

**Regular Meeting #1 - 2019**  
**Fairfield County Commissioners' Office**  
**January 15, 2019**

**Review**

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jon Kochis, Todd McCullough, Tony Vogel, Chief Lape, Aunie Cordle, Dave Burgei, Mark Conrad, Dennis Keller, Jeff Barron, Jim Bahnsen, Lt. Hodder, Jeff Porter, Rick Szabrak, Loudan Klein, David Miller, Lisa Notestone, Ray Stemen, Jon Slater, Amber Kirkman, Chief Lape, Sgt. Feyko, and Sgt. Boring.

- Welcome
- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

a. Announcements

The office will be closed January 21 for Martin Luther King Day.

FYI: Building closing notification communications have been sent to all employees, and IT has updated the emergency notification file.

The first "Time with the Commission" meeting is January 29<sup>th</sup>. (A draft agenda was in the review packet.)

b. Highlights of Resolutions

Dr. Brown highlighted the resolutions for the voting agenda. There were 74 resolutions for the voting meeting.

We proposed a proclamation to honor the 100<sup>th</sup> birthday of veteran Donald Jewell. Commissioner Levacy will present the proclamation.

We proposed appointments to the Investment Advisory Board for the president and vice president of the Board of Commissioners. We also proposed appointment of Commissioner Levacy to the Lancaster-Fairfield Community Action Board.

We proposed the approval of a license for use of real property (minimal excess parking lot property) for storage of a shipping container at Liberty Center by the Lancaster-Fairfield Charity Newsies. The agreement was drafted by Joshua Horacek and was administratively recommended. The agreement has a 30-day notice exit clause and requires the Charity Newsies to indemnify the county.

We proposed issuing an RFP for pharmaceutical services for inmates at the Fairfield County jail. The proposals are due February 21. Advertisement will be made in the local media and will be on the county website.

We proposed approval of a change order for Setterlin (\$28,472) for the Records Center, as well as an amendment (\$1,635) to the architect's (VPL) contract for modifications relating to additional structural work. This work was required due to the discovery of deteriorated interior bearing walls and soil conditions under the building foundation, along with several other conditions, which were not included in the bid documents. The amounts were within the contingency for the budgeted project. (There were two resolutions for this change.)

The Sheriff proposed approval of a purchase of a gun by a retiring officer as had been the long- standing practice of retiring officers of law enforcement.

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EMA proposed a resolution approving the Fairfield County Emergency Operations Plan and signing of the Promulgation Statement.

JFS proposed approval of four transportation contracts, four network contracts for protective placement, a functional training contract, and four "IV-D" contracts for child support services.

We proposed approval of the contract for the airport manager, following approval by the Airport Board. We also proposed an amendment to the MOU with the Airport for clarification of financial transactions.

We proposed continuing the lease at the Ag Center with the federal government, having received the proposed agreement from the federal government. The proposal continued the connections with Soil and Water Conservation, co-located at the Ag Center.

The County Engineer proposed a resolution to create a 4-way STOP at the intersection of Basil-Western Road (CR13) and Allen Road (TR227). The County Engineer also proposed a change order for a Hocking bridge project and proposed approval of drawings for a Madison project.

The Clerk of Courts proposed approval of a contract for service relating to Courtview.

Juvenile Court proposed continuing the lease with the City of Lancaster for office space on Chestnut Street. There was a 30-day exit clause.

There were financial resolutions to approve, such as:

- Certification of procedures for the proper use of confidential funds relating to the Major Crimes Unit;
- Reduction of appropriations for an enterprise fund for Utilities, and special revenue funds for Common Pleas Court, the Major Crimes Unit, Commissioners, and Juvenile Court (relating to grant accounting);
- Appropriations from unappropriated funds for County Auditor and Commissioner salary lines based on new legislation for two office holders taking office in 2019;
- Appropriations for the County Engineer (six resolutions, including memo transactions), Juvenile Court (two resolutions), and Commissioners (TCAP, relating to non-general fund activity, for nine resolutions of this type.
- Placing assessments on the Fairfield County abstract for the Buckeye Lake sewer system for October 2018, based on information from Licking County;
- Multiple allocations for 2019 (six resolutions);
- Transfers of funds (and appropriations) for capital planning (three resolutions);
- Accounting transactions for the Airport note;
- Approval of advances for grants (two resolutions);
- Repayment of an advance for a grant;
- Approval of the local government innovation loan payment;
- A fund to fund transfer for an EMA grant match;
- Interest credits for the Health Department and Parks District;
- Reimbursement of indirect costs by Utilities for the general fund;
- CDBG closeout accounting for the grant;
- Reimbursements for the PA fund as normal process of movement of funds by operation of law for JFS (three resolutions);
- Retroactive approval of a credit card for the Treasurer; and
- The payment of bills (including then and new certifications or bills without an appropriate purchase order, for a total of two resolutions for the payment of bills).

