of interest or personal gain in the administration of this RLF Award.
- b) Recipient must maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award and administration of contracts. See Section K, Other EDA Requirements, Subsection 4., Codes of Conduct and Sub-Award, Contract and Subcontract Provisions, Subsection b), Competition and Codes of Conduct for Subawards.

The county shall not make RLF funds available to a business applicant if the owner of such an interest is related by blood, marriage, law or business arrangement to Fairfield County or an employee of the county or any member of the Board of Commissioners, or a member of any other Board (hereinafter referred to as “other Board”) which advises, approves, recommends or otherwise participates in decisions concerning loans or the use of grant funds.

No officer, employee, or member of the Fairfield County Board of Commissioners, or other Board, or person related to the officer, employee, or member of the Board by blood, marriage, law, or business arrangement shall receive any benefits resulting from the use of loan or grant funds, unless the officer, employee, or Board member affected first discloses to the county on the public record the proposed or potential benefit and receives the county’s written determination that the benefit involved is not so substantial as to affect the integrity of the county’s decision process and of the services of the officer, employee or board member.

Applicants are required to sign an incentive disclosure document attesting to that the borrower does not fall into any of these prohibited classes.

An officer, employee or board member of the county shall not solicit or accept , directly or indirectly, any gift, gratuity, favor, entertainment or any other thing of monetary value, for himself or for another person, from any person or organization seeking to obtain a loan or any portion of the grant funds.

B. LOAN PROCESSING PROCEDURES

1. Standard loan application requirements: The Loan Administrator will screen the application to determine if the applicant meets the basic non-credit qualifications of the program. The review will include:

- Completion of all requested information on the application form
- Eligible business determination

- Is the business located in Fairfield County?
- Is the applicant an eligible entity?
- Is the applicant current on all tax obligations?
- If the applicant already exists, does it have less than 200 employees?

2. Credit and financial analysis: The Loan Administrator will require all the documents listed below to be part of the application as applicable:

- Company Financial Statements (Balance Sheet, Income Statement)
 - Three Year's Historical Financial Statements
 - Current Financial Statement (not more than 90 days old)
 - Projected Financial Statement (two years)
 - Monthly Cash Flow Analysis (one year for startups)
- Personal Financial Statements and Tax Returns
 - Principal owners of 20% or more are required to submit
- Project Plans and Specifications
- Schedule of existing business loans
- Appraisal reports
- Corporate Resolution; Articles of Incorporation
- Resumes of key management
- Lease or purchase commitment
- Private commitment letter from bank
- Specific use of loan proceeds
- Business plan
- Bank turndown letter specifying that credit is not otherwise available

3. Environmental reviews : An environmental review may be required. If the project is a real estate purchase (land or building) and a mortgage will be filed, an environmental review will be considered. The Loan Administrator will work with the Fairfield County Regional Planning Commission, or a qualified consultant, to complete any necessary determinations pursuant to the Economic Development Administration (U.S. Department of Commerce) regulations including but not limited to 13 CFR Parts 302 and 314, and the National Environmental Policy Act of 1969.

All construction projects will be required to provide sufficient information that will detail that the project will not result in a significant environmental impact. No activity shall be financed which would result in a significant adverse environmental impact unless that impact is to be mitigated to the point of insignificance. When necessary to ensure compliance, any required mitigation shall be made part of the loan conditions. No activity shall be financed which would adversely (without mitigation) impact floodplains, wetlands, significant historic or archeological properties, drinking water resources or nonrenewable natural resources.

No loan shall be made which would result in development other than underground utilities in the 100 year floodplain as defined by the Federal Emergency Management Agency unless all capacity removed from such floodplain is to be restored by excavation or other appropriate means per Executive Order 11988. Permissible development in flood areas must have a flood hazard building permit issued by the Fairfield County Regional Planning Commission. This determination will be made by reviewing the proposed development against FEMA Flood

Insurance Rate Maps.

Should the project be located within or adjacent to any wetland area the applicant may be required to provide wetland delineation information. No activity shall be financed which would result in alternation of any wetland or in any adverse impact on any wetland without consultation with the U.S. Department of the Interior and Wildlife Service and, if applicable, a Section 404 Permit with the Army Corp of Engineers.

The recipient shall notify the State Historic Preservation Officer (SHPO) of each approved loan that involves significant new construction and expansion and request and receive comments on the effect of the proposed activity on historic and archaeological resources prior to closing of the loan. In cases where SHPO has recommended actions or has determined an adverse impact the recipient and loan applicant must work with SHPO and EDA to address any issues before the loan is closed.

All loan applicants will be required to provide information regarding whether or not there are hazardous materials such as EPA listed hazardous substances, including but not limited to those listed in 40 CFR 300, leaking underground storage tanks, asbestos, p polychlorinated biphenyls (PCB), or other hazardous materials present on or adjacent to the affected property that that have been improperly handled and have the potential of endangering public health. If deemed necessary, the loan applicant may be required to perform or provide evidence of performance of a Phase I Site Assessment to identify possible sources of contamination, a Phase II Site Assessment to test soil and/or groundwater samples, and a Phase III Site Remediation involving mitigation of applicable contaminants. No activity shall be financed which involve unresolved site contamination issues. Loan applicant shall be responsible for working with the appropriate state environmental agency office to resolve any outstanding issues before any loan can be approved for the affected site.

4. Loan write-up: Upon receiving the above information, the Loan Administrator, his or her staff, or qualified consultant, as needed, will outline a tentative structure for the project and determine the initial repayment ability. The Loan Administrator may utilize a subcommittee of the Loan Review Committee and/or consultants, as needed, to consider the financial aspects of the loan. These aspects include credit analysis, collateral analysis, and cash flow analysis. The standard Risk Management (RMA) spread statement, credit bureau and Dunn & Bradstreet reports, debt ratio, profit ratio, return on investment ratio, etc., will be used as appropriate. The Loan Administrator or their staff will also determine if the proposal is consistent with the RLF Financing Policies and whether any environmental issues exist.

Part of this process will be to contact the partner lender in the project to determine the interest rate and terms associated with the partner's portion of the project.

A meeting will then be scheduled with the business and the business' lender. This meeting will either be in person or by telephone. The purpose of the meeting will be to thoroughly review the application, the business and the bank commitment.

5. Procedures for loan approvals: Following this meeting, the Loan Administrator, or qualified

consultant, as needed, will prepare a Project Write-Up which shall include the following, if applicable:

- Description of the business
 - Local, regional, state, national or international
 - Customer base
 - How long in business
 - Company management and structure
- Loan request
 - Amount
 - Purpose
 - Repayment/terms/source
 - Rate
 - Collateral/security
 - Guarantors
 - Participating lender(s)
- Financial analysis
 - Income statement
 - Trends, sales, margins, profits
 - Balance sheet
 - Trends, working capital
 - Operating ration analysis
 - Cash flow analysis
 - Repayment ability
 - Cash flow coverage
- Collateral Analysis
 - Appraisal
 - Environmental
 - Collateral coverage analysis
- Positive aspects of the project
- Negative aspects of the project
- Recommendation to the Loan Review Committee

Loan recommendations will be made on the evaluation of the following items. It should be recognized that each applicant is different, and that the loan structuring should reflect a judgment of the risk entailed in making the loan.

Credit: Demonstrated ability of the business to repay the loan based upon historical financial statements and/or reasonable projections.

Collateral: The initial premise of the program is that the assets being financed would comprise the collateral for the RLF loan. Collateral value should be sufficient to cover the private lender financing and the RLF financing. If necessary, the RLF may request additional collateral.

Character: Applicants must demonstrate a reasoned approach to business.

Management: Applicants should demonstrate the ability to manage their company from a wide range of areas necessary for success (marketing, sales, production, accounting, etc.) or have a team in place to supplement applicant's business needs.

As part of the loan application package, an applicant business shall be required to submit some proof of civil rights compliance as required by law. Prior to loan approval, the Loan Administrator shall review civil rights information.

Prior to loan approval, the Loan Administrator shall review employment practices of the company with regard to Equal Employment Opportunity. Following loan approval, the Loan Administrator shall monitor civil rights compliance. The company is obligated to forward any complaint regarding civil rights to the Loan Administrator. Documentation shall be placed in the borrower's file and reviewed periodically.

At a meeting of the Loan Review Committee, the Loan Administrator, or his or her staff, in cooperation with a program consultant as needed, shall make a presentation on the project and answer any questions. The presentation will include a recommendation for approval and a potential financial structure for the loan under consideration by the Committee. The Committee shall then make a decision on approval or disapproval and the terms and conditions of the financing. The borrower will be strongly encouraged to attend this meeting to more fully explain the project and answer committee questions.

The Loan Administrator shall document the reasons for rejection of any loan requests.

If the RLF is used in whole or in part to finance a building intended for use by the public or for the employment of physically handicapped, it must be accessible to the physically handicapped, pursuant to Public Law 90-480, as amended (42 U.S.C. 4151, et seq.), and the regulations issued thereunder.

In all construction contracts, the applicant shall be responsible for the contractor supplying the Compliance Monitor with payroll records documenting compliance with the Davis-Bacon Act, as amended [40 U.S.C. 276a-276a-5); 42 U.S.C. 3222]. This applies when construction is financed in whole or in part by the RLF and when any related construction contract exceeds \$2,000.

The Loan Review Committee (LRC) approval shall be in the form of a recommendation for the project to the Board of County Commissioners for their consideration and vote. It shall state any special terms or conditions of the financing. All voting action of the Loan Review Committee shall be recorded, with project recommendations so noted in the minutes of the Loan Review Committee meeting. A majority of the Loan Review Committee members eligible to vote constitutes approval of the loan out of committee and is then sent to the Fairfield County Board of Commissioners.

Final approval or disapproval of the loan application rests with the Fairfield County Board of Commissioners. The recommendation of the LRC shall be presented to the Commissioners

during a regularly scheduled meeting of the Board. The approval will be documented in the loan file as well as in the Fairfield County Commissioner's Journal with a resolution accepting or rejecting the proposed loan structure and terms.

C. LOAN CLOSING AND DISBURSEMENT PROCEDURES

After a loan decision is made, the Loan Administrator shall notify the applicant in writing specifying the loan amount, interest rate, term, and security/collateral required. The closing documents shall be prepared or reviewed by an Assistant County Prosecutor, in cooperation with the Loan Administrator.

1. Loan closing documents: The responsibility for closing and disbursal of funds is primarily that of the Loan Administrator and the designated Assistant County Prosecutor for the program. Documents suggested for consideration, but not limited to, are as follows:

- Original, signed loan application
- Loan agreement
- Reference to the Loan Review Committee minutes with loan approval
- A copy of the resolution approving the loan by the Fairfield County Commissioners
- Security Agreement(s)
- Personal Guarantee
- Deed or trust of mortgage (as applicable)
- Agreement of prior lien holder (as applicable)
- A signed bank turn-down letter demonstrating that credit is not otherwise available
- UCC as indicated by collateral
- Promissory Note
- Good Standing Certificate
- Title Insurance
- Key-man Life Insurance, when applicable
- Articles of Incorporation/Partnership Agreement/Limited Liability Companies
- Subordination Agreement
- Opinion of Counsel

2. Loan agreement provisions: Each loan agreement must clearly state the purpose of said loan, such as funding for working capital or machinery purchases, and be in compliance with 13 CFR 307.17 – Requirements for Revolving Loan Fund Cash Available for Lending.

All RLF loan documents and procedures must protect and hold the Federal government and the county harmless from and against all liabilities that the Federal Government or the county may incur as a result of providing an RLF grant or loan directly or indirectly in site preparation or construction, as well as the direct or indirect renovation or repair of any facility or site. These protections apply to the extent that the Federal government or the county may become potentially liable as a result of ground water, surface, soil or other natural or man-made condition on the property caused by operation of the RLF recipient or any of its borrowers, predecessors or successors as indicated in 13 CFR 307.10(c).

The Loan Administrator will ensure that any impacts, if applicable, to the physical environment are mitigated and that prospective borrowers, consultants and/or contractors will be made aware of all Federal statutory and regulatory requirements that apply to activities carried out with RLF loan. In the event of non-compliance with any Federal statutory and/or regulatory requirements the borrower will have an opportunity for corrective action or the loan will be called for complete repayment within a time period established by the RLF Loan Review Committee on a case-by-case basis.