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In queue for a future meeting, there was a draft resolution to reappoint Mr. Sidon to the ADAMH Board, following his interview with the Board of Commissioners.

c. **Administrative Approvals & Budget Update**

**Administrative Update**

Dr. Brown provided an administrative and budget update.

The review packet contained a summary of administrative approvals from December 8, 2018, through January 11, 2019. No questions were posed.

Shelby Stevens is an intern working with Chief Lape and Sheriff's Deputies. She is the intern connected with the Hall of Justice deputies and will provide "eyes and ears" at the Administrative Courthouse. (She attended a Commission meeting in December.)

Data Board update: July is the target date reported by the County Auditor for implementation of electronic timekeeping, through Employee Self Service.

Also, we the Data Board passed policy requiring cybersecurity training for a use to maintain access to the network, consistent with the county policy manual. All Commission departments and most general fund department employees have already completed the annual training for 2018. There will soon be notice about the 2019 training, and we will continue to highlight training during other meetings.

We conducted a bid opening for the Auditor's Real Estate Renovation Project at 108 N. High Street. All bids can in more than 10% of the estimate. One factor is the market in that there are multiple projects in the Central Ohio area right now. We will keep everyone posted as we rebid.

We are working on the specifications for the demolition of the Lincoln Avenue maintenance garage, and we have included in the review packet pictures of streetscape improvement. The bid documents for the maintenance garage will be available in the first quarter of 2019.

We conducted an administrative staff retreat on January 4<sup>th</sup> for goal setting and to review the communications plan. The first department head meeting is January 29<sup>th</sup>.

An updated strategic plan is found here:

<https://www.co.fairfield.oh.us/COMMISH/pdf/Strategic-Plan-for-Fairfield-County.pdf>

A summary of goals (for the short term) was in the review packet. This was not intended to be an exhaustive list, but was a list of some main goals under the main strategic themes. The list also included infrastructure and other objectives.

**Budget Update**

The sales tax deposit for December was \$1.8 M, about 2.9% above the previous year's December deposit. For the year, based on the MCO issue, the category is relatively flat (down .9%) as compared to the previous year with collections of \$21.4 M, or 99.8% of our projection. Other categories, such as casino revenues, were above projections. Speaking of casino revenues, the February deposit is expected to be \$455 K, about 4.6% above the previous February deposit. Overall, the planning tools for projections is working well.

The year-end unencumbered cash balance exceeded \$13 M, based on good control of the use of carry-over purchase orders and the final month increase with sales

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tax. These factors were impactful in the last several days of 2018. The issue of departments carrying over purchases orders without contracts has been corrected. That is a good thing because in the future it will matter in the equation of budgeting capabilities. We will continue financial monitoring.

d. BRAVOs

We presented certificates of achievement to Mark Conrad, IT Director, for distinguished budget presentation.

We also presented a certificate to Sheriff Phalen, Chief Lape, and Lt. Hodder for their hard work in achieving 96% on the Bureau of Adult Detention's compliance review of jail operations. This is the highest score ever achieved, and the maintenance of the building contributes to this effort.

In addition, thanks to Chief Lape for the timely production of the reimbursement request to the state for psychotropic drugs required for inmates. We received reimbursement of more than \$15,000 in January 2019.

Chief Lape thanked the Commissioners for the new facility. This was the second review of the facility. The review last year was not as good with a rating in the 60% range. He thanked everyone, especially Lt. Hodder, Sgt. Feyko, and Sgt. Boring for their work.