3. Loan disbursement: Once the necessary and appropriate documents are completed, the Loan Administrator and/or the designated Assistant County Prosecutor may proceed to close the loan based upon the documents and the Resolution of the Board of County Commissioners. Upon closing, borrowers shall receive an amortization schedule listing their monthly payments.

D. LOAN SERVICING PROCEDURES

1. Repayment: Payments are always due the first day of the month. Borrowers shall receive a monthly invoice and mail their loan payments to the county. The first loan payment will be calculated as due by counting 30 days from closing date, and then the first of that next month will be the first due date. The initial payment shall include interest accrued from the date of fund disbursal to the payment due date. As indicated in Part I, Section D – Financing Policies, Item 9 – Moratoria, payments may be deferred for a period of time if approved by the Loan Review Committee.

Loan payments shall be received by the Loan Administrator at the Fairfield County Department of Economic and Workforce Development, 210 E. Main St., Office 407, Lancaster, Ohio 43130. Tracking, posting and depositing of loan repayments shall be the responsibility of the Loan Administrator and/or his or her staff or designee. Both the Loan Administrator and any designated staff that handles payments and deposits shall be bonded with employee dishonesty coverage in an amount sufficient for the RLF program. This coverage falls under the county insurance umbrella.

All loan payments shall be due and payable on the first of the month, with a grace period of fifteen (15) days. Any payments not received within the grace period shall incur a late fee of five percent (5%) of the monthly loan payment amount applied during the next billing cycle.

2. Monitoring: Loan servicing shall be the responsibility of the Loan Administrator. Upon receipt of a loan payment, the check shall be stamped “for deposit only” and may be either electronic or paper based. Checks shall be deposited into the county treasury using the county’s accounting system, MUNIS, directly upon receipt.

The Loan Administrator, or his or her designee, shall maintain a system to monitor due dates for the following items:

- Loan repayments
- Insurance renewals

- UCC renewals
- Financial Statements
- Tax returns
- Real estate taxes (the status of real estate taxes paid shall be checked by the Loan Administrator in the Office of the County Auditor)

Borrowers are given a two-year grace period from the date of the loan closing to meet the agreed upon job creation or retention goals as stipulated in the signed Loan Agreement. The Loan Administrator or his or her designee is responsible for working with loan recipients to ensure that job creation/retention data is being supplied in a timely manner to the Economic and Workforce Development Department. The data will be reviewed for accuracy and completeness by the Loan Administrator and reported to the RLF Loan Review Committee for compliance or remedy. Full Time Equivalent is defined in Part I, Section E3.

3. Loan files: For each loan, a servicing file shall be maintained and include the following:

- Copy of the initial RLF application
- Copy of private lender agreement
- Annual site visit reports and job creation/retention data
- Payment Schedule:
 - Loan Amortization schedule
 - Payment record (payments received, allocation to principal and interest and fees, accumulated past interest due, outstanding principal balances)
- Copies of Insurance Certificates indicating amount of insurance coverage and policy period
- Financial statements submitted by borrowers as part of their loan agreement
- General correspondence

Program files shall also be maintained by the Loan Administrator. File contents for each borrower shall include:

- Application information
- Closing documentation
- Servicing and loan repayment documentation

4. Job creation: On an annual basis, the Loan Administrator shall request such proof as may be necessary to substantiate current employment numbers from the borrower. The loan documents will contain language (commenced 2004) allowing for acceleration of the interest rate to market rates, indexed at the prime rate plus 1%, if the borrower fails to meet the job creation requirement after notice and a period to correct the deficiency cure. More recent language with signed loan agreements also gives the RLF the option to demand repayment in full of the loan amount if job targets agreed to are not met.

RLF clients will be contacted annually for compliance and asked to sign a form attesting to the number of jobs created / retained as well as furnish a copy of payroll as proof. Borrowers who do not provide job creation or retention numbers and associated payroll reports within 60 calendar days of initial request by the Economic and Workforce Development Department staff

will be subject to a fee of \$150 if their loans are funded after the official adoption of this plan by the Fairfield County Commissioners. The RLF Loan Review Committee may chose to impose other penalties as well or waive the fee in limited circumstances.

The loan portfolio shall also include information on the number of jobs created, documentation on new hires and other special provisions of the loans. If EDA-RLF funds are used for construction work, the Loan Administrator shall ensure that the contractor submits payroll records indicating Davis-Bacon Act compliance to the Fairfield County Commissioners for its review. Financial transactions including the disbursement of RLF funds and the receipt of loan repayments shall be the responsibility of the Loan Administrator.

The Loan Administrator shall report to the Loan Review Committee on the status of all loans such as in-process, approved, closed, repayment status and servicing issues.

5. Defaulted loans: Loans that are delinquent for 60 days may cause default proceedings to be instituted by the RLF Administrator in partnership with the County Prosecuting Attorney. Within 60 days from the date of default, a meeting shall be held with the company to determine whether restructuring the loan payments would be a viable alternative to foreclosure. Further business counseling referrals shall be made as appropriate. Requests for modifying or restructuring loan terms must be made in writing to the Loan Review Committee and the Loan Administrator shall make a recommendation to the Committee for its consideration. Default situations shall be closely monitored by the Loan Administrator and frequent reports made to the Committee. Forbearance shall not act as a waiver of any rights of the Loan Review Committee or the Board of County Commissioners.

In addition to non-payment, the borrower shall be in default if:

- The borrower has relocated the business out of the county;
- Falsified any part of the loan application; or
- Refuses to comply with the provisions of the Loan Agreement.

6. Write-offs: Once a loan has gone into default, the loan administrator shall work with the lender on the project as well as the lender's legal counsel and the Fairfield County Prosecuting attorney's office to identify legal processes that need to be completed. Administrator will identify collateral and the RLF's lien position to determine what collateral can be secured. Any collateral seized will have to be sold at www.govdeals.com. The RLF cannot sell seized collateral directly to an individual. The Loan Review Committee needs to vote to write the loan off once all avenues of collection are exhausted.

E. ADMINISTRATIVE PROCEDURES

1. New RLF's : Not applicable

2. Accounting: The Loan Administrator will close the loan once all approvals and waivers are received and appropriate loan documents are prepared and signed by the borrower. The entire

loan amount is disbursed at closing.

Fairfield County shall establish appropriate accounts to hold funds from the EDA Revolving Loan Fund. These accounts shall be separate and distinct from any other county or Economic and Workforce Development Department account and shall be maintained within the Fairfield County Treasury. Each account shall be interest bearing.

The RLF shall be re-capitalized through repayment of principal on each loan. In addition, the fund may be supplemented with future EDA funds or private funding with EDA's prior approval. Private funding would be considered voluntary contributed capital and be a permanent part of the RLF.

Payments to the RLF shall be deposited into an interest bearing account and be readily available for lending.

The accounting systems used by the Loan Administrator follows Generally Accepted Accounting Principles (GAPP). PORTFOL (a software package) tracks the loan, generates proper breakdown of principal and interest, tracks job creation and other compliance documents, and provides the data for the annual reports. MUNIS is used to prepare the balance sheet and profit and loss statements, and tracks all receipts and expenses. Any valid RLF expenses are paid through the county's accounting system. All money, less anticipated expenses in the reporting period, is available for lending. Up to 100% of the RLF Income may be used for administrative, marketing, and development costs.

Program Income includes repayments of RLF loan principal and interest. RLF Income includes interest earned on outstanding loan principal, interest earned on accounts, all loan fees and loan-related charges received from RLF borrowers, and other income generated from RLF operations. RLF Income does not include repayments of loan principal because RLF principal repayments represent the return of capital and not "income". Consequently, RLF Income is a narrower definition of income than "program income" in the Uniform Administrative Requirements For Grants and Cooperative Agreements to State and Local Governments in 15 CFR Part 24.25, which includes principal repayments.

The County may use RLF Income only to capitalize the RLF and/or to cover eligible and reasonable costs necessary to administer the RLF, unless otherwise provided for in the Special Terms and Conditions of the grant.

3. Administrative costs: RLF Income will be used to pay RLF administrative expenses. The County agrees (1) to use RLF Income only for those administrative expenses incurred during the fiscal year in which it is earned, and (2) to add any RLF Income remaining unexpended to the RLF capital base. RLF Income added to the RLF capital base may not be withdrawn, other than for lending purposes, without the prior written consent of the Government. The county will comply with current EDA administrative instructions regarding specification of the reporting as required by the EDA.

The anticipated maximum percentage of RLF Income to be used to pay for RLF administrative expenses is 5%. Funding for administrative expenses that exceed RLF Income will be covered by

funding from the Fairfield County Economic and Workforce Development Department. Administrative costs will be tracked by the Economic and Workforce Development staff and indicated on their biweekly time sheets.

Records of administrative costs incurred for activities relating to the operation of the RLF shall be retained for three years from the actual submission date of the last Annual Report which covers the period during which such costs were claimed, or for five years from the date the costs were claimed, whichever is less. The retention period for records of equipment acquired in connection with the RLF shall be three years from the date of disposition, replacement, or transfer of the equipment.

4. Allowable cash percentage: Effective Jan. 2, 2018, EDA replaced the Capital Utilization Rate of 25 percent with region-specific Allowable Cash Percentage (ACP) that is updated annually. The ACP is the average cash available for RLFs in the Chicago EDA region and is used for risk rating RLFs according to the Risk Analysis System.

Lending activity will be managed so that the cash available for lending is less than the current ACP in effect for the Chicago Region. However, if the Cash Available for Lending is greater than 50% of the RLF Capital Base for 24 consecutive months, EDA may take action to disallow the persistent excess cash.

5. EDA reporting: The Loan Administrator will generate a semi-annual or annual report in compliance with EDA requirements.

6. Audits: The EDA RLF is subject to an annual audit in compliance with 2 CFR Part 200, Subpart F. Additionally, the Loan Administrator provides pertinent data [loan amortization schedules, each current loan's principal and interest collected for the year, loans identified as uncollectable] to the County Auditor on an annual basis for the CAFR.

7. Administrative records. RLF Recipients must at all times:

(1) Maintain adequate accounting records and source documentation to substantiate the amount and percent of RLF Income expended for eligible RLF administrative costs.

(2) Retain records of administrative expenses incurred for activities and equipment relating to the operation of the RLF for three years from the actual submission date of the report that covers the fiscal year in which such costs were claimed.

(3) Consistent with §307.11(a), for the duration of RLF operations, maintain records to demonstrate:

(i) The adequacy of the RLF's accounting system to identify, safeguard, and account for the entire RLF Capital Base, outstanding RLF loans, and other RLF operations;

(ii) That standard RLF loan documents reasonably necessary or advisable for lending are in place; and

(iii) Evidence of fidelity bond coverage for persons authorized to handle funds under the Grant award in an amount sufficient to protect the interests of EDA and the RLF.

(4) Make available for inspection retained records, including those retained for longer than the required period. The record retention periods described in this section are minimum periods and such prescription does not limit any other record retention requirement of law or agreement. In no event will EDA question claimed administrative costs that are more than three years old, unless fraud is at issue.

Signature Page

Resolution No. 2019-12.10.k

A resolution to approve the recommendation of the Fairfield County Revolving Loan Fund Loan Review Committee for the revised EDA RLF Plan.

(Fairfield County Economic & Workforce Development)

Upon the motion of Commissioner Jeffrey M. Fix, seconded by Commissioner Steven A. Davis, this resolution has been Adopted:

Voting:

David L. Levacy, President	Aye
Steven A. Davis, Vice President	Aye
Jeffrey M. Fix	Aye

Board of County Commissioners
Fairfield County, Ohio

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.



Rachel Elsea
Board of County Commissioners
Fairfield County, Ohio



FAIRFIELD COUNTY REVOLVING LOAN FUND PLAN AMENDMENT NO.1 ECONOMIC INJURY DISASTER

Date: April 16, 2020

This amendment is for the Fairfield County Revolving Loan Fund Plan, hereinafter called “RLF,” previously adopted by the Fairfield County Board of Commissioners on December 10, 2019. The changes shall constitute a limited-scope amendment of the RLF Plan.

NOTE: For your reading ease, the language to be added is *italicized*. Language to be stricken is indicated by ~~strikethrough~~.