Dr. Brown added thanks were due to Dennis Keller, Facilities Manager, for his ongoing support of the jail facility, which contributes to effective operations.

Mr. Levacy was appreciative of the work.

Mr. Davis thanked everyone for the hard work and great turnaround.

Mr. Fix stated they were doing a great job.

Ms. Cordle thanked Chief Lape for his recent presentation at Rotary.

Thank you to Tammy Smith, Maintenance Supervisor, for her leadership in completing the renovation project for the Hearing Room on time and under budget. We anticipated \$20,000 for the total costs, which came in under \$17,500. The project needed to be completed over the holidays and prior to January 14, and Tammy and her team succeeded. The Hearing Room received a fresh coat of paint, an updated ceiling, new chairs, and new carpet. Carpet was also placed in hallways and in the Regional Planning Commission offices.

Bravo to Aunie Cordle and others for their leadership with the conduct of the JFS all-staff meeting on December 13<sup>th</sup>. Thanks for JFS staff for attending Faith-based Gatekeeper Suicide Prevention Awareness Training sponsored by the ADAMH Board.

Thank you to Jon Kochis, EMA Director, and staff, for supporting the SCI staff during a time in which they had a water main break. (Also, congratulations to Jon Kochis on the arrival of his baby granddaughter, Paislee Grace.)

Thank you to Mr. and Mrs. Hoberg for a donation of 1,000 educational books about Ohio's 88 counties and the beautiful state in which we live. We will share some of the books during the roundtable and have already provided them to libraries and other agencies. We plan to provide some to Meals on Wheels for delivery to those receiving meals if Meals on Wheels would desire to have them.

Congratulations to Jon Slater, County Auditor, and staff, for earning the GFOA Certificate of Achievement in Excellence in Financial Reporting for 2108 which

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covers the reporting year ending 12.31.2017. Mr. Slater thanked all his staff, especially Ms. Notestone as she leads the reporting effort.

Thank you to all financial and leadership staff who have been reviewing ACH deposits on a regular basis and paying them in accordance with policy. This is a much-improved process and shows excellence and teamwork.

e. Roundtable – February 7<sup>th</sup>

The first elected official and department head roundtable meeting of 2019 is February 7. A draft agenda was in the review packet. There is a regular meeting scheduled at 10 am following the roundtable meeting, which is scheduled at 8:30 am.

- Old Business

- a. Media Coverage re: the Airport and Records Center

There were articles in the media about the airport and its connection with economic development and about the records center. Information about these topics was previously reviewed in public meetings, and the articles cover the topics reviewed. The articles were in the review packet.

The Airport will be celebrating its 50<sup>th</sup> Anniversary on May 18<sup>th</sup>.

Mr. Davis asked that the Airport Board look at creating a 5-10 year plan to become more self-sufficient.

- New Business

- a. Media Cover re: Property Tax Rates

An article in the Columbus Dispatch highlighted low property tax delinquency rates in certain counties. The article was in the review packet.

Mr. Bahnsen reported they hope to have the delinquency rate less than 3% very soon. The delinquent taxes due was previous at \$15 million and is now down to \$6 million. Tax bills are going out this week.

- b. Open Comment for Regular Meetings – Additional Opportunity

In 2019, there will be an additional opportunity for public comments during the regular meeting. There will be a time for general, open comments. Also, there will be a time for comments about county business or items on the Commission agenda. The pattern of limiting the comments to three minutes in each category is the target to maintain the conduct of efficient business.

Mr. Levacy stated it was very important for clear minutes to keep comments that were regarding county business separate from those that were of a broad nature.