Proposed Amendment(s) to RLF Plan by the RLF Administrator, in conjunction with, the Office of Economic Development:

After section D (Financing Policies) subsection 13 of the RLF Plan, insert the following new two subsection(s):

Addition No.1 *14. **Payment Deferral:** Deferments or forbearance on principal repayments and subordination of loans may be provided to meet the credit needs of borrowers.*

Addition No.2 *15. **Emergency Financing Clause:** This clause may be enacted by the RLF Loan Review Committee to address pre/post-disaster, incident and/or economic changes to promote the well-being of the Fairfield County, Ohio economy. The duration of this clause is one (1)-year, with the ability to reenact. Upon enactment, the following will apply:*

- Prohibited lending to non-profit sector waived.* Reference Section D(4) of RLF Plan
- RLF borrower application fee waived.* Reference Section D(8) of RLF Plan
- The minimum loan interest rate will be set at least two (2), but no more than four (4) percentage points below the lesser of the current money center prime interest rate quoted in the Wall Street Journal.*
- Section D(9) Equity and Collateral requirements waived.*
- Bank turn-down letter specifying that credit is not otherwise available, NOT required of borrower.* Reference Part II Section B(2) of RLF Plan

Amendment reasoning: to encourage the economic resiliency of local and regional markets and business cycles.

SERVE • CONNECT • PROTECT

Signature Page

Resolution No. 2020-04.21.d

A resolution to approve an amendment to the Fairfield County EDA RLF Plan.
[Economic and Workforce Development]

(Fairfield County Economic & Workforce Development)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated in a major expenditure object category EMA 2090 Emergency Management Agency Fund [EMA]

WHEREAS, additional appropriations are needed in the major expenditure object category for 2090 Emergency Management Agency Fund; and

WHEREAS, appropriate from unappropriated will allow proper accounting in the major expenditure object category.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

The Fairfield County Board of Commissioners appropriate from unappropriated into the following category:

\$10,000.00 Contractual Services

For Auditor's Office Use Only:

12209035 530000 \$10,000.00 Contractual Services

Prepared by: Christy Noland
cc: EMA

Signature Page

Resolution No. 2020-04.21.e

A resolution to appropriate from unappropriated in a major expenditure object category EMA 2090 Emergency Management Agency Fund

(Fairfield County Emergency Management Agency)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Contract with The Shelly Company for the FAI-CR33A-0.000 Resurfacing Project.

WHEREAS, on March 10, 2020, this Board of Commissioners awarded the Bid for the FAI-CR33A-0.000 Resurfacing Project to The Shelly Company for \$3,131,542.21, and

WHEREAS, since the Contract Materials are in order and this Contract Agreement has been approved by the Fairfield County Prosecutor, the County Engineer recommends that this Board of Commissioners sign this Resolution and the Contract Agreement with The Shelly Company.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners approves the FAI-CR33A-0.000 Resurfacing Project Contract with The Shelly Company for \$3,131,542.21 by signing the Contract Agreement and this Resolution for this project to proceed.

SECTION 2: that the Clerk of this Board furnish the County Engineer with the Contract Agreement and Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

CONTRACT

This Contract, made this _____ day of _____, 2020, between the Fairfield County Commissioners, hereinafter called the Owner, and The Shelly Company and its successors, executors, administrators and assigns, hereinafter called the Contractor:

WITNESSETH: That the Owner and the Contractor for the consideration stated herein agree as follows:

ARTICLE I: Scope of the Work - The Contractor shall perform within the time stipulated, the Contract as herein defined of which this agreement is a component part and everything required to be performed and shall provide and furnish any and all of the labor and materials together with all tools, equipment and all utility and transportation services necessary to perform the Contract and complete in a workmanlike manner all the work covered by the Contract in connection with the Owner's Project identified as: FAI-CR33A-0.000 Resurfacing Project in strict conformity with the Proposal, Plans, and Specifications including any and all Addenda issued by the Owner with the other Contract Documents.

It is agreed that said labor, materials, tools, equipment, and services shall be furnished by the Contractor and the Contract performed and completed under the direction and supervision and subject to the approval of the Owner or its authorized representatives.

ARTICLE II: Unit Prices - The Owner shall pay to the Contractor, as full consideration for performance of the Contract, an amount computed upon the basis of the Quantity of work actually performed at the unit price bids in the Proposal Form.

It is understood that the quantities stated for the unit price bids are approximate only and are subject to either increase or decrease; and should the quantity of any item of the unit price work be increased, the Contractor shall perform the additional work at the unit price bid in the Proposal, and should the quantity be decreased, payment will be made on actual quantities completed at the unit price bid in the Proposal, and the Contractor will make no claim for anticipated profits for any decrease in quantities. Actual quantities will be determined upon completion of the work.

ARTICLE III: Performance Bond - The Contractor shall furnish an acceptable Performance Bond in the amount of One Hundred Percent (100%) of the amount Bid at the time of signing of this Contract.

ARTICLE IV: Prevailing Wage - The Contractor shall pay the Prevailing Wage on this Contract and in accordance with all Prevailing Wage Laws in this area. Davis/Bacon Federal Wage Rates apply to this federally funded project.

ARTICLE V: Failure to Complete on Time - If the Contractor fails to complete the work within the time allowed, not to commence prior to May 11, 2020, within a nine (9) consecutive week time period, and no later in any case than August 15, 2020, the Owner for each Calendar Day that any work shall remain uncompleted after the Contract completion date shall charge liquidated damages, from money due the Contractor, per the State of Ohio Department of Transportation Construction and Material Specifications Book specified in the General Specifications document included with this contract. The Owner may waive such portions of the liquidated damages as may accrue after the work is in condition for safe and convenient use by the Public.

ARTICLE VI: The Contractor covenants and agrees that this Contract shall consist of the documents as listed below which are attached hereto, incorporated herein by reference and made a part hereof:

- The Contract
- The Construction Plans
- The Bid Proposal
- General Specifications
- Performance and Payment Bond
- Certificates
- Experience Record
- Affidavit of Personal Property Tax Liability
- Affidavit of Lien Release
- Anti-Alcohol/Drug Policy
- General Conditions
- Prevailing Wage Determination
- Request for Taxpayer ID Number and Certification (W-9)
- ODOT/Federal-Aid Requirements
- Special Provisions, Waterway Permits
- Specifications/Location Plans

ARTICLE VII: In consideration of the premises and in accordance with the provisions of Article 30 of the General Conditions, the Owner agrees to pay to the Contractor the appropriate sum of three million, one hundred thousand thirty-one, five hundred forty-two dollars & 21/100 (\$3,131,542.21), of which \$2,000,000.00 is federal grant money that shall be paid directly by the Ohio Department of Transportation, and \$1,131,542.21 shall be paid by the Local Public Authority, as stipulated in the LPA Federal Project Agreement #26838. Payment shall be upon completion of: FAI-CR33A-0.000 Resurfacing Project after inspection and acceptance by the Owner.

ARTICLE VIII: The Contractor further covenants and agrees that he shall give the Owner no less than forty-eight (48) hours (working days - County calendar) written notice of occupying the construction site necessitating road closure. Notice to proceed shall be the date of receipt of the Contract signed by the County Commissioners.

The Contractor further covenants and agrees that in the hiring of employees for the performance of work under this Contract or any subcontract, no Contractor or Subcontractor or any person acting on his behalf, shall, by reason of race, creed, or color, discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the work to which the employment relates, and, further, that no Contractor, Subcontractor, nor any person acting on his behalf, shall, in any manner discriminate against or intimidate the employee hired for the performance of work under this Contract on account of race, creed or color.

ARTICLE IX: Both parties hereto agree that the provisions of Chapter 4115, Ohio Revised Code, and RELATED SECTIONS, shall be complied with, in all respects under this Contract.

IN WITNESS WHEREOF: The parties hereto have caused their names to be affixed by their duly authorized officers and caused their corporate seals to be affixed hereto.

OWNER: FAIRFIELD COUNTY COMMISSIONERS

BY:

Steven A. Davis
President

David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CONTRACTOR:

The Shelly Company

BY (signature):

RBR

BY (print name):

Ryan B Packer V.P.

ADDRESS:

80 Park Drive

Thornville, Ohio 43076

TELEPHONE:

(740) 246-6315

FAX:

(740) 246-4715

E-MAIL:

rpacker@shellyco.com

C E R T I F I C A T E S

The hereto attached Performance and Payment Bond being good and sufficient is accepted this _____ day of _____, 2020.

FAIRFIELD COUNTY BOARD OF COMMISSIONERS:

Steven A. Davis
President

David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CERTIFICATE OF COUNTY AUDITOR

I HEREBY CERTIFY that funds are available, or are in the process of collection from the Motor Vehicle Fund and/or 1/2-mill Levy Fund, in the amount of \$3,131,542.21. This figure has been lawfully appropriated, or authorized or directed for the FAI-CR33A-0.000 Resurfacing Project Project free from any obligation.

Local Share: \$1,131,542.21 Federal Grant Share: \$2,000,000.00 TOTAL: \$3,131,542.21

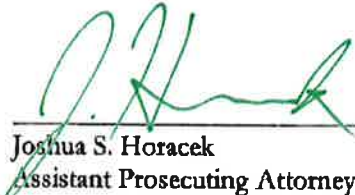


Jon A. Slater, Jr.
Fairfield County Auditor

Dated at Lancaster, Ohio: April 6th, 2020.

CERTIFICATE OF PROSECUTING ATTORNEY

I HEREBY APPROVE the form of the foregoing contract.



Joshua S. Horacek
Assistant Prosecuting Attorney

Date: April 17, 2020.

Signature Page

Resolution No. 2020-04.21.f

A Resolution to Approve the Contract with The Shelly Company for the
FAI -CR33A-0.000 Resurfacing Project.

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Notice to Commence for the FAI-CR33A-0.000 Resurfacing Project

CONTRACT: FAI-CR33A-0.000 Resurfacing Project

WHEREAS, by Resolution on March 10, 2020, this Board of Commissioners awarded a Contract to The Shelly Company; 80 Park Drive; PO Box 266; Thornville, Ohio 43076, in the amount of \$3,131,542.21 for the FAI-CR33A-0.000 Resurfacing Project.

WHEREAS, Section 1311, Ohio Revised Code requires the Public Authority to prepare a Notice of Commencement prior to commencement of performance, and

WHEREAS, the County Engineer is requesting the attached Notice be signed by the County Administrator for the Board of Commissioners.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners resolves to, and does hereby, authorize its County Administrator to sign the required Notice of Commencement in the matter of the FAI-CR33A-0.000 Resurfacing Project.

SECTION 2: that the Clerk of this Board furnish the County Engineer with a signed copy of the Recorded Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

NOTICE OF COMMENCEMENT
(Section 1311.04 and 1311.252, Ohio Revised Code)

STATE OF OHIO:

SS

COUNTY OF FAIRFIELD:

Now comes the Board of Commissioners of Fairfield County Ohio, who after being duly cautioned and sworn, states the following in connection with the FAI-CR33A-0.000 Resurfacing Project:

1. The Public Improvement under construction is the resurfacing of CR33A.

2. The name, address, and capacity of the Owner of the real property contracting for the improvement is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

3. The name and address of the fee owner of said real property is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

4. The name, address, and trade of the principal Contractor is: The Shelly Company; 80 Park Drive; PO Box 266; Thornville, OH 43076, whose principal trade is that of road contractor.

5. The fee owner of said property has no designee.
6. The date the public authority first executed a contract with the principal Contractor for the public improvement was March 10, 2020.
7. There are currently no lending institutions providing financing for this improvement.
8. The name and address of the surety on the bond guaranteeing payment of the original Contractor's obligations under the contract for this improvement is Liberty Mutual Insurance Company; 8044 Montgomery Road; Suite 150; Cincinnati, OH 45236.
9. To Lien Claimants and Subsequent Purchasers: Take notice that labor or work is about to begin on, or materials are about to be furnished for, an improvement to the real estate described in this instrument. A person having a mechanics' lien may preserve the lien by proving a Notice of Furnishing to the above-named designee and his original Contractor, if any, by timely recording an affidavit pursuant to Section 1311.06 of the Ohio Revised Code. A copy of this notice may be obtained upon making a written request by certified mail to the above-named owner, part owner, lessee, designee, or the person with whom you have contracted.
10. The name and address of the person preparing this notice is Joshua S. Horacek, Assistant Prosecuting Attorney for Fairfield County Ohio; 239 W. Main Street; Suite 101; Lancaster, Ohio 43130.