- General Correspondence Received (none)

- Calendar Review/Invitations Received

- a. Buckeye Lake Region Community Meeting – Saturday, January 19<sup>th</sup> at 9:00 a.m. at Millersport Elementary School Auditorium, 11850 Lancaster Street, Millersport (Commissioner Levacy will attend)

- b. Lancaster-Fairfield Chamber Dinner Awards – Saturday, January 19<sup>th</sup> at 7:00 p.m. at Fisher Catholic (Commissioners Fix & Levacy, and Rick Szabrak will attend)

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- c. Insight 2050 Meeting – Wednesday, January 23<sup>rd</sup> at 7:00 p.m. at the OU-L Wagner Theater (Commissioners Fix & Levacy, Carri Brown, and Rick Szabrak will attend)
- d. Meals on Wheels Annual Dinner – Thursday, January 24<sup>th</sup> at 6:00 p.m. at Olive Dale (Commissioner Fix will attend)
- e. United Way Awards Banquet – Wednesday, January 30<sup>th</sup> at 5:45 p.m. at the Liberty Center (Commissioner Fix and Jeff Porter will attend)
- f. Pickerington Chamber Annual Dinner – Friday, February 1<sup>st</sup> (Commissioner Fix and Rick Szabrak will attend)
- g. Canal Winchester Chamber Awards Dinner – Friday, February 22<sup>nd</sup> at 7:00 p.m. at Brew Dog (Rick Szabrak is attending)
- h. State of the City of Lancaster – Wednesday, February 27<sup>th</sup>
- i. Lancaster City Schools State of the Schools Address – Thursday, March 21<sup>st</sup>
- j. DD Celebration of Possibilities – Thursday, March 28<sup>th</sup> at 6:00 p.m. at Crossroads (Commissioners Levacy and Fix will attend)
- FYI
  - a. Jail Population is 303.
  - b. Thank You from Community Action for participating in the Stuff-A-Bus campaign
  - c. Sheriff's 2018 FOJ Report
  - d. Prosecutor's 2018 FOJ Report
  - e. Prosecutor's 2018 Law Enforcement Trust Fund Report
  - f. Juvenile/Probate Court Report of Fees for 2018
  - g. RPC Memo re: meetings now being held at 5:30 p.m.
  - h. PCSAO Press Release reiterating child protective services crises/Governor Dewine's first executive orders
  - i. Notice of Hazardous Waste Permit Modification from Retrieval Technologies
  - j. DACO Exhibit – Lilly's World
  - k. 2019 Special Dates
  - l. DD December 2018 Newsletter (in newsletter folder)
  - m. DD January 2019 Newsletter (in newsletter folder)
  - n. Pickerington Senior Center January 2019 Newsletter (in newsletter folder)
  - o. Mid-Ohio Foodbank 2018 Annual Report (in newsletter folder)
- Open Items

Ms. Cordle stated that as a result of the government shut down, JFS is not sure they will have food assistance to issue past February. They are currently disbursing the January and February funds. Ms. Cordle indicated JFS is conducting a

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communications campaign about this issue so that participants are aware of the matter.

Commissioner Levacy stated at 9:37 a.m. that the Commission would be in recess until the 9:45 a.m. meeting with Mr. Sidon.

**Meeting with Joe Sidon re: ADAMH Reappointment**

The Commissioners met at 9:45 a.m. with Mr. Joe Sidon re: his ADAMH reappointment. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Staci Knisley, Jon Kochis, Mark Conrad, Rick Szabrak, Jeff Porter, Dennis Keller, Jon Slater, Chief Lape, David Miller, Tony Vogel, Todd McCullough, Ray Stemen, Jeff Barron, Rhonda More, Joe Sidon, and Ken Sprague.

Mr. Levacy thanked Mr. Sidon for coming and asked how long he'd been serving on the ADAMH board.

Mr. Sidon replied that he was appointed about four years ago.

Mr. Levacy stated that the Commission was now taking a hard look at the board members they appoint and asked about Mr. Sidon's motivation for serving.

Mr. Sidon replied that he was taught to help anyone you can. He did this through working at Big Bear and as a realtor. He has learned a lot about ADAMH since joining four years ago. He was surprised by size of the staff, but impressed by their work and the leadership of Ms. Meyers. He has served on many committees and added that the committees are the backbone of ADAMH.

Mr. Levacy noted that the levy had passed by a small margin and asked what the strategy was for the funds.

Ms. Sidon replied they hope to use the funds for several areas. Their budget has been in the deficit the last two years. They want to focus on education for children and housing as it is very important in the recovery of individuals and currently incomparable to other counties.

Ms. Meyers added that the board completed two needs assessments last year and used that information to structure the levy needs. They will continue to meet this spring to implement the funding and remain in touch with the agencies.

Mr. Levacy stated he heard several complaints about ADAMH using levy money to fund the campaign.

Mr. Sidon replied that ADAMH does not have the grassroots numbers that a school levy would have and while they spent about \$150,000 on their levy, that amounted to less than \$1 per person in Fairfield County.

Mr. Levacy noted that the JFS Protective Services Levy campaign was very successful without using levy funds to campaign. He added that ADAMH probably lost some votes because of the funding of the campaign with levy dollars.

Mr. Fix thanked Mr. Sidon for his service and asked what he thought ADAMH's biggest accomplishment was since he joined the board.

Mr. Sidon replied that he believed taking on Prevention Works was the greatest achievement. He added that Ms. Ashton does a great job. He also feels the agencies do very well while noting some may disagree.

Mr. Fix asked why some may disagree.

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Mr. Sidon replied that they are individual issues and not necessarily opinions of the board. He suggested that supervisory skills may need improved. He also went on to say that most issues between the agencies are financial in nature.

Mr. Fix stated that philosophically, if you can prevent addiction, you will save money. He asked where Mr. Sidon saw the balance between prevention and assistance.

Mr. Sidon replied that prevention is far ahead of assistance.

Mr. Fix asked what Mr. Sidon thought the biggest challenge would be in his next term.

Mr. Sidon replied it was housing. He stated that someone recovering from addiction (or with mental health needs) needs safe housing to keep them away from enablers which will only set back the recovery.

Dr. Brown stated that the Commission was happy to help as subject matter experts for the financial aspects and might also be supportive in seeking board members for state vacancies if the ADAMH executive committee would like that support.

Mr. Sidon thanked her and added the board would appreciate help in finding additional board members to fill the current vacancies. He added that when he joined the board he thought ADAMH and the Commissioners worked a lot more closely than they do. He hopes they can work more closely in the future.

Mr. Levacy agreed.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 15, 2019 beginning at 10:03 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Josh Horacek, Amy Brown-Thompson, Dennis Keller, Ray Stemen, Rick Szabrak, Ken Sprague, Aunie Cordle, Todd McCullough, Tony Vogel, Jim Bahnsen, Jeff Camechis, Jeff Barron, David Miller, Jon Slater, and Chief Lape.

**Pledge of Allegiance**

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

**Announcements**

Commissioner Levacy asked if there were any announcements.

There were no announcements.

**Public Comment**

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

There were no public comments.

**Approval of Minutes for Tuesday, December 20, 2018.**

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, December 20, 2018, Regular Meeting.

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



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**Approval of Minutes for Monday, January 14, 2019**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the minutes for the Monday, January 14, 2018, Reorganization Meeting.

Roll call vote of the motion resulted as follows:

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

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

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Auditor's Office resolutions:

2019-01.15.a            A resolution authorizing the reduction in major expenditure object category appropriations for Utilities 5820 Sewer Improvement. [Auditor Finance]

2019-01.15.b            A resolution to appropriate from unappropriated funds in a major category expense – Fairfield County Auditor [Auditor- Finance]

Roll call vote of the motion resulted as follows:

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

**Approval of the Clerk of Courts – Legal Resolution**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the Clerk of Courts – Legal resolution to approve the Software Maintenance Agreement between Courtview Justice Solutions Inc DBA Equivant and the Fairfield County Board of Commissioners for software maintenance; see resolution 2019-01.15.c.

Discussion: Mr. Horacek stated that Mr. Meyer and Magistrate Boone worked hard to renegotiate the contract for a substantial savings. Mr. Levacy stated he appreciated their work.