2020-04.21.g

11. The foregoing information is true and accurate to the best of my knowledge and belief.

12. Further affiant sayeth naught.

Carri L. Brown
County Administrator for
The Board of Commissioners of
Fairfield County Ohio, Affiant

Be it remembered, that on this _____ day of _____, 2020, before me, the subscriber, a notary public, in and for said state, personally came Carri L. Brown, County Administrator for the Board of Commissioners of Fairfield County Ohio, affiant in the foregoing Affidavit, who acknowledged that signing thereof to be his individual voluntary act and deed and the voluntary act and deed of the Board of Commissioners of Fairfield County Ohio.

In testimony thereof, I have hereunto subscribed my name and affixed my seal on this day and year aforesaid.

Notary Public – State of Ohio

Signature Page

Resolution No. 2020-04.21.g

A Resolution to Approve the Notice to Commence for the FAI -CR33A-0.000
Resurfacing Project

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for repairs and maintenance and services

WHEREAS, additional appropriations are needed in the major expenditure object category for 2024 Motor Vehicle and

WHEREAS, appropriate from unappropriated will allow proper accounting in the major expenditure object category.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The Fairfield County Board of Commissioners appropriate from unappropriated into the following category:

\$30,000.00 16202403-Contractual Services

For Auditor's Office Use Only:

16202403-530000	\$10,000.00
16202403-543000	\$20,000.00

Prepared by: Cheryl Slone
cc: Engineer

Signature Page

Resolution No. 2020-04.21.h

A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for repairs and maintenance and services

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Contract with Axis Civil Construction, LLC for the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project.

WHEREAS, on March 10, 2020, this Board of Commissioners awarded the Bid for the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project to Axis Civil Construction, LLC for \$211,866.00, and

WHEREAS, since the Contract Materials are in order and this Contract Agreement has been approved by the Fairfield County Prosecutor, the County Engineer recommends that this Board of Commissioners sign this Resolution and the Contract Agreement with Axis Civil Construction, LLC.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners approves the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project Contract with Axis Civil Construction, LLC for \$211,866.00 by signing the Contract Agreement and this Resolution for this project to proceed.

SECTION 2: that the Clerk of this Board furnish the County Engineer with the Contract Agreement and Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

CONTRACT

This Contract, made this _____ day of _____, 2020, between the Fairfield County Commissioners, hereinafter called the Owner, and Axis Civil Construction, LLC and its successors, executors, administrators and assigns, hereinafter called the Contractor:

WITNESSETH: That the Owner and the Contractor for the consideration stated herein agree as follows:

ARTICLE I: Scope of the Work - The Contractor shall perform within the time stipulated, the Contract as herein defined of which this agreement is a component part and everything required to be performed and shall provide and furnish any and all of the labor and materials together with all tools, equipment and all utility and transportation services necessary to perform the Contract and complete in a workmanlike manner all the work covered by the Contract in connection with the Owner's Project identified as: BER-34, FAI-CR154-0.687 Sugar Grove Road over the Hocking River Guardrail Improvement Project in strict conformity with the Proposal, Plans, and Specifications including any and all Addenda issued by the Owner with the other Contract Documents.

It is agreed that said labor, materials, tools, equipment, and services shall be furnished by the Contractor and the Contract performed and completed under the direction and supervision and subject to the approval of the Owner or its authorized representatives.

ARTICLE II: Unit Prices - The Owner shall pay to the Contractor, as full consideration for performance of the Contract, an amount computed upon the basis of the Quantity of work actually performed at the unit price bids in the Proposal Form.

It is understood that the quantities stated for the unit price bids are approximate only and are subject to either increase or decrease; and should the quantity of any item of the unit price work be increased, the Contractor shall perform the additional work at the unit price bid in the Proposal, and should the quantity be decreased, payment will be made on actual quantities completed at the unit price bid in the Proposal, and the Contractor will make no claim for anticipated profits for any decrease in quantities. Actual quantities will be determined upon completion of the work.

ARTICLE III: Performance Bond - The Contractor shall furnish an acceptable Performance Bond in the amount of One Hundred Percent (100%) of the amount Bid at the time of signing of this Contract.

ARTICLE IV: Prevailing Wage - The Contractor shall pay the Prevailing Wage on this Contract and in accordance with all Prevailing Wage Laws in this area. Davis/Bacon Federal Wage Rates apply to this federally funded project.

ARTICLE V: Failure to Complete on Time - If the Contractor fails to complete the work within the time allowed, not to commence prior to April 15, 2020, must be completed within a ten (10) consecutive week time period and no later in any case than October 15, 2020, the Owner for each Calendar Day that any work shall remain uncompleted after the Contract completion date shall charge liquidated damages, from money due the Contractor, per the State of Ohio Department of Transportation Construction and Material Specifications Book specified in the General Specifications document included with this contract. The Owner may waive such portions of the liquidated damages as may accrue after the work is in condition for safe and convenient use by the Public.

ARTICLE VI: The Contractor covenants and agrees that this Contract shall consist of the documents as listed below which are attached hereto, incorporated herein by reference and made a part hereof:

- The Contract
- The Construction Plans
- The Bid Proposal
- General Specifications
- Performance and Payment Bond
- Certificates
- Experience Record
- Affidavit of Personal Property Tax Liability
- Affidavit of Lien Release
- Anti-Alcohol/Drug Policy
- General Conditions
- Prevailing Wage Determination
- Request for Taxpayer ID Number and Certification (W-9)
- ODOT/Federal-Aid Requirements
- Special Provisions, Waterway Permits
- Specifications/Location Plans

ARTICLE VII: In consideration of the premises and in accordance with the provisions of Article 30 of the General Conditions, the Owner agrees to pay to the Contractor the appropriate sum of two hundred eleven thousand, eight hundred sixty-six dollars & 00/100 (\$211,866.00), of which \$200,000.00 is federal grant money that shall be paid directly by the Ohio Department of Transportation, and \$11,866.00 shall be paid by the Local Public Authority, as stipulated in the LPA Federal Project Agreement #26837. Payment shall be upon completion of: BER-34, FAI-CR154-0.687 Sugar Grove Road over the Hocking River Guardrail Improvement Project after inspection and acceptance by the Owner.

ARTICLE VIII: The Contractor further covenants and agrees that he shall give the Owner no less than forty-eight (48) hours (working days - County calendar) written notice of occupying the construction site necessitating road closure. Notice to proceed shall be the date of receipt of the Contract signed by the County Commissioners.

The Contractor further covenants and agrees that in the hiring of employees for the performance of work under this Contract or any subcontract, no Contractor or Subcontractor or any person acting on his behalf, shall, by reason of race, creed, or color, discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the work to which the employment relates, and, further, that no Contractor, Subcontractor, nor any person acting on his behalf, shall, in any manner discriminate against or intimidate the employee hired for the performance of work under this Contract on account of race, creed or color.

ARTICLE IX: Both parties hereto agree that the provisions of Chapter 4115, Ohio Revised Code, and RELATED SECTIONS, shall be complied with, in all respects under this Contract.

IN WITNESS WHEREOF: The parties hereto have caused their names to be affixed by their duly authorized officers and caused their corporate seals to be affixed hereto.

OWNER: FAIRFIELD COUNTY COMMISSIONERS

BY:

Steven A. Davis
President

David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CONTRACTOR:

Axis Civil Construction, LLC

BY (signature):



BY (print name):

Rob Sharrett

ADDRESS:

5715 Westbourne Avenue

Columbus, Ohio 43213

TELEPHONE:

614-626-8830

FAX:

614-626-8830

E-MAIL:

rob@axiscivil.com

C E R T I F I C A T E S

The hereto attached Performance and Payment Bond being good and sufficient is accepted this _____ day of _____, 2020.

FAIRFIELD COUNTY BOARD OF COMMISSIONERS:

Steven A. Davis
President

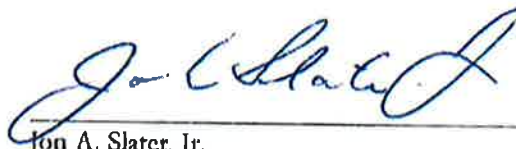
David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CERTIFICATE OF COUNTY AUDITOR

I HEREBY CERTIFY that funds are available, or are in the process of collection from the Motor Vehicle Fund and/or 1/2-mill Levy Fund, in the amount of \$211,866.00. This figure has been lawfully appropriated, or authorized or directed for the BER-34, FAI-CR154-0.687 Sugar Grove Road over the Hocking River Guardrail Improvement Project free from any obligation.

Local Share: \$11,866.00 Federal Grant Share: \$200,000.00 TOTAL: \$211,866.00



Jon A. Slater, Jr.
Fairfield County Auditor

Dated at Lancaster, Ohio: March 27th, 2020

CERTIFICATE OF PROSECUTING ATTORNEY

I HEREBY APPROVE the form of the foregoing contract.



Joshua S. Horacek
Assistant Prosecuting Attorney

Date: April 17, 2020

Signature Page

Resolution No. 2020-04.21.i

A Resolution to Approve the Contract with Axis Civil Construction, LLC for the BER-34, FAI -CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project.

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Notice to Commence for the BER-34 Guardrail Improvement Project

CONTRACT: BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project

WHEREAS, by Resolution on March 10, 2020, this Board of Commissioners awarded a Contract to Axis Civil Construction, LLC; 5715 Westbourne Avenue; Columbus, OH 43213, in the amount of \$211,866.00 for the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project.

WHEREAS, Section 1311, Ohio Revised Code requires the Public Authority to prepare a Notice of Commencement prior to commencement of performance, and

WHEREAS, the County Engineer is requesting the attached Notice be signed by the County Administrator for the Board of Commissioners.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners resolves to, and does hereby, authorize its County Administrator to sign the required Notice of Commencement in the matter of the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project.

SECTION 2: that the Clerk of this Board furnish the County Engineer with a signed copy of the Recorded Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

NOTICE OF COMMENCEMENT
(Section 1311.04 and 1311.252, Ohio Revised Code)

STATE OF OHIO:

SS

COUNTY OF FAIRFIELD:

Now comes the Board of Commissioners of Fairfield County Ohio, who after being duly cautioned and sworn, states the following in connection with the BER-34, FAI-CR154-0.698 Sugar Grove Road over the Hocking River Guardrail Improvement Project:

1. The Public Improvement under construction is the guardrail improvement on the BER-34 Bridge.

2. The name, address, and capacity of the Owner of the real property contracting for the improvement is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

3. The name and address of the fee owner of said real property is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

4. The name, address, and trade of the principal Contractor is: Axis Civil Construction, LLC; 5715 Westbourne Avenue; Columbus, OH 43213, whose principal trade is that of bridge contractor.

5. The fee owner of said property has no designee.
6. The date the public authority first executed a contract with the principal Contractor for the public improvement was March 10, 2020.
7. There are currently no lending institutions providing financing for this improvement.
8. The name and address of the surety on the bond guaranteeing payment of the original Contractor's obligations under the contract for this improvement is Fidelity & Deposit Company of Maryland; 1299 Zurich Way; 5th Floor; Schaumburg, IL 60196-1056.
9. To Lien Claimants and Subsequent Purchasers: Take notice that labor or work is about to begin on, or materials are about to be furnished for, an improvement to the real estate described in this instrument. A person having a mechanics' lien may preserve the lien by proving a Notice of Furnishing to the above-named designee and his original Contractor, if any, by timely recording an affidavit pursuant to Section 1311.06 of the Ohio Revised Code. A copy of this notice may be obtained upon making a written request by certified mail to the above-named owner, part owner, lessee, designee, or the person with whom you have contracted.
10. The name and address of the person preparing this notice is Joshua S. Horacek, Assistant Prosecuting Attorney for Fairfield County Ohio; 239 W. Main Street; Suite 101; Lancaster, Ohio 43130.

11. The foregoing information is true and accurate to the best of my knowledge and belief.

12. Further affiant sayeth naught.

Carri L. Brown
County Administrator for
The Board of Commissioners of
Fairfield County Ohio, Affiant

Be it remembered, that on this _____ day of _____, 2020, before me, the subscriber, a notary public, in and for said state, personally came Carri L. Brown, County Administrator for the Board of Commissioners of Fairfield County Ohio, affiant in the foregoing Affidavit, who acknowledged that signing thereof to be his individual voluntary act and deed and the voluntary act and deed of the Board of Commissioners of Fairfield County Ohio.

In testimony thereof, I have hereunto subscribed my name and affixed my seal on this day and year aforesaid.

Notary Public – State of Ohio

Signature Page

Resolution No. 2020-04.21.j

A Resolution to Approve the Notice to Commence for the BER-34 Guardrail Improvement Project

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Contract with J&J Bridge Company, Inc. for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project.

WHEREAS, on March 17, 2020, this Board of Commissioners awarded the Bid for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project to J&J Bridge Company, Inc. for \$169,260.50, and

WHEREAS, since the Contract Materials are in order and this Contract Agreement has been approved by the Fairfield County Prosecutor, the County Engineer recommends that this Board of Commissioners sign this Resolution and the Contract Agreement with J&J Bridge Company, Inc.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners approves the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project Contract with J&J Bridge Company, Inc. for \$169,260.50 by signing the Contract Agreement and this Resolution for this project to proceed.

SECTION 2: that the Clerk of this Board furnish the County Engineer with the Contract Agreement and Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

CONTRACT

This Contract, made this 25 day of MARCH, 2020, between the Fairfield County Commissioners, hereinafter called the Owner, and J&J Bridge Company, Inc. and its successors, executors, administrators and assigns, hereinafter called the Contractor.

WITNESSETH: That the Owner and the Contractor for the consideration stated herein agree as follows:

ARTICLE I: Scope of the Work - The Contractor shall perform within the time stipulated, the Contract as herein defined of which this agreement is a component part and everything required to be performed and shall provide and furnish any and all of the labor and materials together with all tools, equipment and all utility and transportation services necessary to perform the Contract and complete in a workmanlike manner all the work covered by the Contract in connection with the Owner's Project identified as: FAI-CR31-9.708 Coonpath Road Culvert Replacement Project in strict conformity with the Proposal, Plans, and Specifications including any and all Addenda issued by the Owner with the other Contract Documents.

It is agreed that said labor, materials, tools, equipment, and services shall be furnished by the Contractor and the Contract performed and completed under the direction and supervision and subject to the approval of the Owner or its authorized representatives.

ARTICLE II: Unit Prices - The Owner shall pay to the Contractor, as full consideration for performance of the Contract, an amount computed upon the basis of the Quantity of work actually performed at the unit price bids in the Proposal Form.

It is understood that the quantities stated for the unit price bids are approximate only and are subject to either increase or decrease; and should the quantity of any item of the unit price work be increased, the Contractor shall perform the additional work at the unit price bid in the Proposal, and should the quantity be decreased, payment will be made on actual quantities completed at the unit price bid in the Proposal, and the Contractor will make no claim for anticipated profits for any decrease in quantities. Actual quantities will be determined upon completion of the work.

ARTICLE III: Performance Bond - The Contractor shall furnish an acceptable Performance Bond in the amount of One Hundred Percent (100%) of the amount Bid at the time of signing of this Contract.

ARTICLE IV: Prevailing Wage - The Contractor shall pay the Prevailing Wage on this Contract and in accordance with all Prevailing Wage Laws in this area.

ARTICLE V: Failure to Complete on Time - If the Contractor fails to complete the work within the time allowed, not to commence prior to May 18, 2020, must be completed not later than October 16, 2020 with work to be completed within a four (4) consecutive week period, the Owner for each Calendar Day that any work shall remain uncompleted after the Contract completion date shall charge liquidated damages, from money due the Contractor, per the State of Ohio Department of Transportation Construction and Material Specifications Book specified in the General Specifications document included with this contract. The Owner may waive such portions of the liquidated damages as may accrue after the work is in condition for safe and convenient use by the Public.

ARTICLE VI: The Contractor covenants and agrees that this Contract shall consist of the documents as listed below which are attached hereto, incorporated herein by reference and made a part hereof:

- The Contract
- The Construction Plans
- The Bid Proposal
- General Specifications
- Performance and Payment Bond
- Non-Collusion Affidavit
- Certificates
- Experience Record
- Affidavit of Personal Property Tax Liability
- Affidavit of Lien Release
- Anti-Alcohol/Drug Policy
- General Conditions
- Prevailing Wage Determination
- Request for Taxpayer ID Number and Certification (W-9)
- Specifications/Location Plans

ARTICLE VII: In consideration of the premises and in accordance with the provisions of Article 30 of the General Conditions, the Owner agrees to pay to the Contractor the appropriate sum of one hundred sixty-nine thousand two hundred sixty dollars and 50/100(\$169,260.50) upon completion of FAI-CR31-9.708 Coonpath Road Culvert Replacement Project after inspection and acceptance by the Owner.

ARTICLE VIII: The Contractor further covenants and agrees that he shall give the Owner no less than forty-eight (48) hours (working days - County calendar) written notice of occupying the construction site necessitating road closure. Notice to proceed shall be the date of receipt of the Contract signed by the County Commissioners.

The Contractor further covenants and agrees that in the hiring of employees for the performance of work under this Contract or any subcontract, no Contractor or Subcontractor or any person acting on his behalf, shall, by reason of race, creed, or color, discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the work to which the employment relates, and, further, that no Contractor, Subcontractor, nor any person acting on his behalf, shall, in any manner discriminate against or intimidate the employee hired for the performance of work under this Contract on account of race, creed or color.

ARTICLE IX: Both parties hereto agree that the provisions of Chapter 4115, Ohio Revised Code, and RELATED SECTIONS, shall be complied with, in all respects under this Contract.

IN WITNESS WHEREOF: The parties hereto have caused their names to be affixed by their duly authorized officers and caused their corporate seals to be affixed hereto.

OWNER: FAIRFIELD COUNTY COMMISSIONERS

BY:

Steven A. Davis
President

David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CONTRACTOR:

J & J Bridge Company INC

BY (signature):

Jim Stewart

BY (print name):

Jim STEWART

ADDRESS:

3049 Rough & Ready Rd

New Concord OH 43762

TELEPHONE:

740-260-0143

FAX:

330-239-1195

E-MAIL:

JJ Bridge Co @ Email.com

C E R T I F I C A T E S

The hereto attached Performance and Payment Bond being good and sufficient is accepted this _____ day of _____, 2020.

FAIRFIELD COUNTY BOARD OF COMMISSIONERS:


Steven A. Davis
President

David L. Levacy
Commissioner

Jeffrey M. Fix
Commissioner

CERTIFICATE OF COUNTY AUDITOR

I HEREBY CERTIFY that funds are available, or are in the process of collection from the Motor Vehicle Fund and/or ½-mill Levy Fund, in the amount of \$169,260.50. This figure has been lawfully appropriated, or authorized or directed for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project free from any obligation.




Jon A. Slater, Jr.
Fairfield County Auditor

Dated at Lancaster, Ohio: March 20, 2020.

CERTIFICATE OF PROSECUTING ATTORNEY

I HEREBY APPROVE the form of the foregoing contract.



Joshua S. Horacek
Assistant Prosecuting Attorney

Date: April 17, 2020.

Signature Page

Resolution No. 2020-04.21.k

A Resolution to Approve the Contract with J&J Bridge Company, Inc. for the
FAI -CR31-9.708 Coonpath Road Culvert Replacement Project.

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted
upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Approve the Notice to Commence for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project

CONTRACT: FAI-CR31-9.708 Coonpath Road Culvert Replacement Project

WHEREAS, by Resolution on March 17, 2020, this Board of Commissioners awarded a Contract to J&J Bridge Company, Inc.; 3049 Rough & Ready Road; New Concord, OH 43762, in the amount of \$169,260.50 for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project.

WHEREAS, Section 1311, Ohio Revised Code requires the Public Authority to prepare a Notice of Commencement prior to commencement of performance, and

WHEREAS, the County Engineer is requesting the attached Notice be signed by the County Administrator for the Board of Commissioners.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Commissioners resolves to, and does hereby, authorize its County Administrator to sign the required Notice of Commencement in the matter of the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project.

SECTION 2: that the Clerk of this Board furnish the County Engineer with a signed copy of the Recorded Resolution for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department

NOTICE OF COMMENCEMENT
(Section 1311.04 and 1311.252, Ohio Revised Code)

STATE OF OHIO:

SS

COUNTY OF FAIRFIELD:

Now comes the Board of Commissioners of Fairfield County Ohio, who after being duly cautioned and sworn, states the following in connection with the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project:

1. The Public Improvement under construction is the replacement of a culvert on Coonpath Road.

2. The name, address, and capacity of the Owner of the real property contracting for the improvement is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

3. The name and address of the fee owner of said real property is the Board of Commissioners of Fairfield County Ohio; 210 East Main Street; Room 301; Lancaster, Ohio 43130-3879.

4. The name, address, and trade of the principal Contractor is: J&J Bridge Company, Inc.; 3049 Rough & Ready Road; New Concord, OH 43762, whose principal trade is that of bridge contractor.

5. The fee owner of said property has no designee.
6. The date the public authority first executed a contract with the principal Contractor for the public improvement was March 17, 2020.
7. There are currently no lending institutions providing financing for this improvement.
8. The name and address of the surety on the bond guaranteeing payment of the original Contractor's obligations under the contract for this improvement is West Bend Mutual Insurance Company; PO Box 620976; Middleton, WI 53562.
9. To Lien Claimants and Subsequent Purchasers: Take notice that labor or work is about to begin on, or materials are about to be furnished for, an improvement to the real estate described in this instrument. A person having a mechanics' lien may preserve the lien by proving a Notice of Furnishing to the above-named designee and his original Contractor, if any, by timely recording an affidavit pursuant to Section 1311.06 of the Ohio Revised Code. A copy of this notice may be obtained upon making a written request by certified mail to the above-named owner, part owner, lessee, designee, or the person with whom you have contracted.
10. The name and address of the person preparing this notice is Joshua S. Horacek, Assistant Prosecuting Attorney for Fairfield County Ohio; 239 W. Main Street; Suite 101; Lancaster, Ohio 43130.

2020-04.21.I

11. The foregoing information is true and accurate to the best of my knowledge and belief.

12. Further affiant sayeth naught.

Carri L. Brown
County Administrator for
The Board of Commissioners of
Fairfield County Ohio, Affiant

Be it remembered, that on this _____ day of _____, 2020, before me, the subscriber, a notary public, in and for said state, personally came Carri L. Brown, County Administrator for the Board of Commissioners of Fairfield County Ohio, affiant in the foregoing Affidavit, who acknowledged that signing thereof to be his individual voluntary act and deed and the voluntary act and deed of the Board of Commissioners of Fairfield County Ohio.

In testimony thereof, I have hereunto subscribed my name and affixed my seal on this day and year aforesaid.

Notary Public – State of Ohio

Signature Page

Resolution No. 2020-04.21.I

A Resolution to Approve the Notice to Commence for the FAI -CR31-9.708 Coonpath Road Culvert Replacement Project

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 7521, subfund#8232 – Family Adult Children First

WHEREAS, appropriations are necessary for approved grant expenses remaining in 2020 for the Ohio Department of Medicaid Multi System Youth grant; and

WHEREAS, appropriations from unappropriated funds will allow the budget to increase in the major category expense for contractual services for org# 60823220; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the Fairfield County Auditor appropriate from unappropriated funds in the major expense category of contractual services for org#60823220 (Fund# 7521)

\$ 125,596.50 contractual services

For Auditor's Office Use Only:

Section 1.

\$ 125,596.50 60823220 532000 out of home placement

Section 2. Issue an Amended Certificate in the amount \$125,596.50 to credit of fund # 7521, subfund# 8232

Section 3. Request that the Fairfield County Auditor, on behalf of the Budget Commission, update the following receipt line item:

+\$125,596.50 60823220 433400 state grants

Signature Page

Resolution No. 2020-04.21.m

A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 7521, subfund#8232 – Family Adult Children First

(Fairfield County Family, Adult and Children First Council)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018

WHEREAS, Fairfield County Job & Family Services and the Fairfield County Child Support Enforcement Agency merged operations January 1, 2000, and

WHEREAS, Fairfield County Job & Family Services has been expending funds from the public assistance fund for costs attributable to the Child Support Enforcement Agency (CSEA) division, and

WHEREAS, the CSEA has received funds to cover these costs and such funds have been deposited in the CSEA fund (2015) as required, and

WHEREAS, it is necessary for the public assistance fund (2018) to recover the costs from the CSEA fund (2015), and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1: That the Fairfield County Auditor reflect the following memo receipt, for costs owed to the PA fund:

12201807-434008 (Reimbursement from the CSEA) \$341.24

Section 2. That the Fairfield County Board of Commissioners approves the following expenditure of shared costs and requests that the Fairfield County Auditor accomplish the transaction as if a regular County Auditor warrant, reimbursing the public assistance fund for costs incurred by the CSEA.