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Commissioners resolutions:

2019-01.15.d            A resolution authorizing 2019 Allocations [Fairfield County Commissioners] [Commissioners]

2019-01.15.e            A resolution to appropriate from unappropriated funds in a major category expense – Fairfield County Commissioners [Commissioners]

2019-01.15.f            A resolution to approve a fund to fund transfer from the General Fund# 1001 to the Record/Assets Capital Project Fund# 3827 -& Appropriate from Unappropriated #3827 - Fairfield County Commissioners [Commissioners]

2019-01.15.g            A resolution authorizing the approval of a proclamation. [Commissioners]

2019-01.15.h            A resolution authorizing fund to fund transfers for intergovernmental agencies for 2019 Allocations - Fairfield County Commissioners [Commissioners]

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- 2019-01.15.i A resolution to appoint Commissioner Dave Levacy to the Lancaster-Fairfield Community Action Agency (LFCAA) Board of Directors. [Commissioners]
- 2019-01.15.j A resolution authorizing a fund to fund transfer to the Fairfield County Family Adult Children First Council for Multi-Youth Committee – 1st payment for the 2019 Allocation - Fairfield County Commissioners [Commissioners]
- 2019-01.15.k A resolution authorizing fund to fund transfer from the General Fund # 1001 to Fund# 4832 LGIF debt – Fairfield County Commissioners [Commissioners]
- 2019-01.15.l A resolution authorizing fund to fund transfers for intergovernmental agencies for the 1st half 2019 Allocations - Fairfield County Commissioners [Commissioners]
- 2019-01.15.m A resolution authorizing a fund to fund transfer for the 1st Quarter 2019 Allocation for the Multi County Juvenile Detention Center (MCJDC) - Fairfield County Commissioners [Commissioners]
- 2019-01.15.n A resolution authorizing fund to fund transfers for Fairfield County Job and Family Services (JFS) –1st Quarter 2019 Allocation - Fairfield County Commissioners [Commissioners]
- 2019-01.15.o A resolution authorizing a fund to fund transfer –General Fund # 1001 to Capital Improvement Fund # 3435 -Fairfield County Commissioners [Commissioners]
- 2019-01.15.p A resolution authorizing fund to fund transfers from the General Fund # 1001 to Fund# #4714 - Debt Service Payments for 2019 [Commissioners]
- 2019-01.15.q A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2019-01.15.r A resolution to amend the Memorandum of Understanding (MOU) between the Board of Fairfield County Commissioners and the Fairfield County Airport Authority Board [Commissioners]
- 2019-01.15.s A resolution authorizing the approval of a license for use of excess property within a parking lot by Lancaster-Fairfield Charity Newsies. [Commissioners]
- 2019-01.15.t A resolution to approve retroactively the Fixed Base Operation (FBO) Agreement between Sundowner Aviation, LLC and the Fairfield County Airport Authority and the Fairfield County Commissioners [Commissioners]
- 2019-01.15.u A resolution authorizing the approval of an advance from the General Fund to PY2018 CHIP/CDBG Fund # 2730 Subfund# 8200 [Commissioners]
- 2019-01.15.v A resolution to appropriate from unappropriated funds in a major category expense – Fairfield County Commissioners [Commissioners]
- 2019-01.15.w A resolution to approve to appropriate from unappropriated into a major expense category for Fund # 2788, subfund# 8141, PY2016 CDBG Allocation – Fairfield County Commissioners [Commissioners]

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- 2019-01.15.x      A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2019-01.15.y      A resolution to designate the President and Vice President to serve on the Fairfield County Investment Advisory Committee [Commissioners]
- 2019-01.15.z      A resolution authorizing the approval of repayment of an advance to the General Fund – Fund # 2788 FY16 CDBG Allocation sub fund 8141 Commissioners' Office [Commissioners]
- 2019-01.15.aa      A resolution authorizing the approval of an advance from the General Fund to FY2018 CHIP/HOME Fund # 2731 Subfund# 8201 Fairfield County Commissioners [Commissioners]
- 2019-01.15.bb      A resolution authorizing the reduction appropriations in major expenditure object category of capital outlay for Fund # 3855 - Fairfield County Commissioners [Commissioners]
- 2019-01.15.cc      A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of September 15, 2018 through October 15, 2018 [Commissioners]

Discussion: Dr. Brown noted that resolution S was a license for use (of minimal excess property) for Charity Newsies. She thanked Joshua Horacek for preparing the agreement and invited Mr. Sprague (from Charity Newsies) to speak on the proposed agreement. Mr. Sprague thanked the Commissioners. All of Charity Newsies' donations go to those in need. They pay their administrative costs through their dues and private donations. This resolution will help them house the items they need to store. The storage shed will be donated by a local business. Mr. Davis was appreciative of Mr. Sprague and his family's service to Charity Newsies. Mr. Levacy has found memories of delivering food baskets with his uncle when he was younger.

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

**Approval of the Common Pleas Court Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Common Pleas Court resolutions:

- 2019-01.15.dd      A resolution to appropriate from unappropriated in a major expenditure object category Fairfield County Common Pleas Adult Probation Fund 2689 [Common Pleas Court]
- 2019-01.15.ee      A resolution authorizing the Reduction in a major expenditure object category appropriation for Adult Probation Fund 2365 [Common Pleas Court]

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

**Approval of the Emergency Management Agency Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Emergency Management Agency resolutions:

- 2019-01.15.ff      A resolution approving the Fairfield County Emergency Operations Plan and signing of the Promulgation Statement [EMA]

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2019-01.15.gg            A resolution authorizing an EMA fund to fund transfer. [EMA]

Discussion: Mr. Kochis thanked the Commissioners for approving the new EOP and noted there were only minimal changes.

Roll call vote of the motion resulted as follows:

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

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

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2019-01.15.hh            A resolution to create a 4-way STOP at the intersection of Basil-Western Road (CR13) and Allen Road (TR227). [Engineer]

2019-01.15.ii            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for membership fees [Engineer]

2019-01.15.jj            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for training and repairs [Engineer]

2019-01.15.kk            A resolution to approve a Change Order for the HOC-43, FAI-33A-7.125 Bridge Repair Project. [Engineer]

2019-01.15.ll            A Resolution to Approve the Construction Drawings for the MAD-08, FAI-CR69-6.047 Clearcreek Road over a Tributary to Clear Creek Bridge Replacement Project. [Engineer]

2019-01.15.mm            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for cell phone service [Engineer]

2019-01.15.nn            A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 2018 CEAO Safety Study Project [Engineer]

2019-01.15.oo            A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3434 CLE-27 Bridge Replacement Project [Engineer]

2019-01.15.pp            A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 2018 Ball Banking Study PID 106861 [Engineer]

Discussion: Dr. Brown noted that resolution HH is the last step for a four-way stop sign following the study of the intersection. Mr. Levacy is familiar with the intersection and agrees the four-way stop is needed.

Roll call vote of the motion resulted as follows:

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

**Approval of the Facilities Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Facilities resolutions:

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- 2019-01.15.qq      A Resolution to approve an Amendment No.1 to the contract between VPL Architects, Inc. and the Fairfield County Commissioners, as approved with resolution 2018-05.29.q [Facilities]
- 2019-01.15.rr      A Resolution for Approval of Change Order No. 1 to the contract between the R.W. Setterlin Company and the Fairfield County Commissioners [Facilities]
- 2019-01.15.ss      A Resolution Authorizing the Approval of Lease Amendment No. 6 with the United States of America/Government for Office Space at 831 College Avenue, Suites A & B [Facilities]

Discussion: Mr. Keller stated that the first two resolutions were minimal changes to the records center building project. The last resolution was a one-year lease at the Ag Center with USDA. Regarding the USDA, he expects more discussion later this year as there are new federal requirements regarding the space they lease.

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

**Approval of the Job & Family Services Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Job & Family Services resolutions:

- 2019-01.15.tt      A resolution regarding an service agreement between Functional Training Services, Inc. and Job & Family Services, Community Services Division [JFS]
- 2019-01.15.uu      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2019-01.15.vv      A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Jackson Transportation Group, LLC [JFS]
- 2019-01.15.ww      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2019-01.15.xx      A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Fairfield Center for disAbilities and Cerebral Palsy, Inc. [JFS]
- 2019-01.15.yy      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2019-01.15.zz      A resolution regarding Network Placement and Related Services Agreement between United Methodist Children's Home and Job and Family Services, Child Protective Services Department [JFS]
- 2019-01.15.aaa      A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Mary Ann Boone [JFS]
- 2019-01.15.bbb      A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Creative Coach Company [JFS]
- 2019-01.15.ccc      A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Carealot, Inc., d.b.a. Carealot Transport [JFS]