Memo expenditure as referenced in supporting documentation:

Vendor: 06396 Job and Family Services

Account: 12201507 900000 Reimburse public assistance

Amount: \$341.24

Subject to final quarterly reconciliation from ODJFS

Prepared by: *Bart Hampson Deputy Director JFS Finance*

cc: JFS Finance

CSEA to PA Shared	Owed to PA Fund	Paid to PA Fund	Balance	Notes
2020				
Jan-20	\$ 28,024.67	\$ 17,942.53	\$ 28,024.67	Resolution 2020-01.21.k
Feb-20	\$ 17,322.98	\$ 28,024.67	\$ 17,322.98	Resolution 2020-02.18.j
Mar-20	\$ 18,085.83	\$ 35,067.57	\$ 341.24	Resolution 2020-03.17.k & Resolution 2020-03.24.u
Apr-20	\$ 19,875.71	\$ 341.24	\$ 19,875.71	Resolution 2020
May-20	\$ 22,428.36	\$ 19,875.71	\$ 22,428.36	-
Jun-20	\$ 24,238.79	\$ 22,428.36	\$ 24,238.79	-
Jul-20	\$ 17,708.46	\$ 24,238.79	\$ 17,708.46	-
Aug-20	\$ 16,319.61	\$ 17,708.46	\$ 16,319.61	-
Sep-20	\$ 26,059.57	\$ 16,319.61	\$ 26,059.57	-
Oct-20	\$ 17,656.77	\$ 26,059.57	\$ 17,656.77	-
Nov-20	\$ 17,788.60	\$ 17,656.77	\$ 17,788.60	-
Dec-20	\$ 18,976.59	\$ 17,788.60	\$ 18,976.59	-
Total	\$ 244,485.94	\$ 243,451.88	N/A	Totals

LAA23 - Fairfield County Public Assistance

Financial Summary by Project/Account/AgencyUse by Quarter

SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
Adult Protective Service JFSCAAPS								
	JFSSSF20 - GRF	JFSFA776		510050	1,849.17	0.00	0.00	1,849.17
		JFSSAS700	JFSSAS723	426053	(43.13)	(106.49)	(3.03)	(152.65)
		JFSSAS700	JFSSAS723	501001	25,055.42	18,648.23	19,505.48	63,209.13
		JFSSAS700	JFSSAS723	510050	357.63	0.00	0.00	357.63
		JFSSAS700	JFSSAS723	521092	2,345.22	1,532.33	1,662.09	5,539.64
				Total:	29,564.31	20,074.07	21,164.54	70,802.92
CCMEP TANF Admin - CDJFS Lead JFSCACMA								
	JFSCCTF20 - 3V60	JFSSAI106	JFSSAI118	426053	(22.09)	(51.91)	(0.53)	(74.53)
		JFSSAI106	JFSSAI118	501001	4,249.00	3,178.75	3,161.34	10,589.09
		JFSSAI106	JFSSAI118	510050	0.00	0.00	7.01	7.01
		JFSSAI106	JFSSAI118	521092	283.68	143.75	126.61	554.04
				Total:	4,510.59	3,270.59	3,294.43	11,075.61
CCMEP TANF Reg - CDJFS Lead JFSCACMP								
	JFSCCTF20 - 3V60	JFSFA401		203300	0.00	0.00	2,500.00	2,500.00
		JFSFA402		510050	25,405.30	2,641.28	13,888.24	41,934.82
		JFSFA403		510050	7,674.10	8,408.83	6,979.66	23,062.59
		JFSFA404		203300	0.00	0.00	15,137.02	15,137.02
		JFSFA404		203310	0.00	0.00	800.00	800.00
		JFSFA404		510050	7,927.92	17,572.50	27,758.11	53,258.53
		JFSSAI106	JFSSAI119	426053	(11.07)	(25.99)	(0.27)	(37.33)
		JFSSAI106	JFSSAI119	501001	2,127.20	1,591.39	1,582.68	5,301.27
		JFSSAI106	JFSSAI119	510050	0.00	0.00	3.51	3.51
		JFSSAI106	JFSSAI119	521092	142.03	71.97	63.38	277.38
		JFSSAI106	JFSSAI120	426053	(143.71)	(337.62)	(3.47)	(484.80)
		JFSSAI106	JFSSAI120	501001	27,631.99	20,671.93	20,558.73	68,862.65
		JFSSAI106	JFSSAI120	510050	0.00	0.00	45.57	45.57
		JFSSAI106	JFSSAI120	521092	1,844.87	934.81	823.33	3,603.01
		JFSSAI106	JFSSAI121	426053	(11.07)	(25.99)	(0.27)	(37.33)
		JFSSAI106	JFSSAI121	501001	2,127.20	1,591.39	1,582.68	5,301.27
		JFSSAI106	JFSSAI121	510050	0.00	0.00	3.51	3.51
		JFSSAI106	JFSSAI121	521092	142.03	71.97	63.38	277.38
				Total:	74,856.79	53,166.47	91,785.79	219,809.05
Child Care Administration JFSCAADM								
	JFSCCD20 - 3H70	JFSFA318		510050	0.00	0.00	39.43	39.43
		JFSFA318		887500	0.00	0.00	(0.45)	(0.45)

LAA23 - Fairfield County Public Assistance
Financial Summary by Project/Account/Agency Use by Quarter

SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
	JFSCCD20 - 3H70	JFSSAI500		887500	0.00	0.00	(391.40)	(391.40)
		JFSSAI500	JFSSAI503	426053	(22.09)	(51.91)	(0.53)	(74.53)
		JFSSAI500	JFSSAI503	501001	4,249.00	3,178.75	3,161.34	10,589.09
		JFSSAI500	JFSSAI503	510050	0.00	0.00	7.01	7.01
		JFSSAI500	JFSSAI503	521092	283.68	143.75	126.61	554.04
		Total:			4,510.59	3,270.59	2,942.01	10,723.19
Child Care Collections JFSCACCR								
	JFSCCD20 - 3H70	JFSFA940		452525	(3,023.76)	(13,193.28)	0.00	(16,217.04)
		Total:			(3,023.76)	(13,193.28)	0.00	(16,217.04)
Child Care Non-Admin JFSCACCA								
	JFSCCD20 - 3H70	JFSSAI500		887500	0.00	0.00	(11,301.87)	(11,301.87)
		JFSSAI500	JFSSAI500	426053	(154.77)	(363.60)	(3.73)	(522.10)
		JFSSAI500	JFSSAI500	501001	29,759.19	22,263.33	22,141.40	74,163.92
		JFSSAI500	JFSSAI500	510050	0.00	0.00	49.08	49.08
		JFSSAI500	JFSSAI500	521092	1,986.90	1,006.78	886.72	3,880.40
		Total:			31,591.32	22,906.51	11,771.60	66,269.43
Child Welfare Services JFSCACWS								
	JFSSSF20 - GRF	JFSSAS760		887500	0.00	0.00	(219,676.25)	(219,676.25)
		JFSSAS760	JFSSAS761	426053	(275.38)	(679.89)	(19.31)	(974.58)
		JFSSAS760	JFSSAS761	501001	159,968.34	119,061.08	124,534.30	403,563.72
		JFSSAS760	JFSSAS761	510050	2,283.31	0.00	0.00	2,283.31
		JFSSAS760	JFSSAS761	521092	14,973.30	9,783.32	10,611.75	35,368.37
		JFSSAS760	JFSSAS764	426053	(3.31)	(8.18)	(0.23)	(11.72)
		JFSSAS760	JFSSAS764	501001	1,926.00	1,433.48	1,499.38	4,858.86
		JFSSAS760	JFSSAS764	510050	27.49	0.00	0.00	27.49
		JFSSAS760	JFSSAS764	521092	180.27	117.79	127.76	425.82
		JFSSAS760	JFSSAS765	426053	(3.31)	(8.18)	(0.23)	(11.72)
		JFSSAS760	JFSSAS765	501001	1,926.00	1,433.48	1,499.38	4,858.86
		JFSSAS760	JFSSAS765	510050	27.49	0.00	0.00	27.49
		JFSSAS760	JFSSAS765	521092	180.27	117.79	127.76	425.82
		JFSSAS760	JFSSAS769	426053	(414.74)	(1,023.94)	(29.09)	(1,467.77)
		JFSSAS760	JFSSAS769	501001	240,918.42	179,310.52	187,553.40	607,782.34
		JFSSAS760	JFSSAS769	510050	3,438.75	0.00	0.00	3,438.75
		JFSSAS760	JFSSAS769	521092	22,550.43	14,734.08	15,981.75	53,266.26
		JFSSAS760	JFSSAS770	426053	(129.40)	(319.46)	(9.08)	(457.94)
		JFSSAS760	JFSSAS770	501001	75,166.27	55,944.68	58,516.44	189,627.39
		JFSSAS760	JFSSAS770	510050	1,072.88	0.00	0.00	1,072.88

LAA23 - Fairfield County Public Assistance

Financial Summary by Project/Account/AgencyUse by Quarter

SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
JFSSSF20 - GRF								
		JFSSAS760	JFSSAS770	521092	7,035.69	4,597.01	4,986.27	16,618.97
		JFSSAS760	JFSSAS771	426053	(19.90)	(49.14)	(1.40)	(70.44)
		JFSSAS760	JFSSAS771	501001	11,561.81	8,605.21	9,000.79	29,167.81
		JFSSAS760	JFSSAS771	510050	165.03	0.00	0.00	165.03
		JFSSAS760	JFSSAS771	521092	1,082.21	707.10	766.97	2,556.28
		JFSSAS760	JFSSAS774	426053	(23.23)	(57.35)	(1.63)	(82.21)
		JFSSAS760	JFSSAS774	501001	13,493.61	10,043.01	10,504.69	34,041.31
		JFSSAS760	JFSSAS774	510050	192.60	0.00	0.00	192.60
		JFSSAS760	JFSSAS774	521092	1,263.01	825.23	895.11	2,983.35
		JFSSAS760	JFSSAS781	426053	(26.54)	(65.53)	(1.86)	(93.93)
		JFSSAS760	JFSSAS781	501001	15,419.61	11,476.50	12,004.07	38,900.18
		JFSSAS760	JFSSAS781	510050	220.09	0.00	0.00	220.09
		JFSSAS760	JFSSAS781	521092	1,443.31	943.03	1,022.89	3,409.23
		JFSSAS760	JFSSAS784	426053	(19.90)	(49.14)	(1.40)	(70.44)
		JFSSAS760	JFSSAS784	501001	11,561.81	8,605.21	9,000.79	29,167.81
		JFSSAS760	JFSSAS784	510050	165.03	0.00	0.00	165.03
		JFSSAS760	JFSSAS784	521092	1,082.21	707.10	766.97	2,556.28
		JFSSAS760	JFSSAS787	426053	(3.31)	(8.18)	(0.23)	(11.72)
		JFSSAS760	JFSSAS787	501001	1,926.00	1,433.48	1,499.38	4,858.86
		JFSSAS760	JFSSAS787	510050	27.49	0.00	0.00	27.49
		JFSSAS760	JFSSAS787	521092	180.27	117.79	127.76	425.82
		JFSSAS760	JFSSAS789	426053	(3.31)	(8.18)	(0.23)	(11.72)
		JFSSAS760	JFSSAS789	501001	1,926.00	1,433.48	1,499.38	4,858.86
		JFSSAS760	JFSSAS789	510050	27.49	0.00	0.00	27.49
		JFSSAS760	JFSSAS789	521092	180.27	117.79	127.76	425.82
Total:					592,670.43	429,270.99	232,913.81	1,254,855.23
CSEA Transfer JFSCACSX								
JFSOLS20 - GRF								
		JFSFA050		426053	(306.14)	(771.85)	(22.29)	(1,100.28)
		JFSFA050		501001	18,058.77	13,059.99	13,335.93	44,454.69
		JFSFA050		521092	10,272.04	5,034.84	4,772.19	20,079.07
Total:					28,024.67 ✓	17,322.98 ✓	18,085.83 ✓	63,433.48 ✓
CSEA TRANSFER TO PA JFSCACTR								
JFSOLS20 - GRF								
		JFSFA907		471000	(17,942.53)	(28,024.67)	(35,067.57)	(81,034.77)
Total:					(17,942.53)	(28,024.67)	(35,067.57)	(81,034.77)
Disability Asst Mandated Share JFSCADAS								
JFSOLS20 - GRF								
		JFSFA951		885500	877.83	877.83	877.83	2,633.49
Total:					877.83	877.83	877.83	2,633.49

LAA23 - Fairfield County Public Assistance
 Financial Summary by Project/Account/Agency Use by Quarter

SL Name: LAA23 - Fairfield County Public Assistance
 Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
FAET - 100% JFSCAFST								
	JFSCF120 - 3840	JFSSAI300		887500	0.00	0.00	(8,743.08)	(8,743.08)
		JFSSAI300	JFSSAI308	426053	(44.23)	(103.89)	(1.07)	(149.19)
		JFSSAI300	JFSSAI308	501001	8,503.40	6,361.53	6,326.69	21,191.62
		JFSSAI300	JFSSAI308	510050	0.00	0.00	14.02	14.02
		JFSSAI300	JFSSAI308	521092	567.72	287.67	253.37	1,108.76
				Total:	9,026.89	6,545.31	(2,150.07)	13,422.13
FAET - 50% JFSCFAFO								
	JFSCF520 - 3840	JFSFA212		887500	0.00	0.00	4,371.54	4,371.54
				Total:	0.00	0.00	4,371.54	4,371.54
FAET PARTICIPATION - 50% JFSCAFPA								
	JFSCFP20 - 3840	JFSFA281		510050	566.13	191.13	130.65	887.91
				Total:	566.13	191.13	130.65	887.91
	JFSSSF20 - GRF	JFSFA281		510050	566.14	191.13	130.65	887.92
				Total:	566.14	191.13	130.65	887.92
Food Assistance Earnings JFSCAFSE								
	JFSSSF20 - 5B60	JFSFA163		471000	0.00	0.00	(20,976.78)	(20,976.78)
				Total:	0.00	0.00	(20,976.78)	(20,976.78)
Food Assistance JFSCAFSP								
	JFSCFB20 - 3840	JFSSAI300	JFSSAI300	426053	(116.08)	(272.71)	(2.80)	(391.59)
		JFSSAI300	JFSSAI300	501001	22,319.40	16,697.49	16,606.06	55,622.95
		JFSSAI300	JFSSAI300	510050	0.00	0.00	36.81	36.81
		JFSSAI300	JFSSAI300	521092	1,490.19	755.09	665.05	2,910.33
		JFSSAI300	JFSSAI302	426053	(27.64)	(64.95)	(0.67)	(93.26)
		JFSSAI300	JFSSAI302	501001	5,315.30	3,976.46	3,954.69	13,246.45
		JFSSAI300	JFSSAI302	510050	0.00	0.00	8.77	8.77
		JFSSAI300	JFSSAI302	521092	354.89	179.83	158.38	693.10
		JFSSAI300	JFSSAI306	426053	(11.05)	(25.96)	(0.27)	(37.28)
		JFSSAI300	JFSSAI306	501001	2,124.50	1,589.38	1,580.67	5,294.55
		JFSSAI300	JFSSAI306	510050	0.00	0.00	3.51	3.51
		JFSSAI300	JFSSAI306	521092	141.84	71.88	63.31	277.03
				Total:	31,591.35	22,906.51	23,073.51	77,571.37
	JFSOLS20 - GRF	JFSFA751		885500	9,604.58	9,604.58	9,604.58	28,813.74
				Total:	9,604.58	9,604.58	9,604.58	28,813.74
Food Assistance Refunds JFSCAFSR								
	JFSSFB20B - 3840	JFSFA980		470604	(22,130.05)	(7,011.87)	(6,326.11)	(35,468.03)
				Total:	(22,130.05)	(7,011.87)	(6,326.11)	(35,468.03)
FS State Exchge Prog Contracts JFSCAFSS								

LAA23 - Fairfield County Public Assistance

Financial Summary by Project/Account/AgencyUse by Quarter

SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
	JFSSSF20 - GRF	JFSFA633		510050	100.00	0.00	0.00	100.00
				Total:	100.00	0.00	0.00	100.00
<u>Income Maintenance JFSCASIM</u>								
	JFSSSF20 - GRF	JFSFA750		887500	(9,604.58)	(9,604.58)	(9,604.58)	(28,813.74)
		JFSFA753		887500	0.00	0.00	4,371.54	4,371.54
		JFSFA950		887500	(877.83)	(877.83)	(877.83)	(2,633.49)
		JFSSAI300	JFSSAI300	426053	(116.07)	(272.70)	(2.80)	(391.57)
		JFSSAI300	JFSSAI300	501001	22,319.38	16,697.49	16,606.05	55,622.92
		JFSSAI300	JFSSAI300	510050	0.00	0.00	36.81	36.81
		JFSSAI300	JFSSAI300	521092	1,490.16	755.08	665.03	2,910.27
		JFSSAI300	JFSSAI302	426053	(27.64)	(64.94)	(0.66)	(93.24)
		JFSSAI300	JFSSAI302	501001	5,315.29	3,976.46	3,954.67	13,246.42
		JFSSAI300	JFSSAI302	510050	0.00	0.00	8.76	8.76
		JFSSAI300	JFSSAI302	521092	354.88	179.82	158.38	693.08
		JFSSAI300	JFSSAI306	426053	(11.04)	(25.95)	(0.26)	(37.25)
		JFSSAI300	JFSSAI306	501001	2,124.50	1,589.37	1,580.67	5,294.54
		JFSSAI300	JFSSAI306	510050	0.00	0.00	3.50	3.50
		JFSSAI300	JFSSAI306	521092	141.84	71.87	63.30	277.01
				Total:	21,108.89	12,424.09	16,962.58	50,495.56
<u>Kinship Caregiver JFSCAKSG</u>								
	JFSCTF19 - 3V60	JFSFA796		510050	922.00	1,052.00	0.00	1,974.00
		JFSFA797		510050	17,883.21	11,092.28	24,623.92	53,599.41
				Total:	18,805.21	12,144.28	24,623.92	55,573.41
<u>Mandated Share Deposits JFSCAMSD</u>								
	JFSOLS20 - GRF	JFSFA900		471000	(61,910.50)	0.00	0.00	(61,910.50)
				Total:	(61,910.50)	0.00	0.00	(61,910.50)
<u>Medicaid ARP Transportation JFSCAARP</u>								
	MCDFMT20 - 3F01	JFSFA781		510050	614.30	1,081.10	425.65	2,121.05
				Total:	614.30	1,081.10	425.65	2,121.05
	MCDST20 - GRF	JFSFA781		510050	614.30	1,081.10	425.65	2,121.05
				Total:	614.30	1,081.10	425.65	2,121.05
<u>Medicaid Incentives JFSCAMDI</u>								
	MCDFMP20 - 3F01	JFSFA161		471000	0.00	0.00	(155.85)	(155.85)
				Total:	0.00	0.00	(155.85)	(155.85)
<u>Medicaid Income Maintenance JFSCAMIM</u>								
	MCDST20 - GRF	JFSFA650		887500	(10,154.50)	(10,154.50)	(10,154.50)	(30,463.50)
		JFSSAI200	JFSSAI210	426053	(153.35)	(347.22)	0.00	(500.57)

LAA23 - Fairfield County Public Assistance
 Financial Summary by Project/Account/Agency Use by Quarter

SL Name: LAA23 - Fairfield County Public Assistance
 Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

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MCDSMT20 - GRF		JFSSAI200	JFSSAI210	501001	39,620.20	29,752.26	29,503.04	98,875.50
		JFSSAI200	JFSSAI210	510050	0.00	0.00	72.73	72.73
		JFSSAI200	JFSSAI210	521092	394.08	241.91	129.19	765.18
		JFSSAI200	JFSSAI211	426053	(49.75)	(116.86)	(1.20)	(167.81)
		JFSSAI200	JFSSAI211	501001	9,564.31	7,155.21	7,116.03	23,835.55
		JFSSAI200	JFSSAI211	510050	0.00	0.00	15.78	15.78
		JFSSAI200	JFSSAI211	521092	638.58	323.57	284.99	1,247.14
		JFSSAI200	JFSSAI216	426053	(16.59)	(38.96)	(0.40)	(55.95)
		JFSSAI200	JFSSAI216	501001	3,188.11	2,385.07	2,372.01	7,945.19
		JFSSAI200	JFSSAI216	510050	0.00	0.00	5.26	5.26
		JFSSAI200	JFSSAI216	521092	212.87	107.87	95.00	415.74
		JFSSAI200X	JFSSAI210X	426053	(152.03)	(383.31)	(11.07)	(546.41)
		JFSSAI200X	JFSSAI210X	501001	8,968.16	6,485.71	6,622.75	22,076.62
		JFSSAI200X	JFSSAI210X	521092	5,101.19	2,500.34	2,369.91	9,971.44
		JFSSAI201	JFSSAI210	426053	(70.00)	(164.44)	(1.69)	(236.13)
		JFSSAI201	JFSSAI210	501001	13,458.47	10,068.49	10,013.36	33,540.32
		JFSSAI201	JFSSAI210	510050	0.00	0.00	22.20	22.20
		JFSSAI201	JFSSAI210	521092	898.56	455.31	401.02	1,754.89
		JFSSAI201	JFSSAI216	426053	(7.96)	(18.69)	(0.19)	(26.84)
		JFSSAI201	JFSSAI216	501001	1,529.74	1,144.43	1,138.15	3,812.32
JFSSAI201	JFSSAI216	510050	0.00	0.00	2.52	2.52		
JFSSAI201	JFSSAI216	521092	102.15	51.76	45.59	199.50		
Total:					73,072.24	49,447.95	50,040.48	172,560.67
Medicaid JFSCAMDC								
JFSOLS20 - GRF		JFSFA651		885500	10,154.50	10,154.50	10,154.50	30,463.50
				Total:	10,154.50	10,154.50	10,154.50	30,463.50
MCDFMT20 - 3F01		JFSSAI200	JFSSAI210	426053	(460.07)	(1,041.66)	0.00	(1,501.73)
		JFSSAI200	JFSSAI210	501001	118,860.59	89,256.78	88,509.13	296,626.50
		JFSSAI200	JFSSAI210	510050	0.00	0.00	218.20	218.20
		JFSSAI200	JFSSAI210	521092	1,182.22	725.73	387.58	2,295.53
		JFSSAI200	JFSSAI211	426053	(49.73)	(116.85)	(1.20)	(167.78)
		JFSSAI200	JFSSAI211	501001	9,564.29	7,155.19	7,116.01	23,835.49
		JFSSAI200	JFSSAI211	510050	0.00	0.00	15.77	15.77
		JFSSAI200	JFSSAI211	521092	638.57	323.57	284.98	1,247.12
		JFSSAI200	JFSSAI216	426053	(16.57)	(38.95)	(0.40)	(55.92)
		JFSSAI200	JFSSAI216	501001	3,188.09	2,385.06	2,372.00	7,945.15