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- 2019-01.15.ddd      A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Fairfield Information Services & Associates, LLC, d.b.a. American Court Services and Job & Family Services [JFS]
- 2019-01.15.eee      A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Erin McLaughlin [JFS]
- 2019-01.15.fff      A resolution regarding Network Placement and Related Services Agreement between Sojourners Care Network and Job and Family Services, Child Protective Services Department [JFS]
- 2019-01.15.ggg      A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Subpoena Service Plus [JFS]
- 2019-01.15.hhh      A resolution regarding Network Placement and Related Services Agreement between Ohio Mentor Inc., and Job and Family Services, Child Protective Services Department [JFS]
- 2019-01.15.iii      A resolution regarding Network Placement and Related Services Agreement between Bellefaire Jewish Children's Bureau and Job and Family Services, Child Protective Services Department [JFS]

Discussion: Ms. Cordle noted most of these resolutions were to close annual contract renewals.

Roll call vote of the motion resulted as follows:

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

**Approval of the Juvenile/Probate Court Resolutions**

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

- 2019-01.15.jjj      A resolution to authorize a lease agreement with the City of Lancaster for the Fairfield County Juvenile Court [Juvenile/Probate Court]
- 2019-01.15.kkk      A resolution authorizing the approval of an advance from the General Fund to #2856 Child Abuse and Neglect Discretionary Activities Fund and appropriate from unappropriated [Juvenile Court] [Juvenile/Probate Court]
- 2019-01.15.lll      A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2641 Title IV-E Fund [Juvenile/Probate Court]
- 2019-01.15.mmm      A resolution to approve appropriations by appropriating from unappropriated into a major expense object category – New Sub Fund #8209 ATP Fund [Juvenile/Probate Court]
- 2019-01.15.nnn      A resolution authorizing the reduction in major expenditure object category appropriations for Juvenile Court Fund #2481 Juvenile Recovery Fund [Juvenile/Probate Court]

Roll call vote of the motion resulted as follows:

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

**Approval of the Major Crimes Unit Resolutions**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Major Crimes Unit resolutions:

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- 2019-01.15.ooo      A resolution acknowledging the terms for proper use of grant funded confidential funds – part of 2018 DLEF A Supplemental Grant Award for Fairfield-Hocking Major Crimes Unit [Sheriff - Major Crimes Unit]
- 2019-01.15.ppp      A resolution to appropriate from unappropriated in a major expenditure object category Major Crimes Unit 2019 DLEF [Sheriff - Major Crimes Unit]

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

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

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Sheriff's Office resolutions:

- 2019-01.15.qqq      A Resolution Authorizing the Approval of a Request for Proposal for the Sheriff's Office regarding Pharmaceutical Services for the Fairfield County Jail [Sheriff]
- 2019-01.15.rrr      A resolution to approve the purchasing of a gun by a retiring officer [Sheriff]

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

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

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the Treasurer's Office resolution authorizing the use of a Visa Credit Card between Fairfield County National Bank and the Fairfield County Treasurer for allowable purposes; see resolution 2019-01.15.sss.

Discussion: Dr. Brown stated that this resolution was retroactive and Mr. Bahnsen put in place a policy for very limited use of the credit card.

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

**Approval of the Utilities Office Resolution**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the Utilities Office resolution to approve a reimbursement for the share of costs as a memo expenditure for fund #5841, 5842, 5044, and 5046; see resolution 2019-01.15.ttt.

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

**Payment of Bills**

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

- 2019-01.15.uuu      A resolution to approve the payment of vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]
- 2019-01.15.vvv      A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]

Roll call vote of the motion resulted as follows:

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

### Adjournment

With no further business, on the motion of Jeff Fix and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:17 p.m.

Roll call vote of the motion resulted as follows:

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

The next Regular Meeting is scheduled for Tuesday, January 22, 2019 at 10:00 a.m.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
that the January 15, 2019 minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on January 22, 2019

  
S. A. D. i.

Steven A. Davis  
Commissioner

DAVE LEVACY

Dave Levacy  
Commissioner

Jeff Fix  
Commissioner

Jeff Fix  
Commissioner

Radul Elan

Rachel A. Elsea, Clerk