LAA23 - Fairfield County Public Assistance

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SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
MCDFMT20 - 3F01								
		JFSSAI200	JFSSAI216	510050	0.00	0.00	5.26	5.26
		JFSSAI200	JFSSAI216	521092	212.84	107.84	94.99	415.67
		JFSSAI200X	JFSSAI210X	426053	(152.04)	(383.31)	(11.07)	(546.42)
		JFSSAI200X	JFSSAI210X	501001	8,968.16	6,485.72	6,622.76	22,076.64
		JFSSAI200X	JFSSAI210X	521092	5,101.20	2,500.35	2,369.91	9,971.46
				Total:	147,037.55	107,359.47	107,983.92	362,380.94
Medicaid NET Federal JFSCAMNF								
MCDFMT20 - 3F01								
		JFSFA850		510050	65,732.54	65,356.52	59,600.25	190,689.31
		JFSSAI200	JFSSAI217	426053	(60.80)	(142.86)	(1.47)	(205.13)
		JFSSAI200	JFSSAI217	501001	11,691.50	8,746.59	8,698.70	29,136.79
		JFSSAI200	JFSSAI217	510050	0.00	0.00	19.28	19.28
		JFSSAI200	JFSSAI217	521092	780.59	395.54	348.37	1,524.50
				Total:	78,143.83	74,355.79	68,665.13	221,164.75
MCDSMT20 - GRF								
		JFSFA850		510050	65,732.53	65,356.51	59,600.24	190,689.28
		JFSSAI200	JFSSAI217	426053	(60.80)	(142.84)	(1.46)	(205.10)
		JFSSAI200	JFSSAI217	501001	11,691.49	8,746.59	8,698.69	29,136.77
		JFSSAI200	JFSSAI217	510050	0.00	0.00	19.28	19.28
		JFSSAI200	JFSSAI217	521092	780.60	395.53	348.37	1,524.50
				Total:	78,143.82	74,355.79	68,665.12	221,164.73
Medicaid Refunds JFSCAMDR								
MCDFMP20 - 3F01								
		JFSFA985		451502	(1,027.86)	(297.38)	(510.00)	(1,835.24)
				Total:	(1,027.86)	(297.38)	(510.00)	(1,835.24)
Non-Reimbursable Expenditures JFSCANNR								
JFSOLS20 - GRF								
		JFSFA899		592003	(541.26)	(270.63)	(270.63)	(1,082.52)
		JFSFA899		426053	(78,034.09)	(18,738.81)	(59,082.94)	(155,855.84)
		JFSFA899		501001	12,924.23	9,684.35	9,715.15	32,323.73
		JFSFA899		510050	177,651.79	5,220.32	22,061.52	204,933.63
		JFSFA899		521092	37,656.54	163.75	789.36	38,609.65
		JFSFA903		471000	(22.00)	(547.44)	0.00	(569.44)
		JFSSAS998	JFSSAS998	426053	(23.23)	(57.35)	(1.63)	(82.21)
		JFSSAS998	JFSSAS998	501001	13,493.61	10,043.01	10,504.69	34,041.31
		JFSSAS998	JFSSAS998	510050	192.60	0.00	0.00	192.60
		JFSSAS998	JFSSAS998	521092	1,263.01	825.23	895.11	2,983.35
				Total:	164,561.20	6,322.43	(15,389.37)	155,494.26
PCSA TRANSFER TO PA JFSCAPTR								
JFSOLS20 - GRF								
		JFSFA905		471000	(244,606.38)	(596,668.16)	(892,715.49)	(1,733,990.03)
				Total:	(244,606.38)	(596,668.16)	(892,715.49)	(1,733,990.03)

LAA23 - Fairfield County Public Assistance
 Financial Summary by Project/Account/Agency Use by Quarter

SL Name: LAA23 - Fairfield County Public Assistance
 Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
<u>RMS CCMEP WIOA Youth Out Sch JFSCAYOU</u>								
	JFSOLS20 - GRF	JFSSAI407	JFSSAI424	426053	(22.09)	(51.91)	(0.53)	(74.53)
		JFSSAI407	JFSSAI424	501001	4,249.00	3,178.75	3,161.34	10,589.09
		JFSSAI407	JFSSAI424	510050	0.00	0.00	7.01	7.01
		JFSSAI407	JFSSAI424	521092	283.68	143.75	126.61	554.04
			Total:		4,510.59	3,270.59	3,294.43	11,075.61
<u>RMS WIOA ADULT JFSCAWEO</u>								
	JFSOLS20 - GRF	JFSSAI400	JFSSAI416	426053	(77.39)	(181.80)	(1.87)	(261.06)
		JFSSAI400	JFSSAI416	501001	14,879.59	11,131.66	11,070.70	37,081.95
		JFSSAI400	JFSSAI416	510050	0.00	0.00	24.54	24.54
		JFSSAI400	JFSSAI416	521092	993.45	503.39	443.37	1,940.21
			Total:		15,795.65	11,453.25	11,536.74	38,785.64
<u>RMS WIOA DISLOCATED WORKER JFSCAWEI</u>								
	JFSOLS20 - GRF	JFSSAI400	JFSSAI417	426053	(22.09)	(51.91)	(0.53)	(74.53)
		JFSSAI400	JFSSAI417	501001	4,249.00	3,178.75	3,161.34	10,589.09
		JFSSAI400	JFSSAI417	510050	0.00	0.00	7.01	7.01
		JFSSAI400	JFSSAI417	521092	283.68	143.75	126.61	554.04
			Total:		4,510.59	3,270.59	3,294.43	11,075.61
<u>Social Services Operating JFSCASSO</u>								
	JFSSSF20 - GRF	JFSFA891		887500	0.00	0.00	49,912.00	49,912.00
			Total:		0.00	0.00	49,912.00	49,912.00
<u>STATE CHILDREN HEALTH INC PROG JFSCASCH</u>								
	MCDFSH20 - 3F01	JFSSAI201	JFSSAI210	426053	(416.40)	(978.29)	(10.05)	(1,404.74)
		JFSSAI201	JFSSAI210	501001	80,068.09	59,900.22	59,572.19	199,540.50
		JFSSAI201	JFSSAI210	510050	0.00	0.00	132.04	132.04
		JFSSAI201	JFSSAI210	521092	5,345.84	2,708.78	2,385.76	10,440.38
		JFSSAI201	JFSSAI216	426053	(47.32)	(111.20)	(1.14)	(159.66)
		JFSSAI201	JFSSAI216	501001	9,100.85	6,808.49	6,771.21	22,680.55
		JFSSAI201	JFSSAI216	510050	0.00	0.00	15.01	15.01
		JFSSAI201	JFSSAI216	521092	607.62	307.89	271.17	1,186.68
			Total:		94,658.68	68,635.89	69,136.19	232,430.76
<u>TANF ADC Collections JFSCATAC</u>								
	JFSSSF20B - 3V60	JFSFA911		451502	(552.00)	(2,079.29)	(313.00)	(2,944.29)
		JFSFA912		451502	(1,212.00)	0.00	0.00	(1,212.00)
			Total:		(1,764.00)	(2,079.29)	(313.00)	(4,156.29)
<u>TANF Administration JFSCACC2</u>								
	JFSCTF20 - 3V60	JFSFA346		887500	0.00	0.00	11,301.87	11,301.87
		JFSFA348		887500	0.00	0.00	391.85	391.85

LAA23 - Fairfield County Public Assistance

Financial Summary by Project/Account/AgencyUse by Quarter

SL Name: LAA23 - Fairfield County Public Assistance

Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
	JFSCTF20 - 3V60	JFSSAI100	JFSSAI116	426053	(66.32)	(155.82)	(1.60)	(223.74)
		JFSSAI100	JFSSAI116	501001	12,752.40	9,540.27	9,488.03	31,780.70
		JFSSAI100	JFSSAI116	510050	0.00	0.00	21.03	21.03
		JFSSAI100	JFSSAI116	521092	851.43	431.43	379.99	1,662.85
		JFSSAI102	JFSSAI100	426053	(88.44)	(207.79)	(2.13)	(298.36)
		JFSSAI102	JFSSAI100	501001	17,006.79	12,723.05	12,653.38	42,383.22
		JFSSAI102	JFSSAI100	510050	0.00	0.00	28.05	28.05
		JFSSAI102	JFSSAI100	521092	1,135.48	575.36	506.75	2,217.59
				Total:	31,591.34	22,906.50	34,767.22	89,265.06

TANF Regular JFSCATFR

	JFSCTF20 - 3V60	JFSFA170		426053	0.00	(559.95)	0.00	(559.95)
		JFSFA170		510050	5,421.71	3,606.79	2,206.88	11,235.38
		JFSFA171		510050	22,609.48	15,731.30	10,305.00	48,645.78
		JFSFA172		510050	18,738.50	12,707.81	14,282.41	45,728.72
		JFSFA242		510050	1,236.40	6,747.60	4,307.60	12,291.60
		JFSFA245		510050	1,318.96	436.56	0.00	1,755.52
		JFSFA440		510050	720.00	2,460.00	6,915.00	10,095.00
		JFSFA455		510050	(168,777.96)	1,571.71	0.00	(167,206.25)
		JFSSAI100	JFSSAI117	426053	(77.39)	(181.80)	(1.87)	(261.06)
		JFSSAI100	JFSSAI117	501001	14,879.59	11,131.66	11,070.70	37,081.95
		JFSSAI100	JFSSAI117	510050	0.00	0.00	24.54	24.54
		JFSSAI100	JFSSAI117	521092	993.45	503.39	443.37	1,940.21
		JFSSAI102	JFSSAI115	426053	(11.07)	(26.01)	(0.28)	(37.36)
		JFSSAI102	JFSSAI115	501001	2,127.20	1,591.39	1,582.68	5,301.27
		JFSSAI102	JFSSAI115	510050	0.00	0.00	3.51	3.51
		JFSSAI102	JFSSAI115	521092	142.04	71.97	63.38	277.39
		JFSSAS104	JFSSAS100	426053	(3.35)	(8.21)	(0.22)	(11.78)
		JFSSAS104	JFSSAS100	501001	1,926.00	1,433.48	1,499.38	4,858.86
		JFSSAS104	JFSSAS100	510050	27.49	0.00	0.00	27.49
		JFSSAS104	JFSSAS100	521092	180.27	117.79	127.76	425.82
		JFSSAS760	JFSSAS777	426053	(6.63)	(16.38)	(0.47)	(23.48)
		JFSSAS760	JFSSAS777	501001	3,852.00	2,866.97	2,998.75	9,717.72
		JFSSAS760	JFSSAS777	510050	54.98	0.00	0.00	54.98
		JFSSAS760	JFSSAS777	521092	360.56	235.58	255.53	851.67
				Total:	(94,287.77)	60,421.65	56,083.65	22,217.53

Title XX - Transfer Subsidy JFSCAXXT

**LAA23 - Fairfield County Public Assistance
Financial Summary by Project/Account/AgencyUse by Quarter**

SL Name: LAA23 - Fairfield County Public Assistance
Quarter Ending: March 2020

LAA23 - Fairfield County Public Assistance

Budget Ref	Grant - Fund	Project	Agency Use	Account	January (Submit To OAKS)	February (Submit To OAKS)	March (Submit To OAKS)	Total
	JFSCTX20 - 3V60	JFSFA457		887500	0.00	0.00	165,798.25	165,798.25
				Total:	0.00	0.00	165,798.25	165,798.25
<u>Title XX - Base Subsidy JFSCAXXB</u>								
	JFSCSS20 - 3960	JFSFA456		887500	0.00	0.00	14,396.76	14,396.76
		JFSSAI700		887500	0.00	0.00	(8,763.32)	(8,763.32)
		JFSSAI700	JFSSAI701	426053	(11.07)	(25.99)	(0.27)	(37.33)
		JFSSAI700	JFSSAI701	501001	2,127.20	1,591.39	1,582.68	5,301.27
		JFSSAI700	JFSSAI701	510050	0.00	0.00	3.51	3.51
		JFSSAI700	JFSSAI701	521092	142.03	71.97	63.38	277.38
		JFSSAS700		887500	0.00	0.00	(1,667.44)	(1,667.44)
				Total:	2,258.16	1,637.37	5,615.30	9,510.83
<u>WEEKLY DRAW DEPOSITS FOR PA JFSCAWKD</u>								
	JFSOLS20 - GRF	JFSFA908		470950	(703,763.01)	(609,225.44)	(937,915.01)	(2,250,903.46)
				Total:	(703,763.01)	(609,225.44)	(937,915.01)	(2,250,903.46)
<u>WIA TRANSFER TO PA JFSCAWTR</u>								
	JFSOLS20 - GRF	JFSFA906		471000	0.00	0.00	(68,135.66)	(68,135.66)
				Total:	0.00	0.00	(68,135.66)	(68,135.66)
				LAA23 Total:	413,186.61	(146,579.06)	(812,122.98)	(545,515.43)
				Grand Total:	413,186.61	(146,579.06)	(812,122.98)	(545,515.43)

Signature Page

Resolution No. 2020-04.21.n

A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018

(Fairfield County Job and Family Services)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5854 Lift Station [Utilities]

WHEREAS, additional appropriations are needed in the major expenditure object category for Fund 5854 Lift Station; and

WHEREAS, appropriate from unappropriated will allow proper accounting in the major expenditure object category.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The Fairfield County Board of Commissioners appropriate from unappropriated into the following category:

\$30,000 12585400 Contractual Services

For Auditor's Office Use Only:

12585400 534000 \$ 30,000

Prepared by: Sophia M. Boyer
cc: Utilities

Signature Page

Resolution No. 2020-04.21.o

A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5854 Lift Station [Utilities]

(Fairfield County Utilities Department)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.