

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

Review

The Commissioners met at 9:05 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 and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Joshua Horacek, Tony Vogel, Scott Zody, Ray Stemen, Rick Szabrak, Todd McCullough, Mayor Tammy Drobina, Michael Kaper, Jon Kochis, David Miller, Jeff Barron, Jim Bahnsen, Branden Meyer, Chief Perrigo, and Ron Osgood.

- Legal Update

Mr. Dolin reported the Commissioners would be voting on a resolution to split the CEM property. The legal description is being reviewed by the City of Lancaster, and the plan is to have it brought over for a signature once it is returned.

- Administration and Budget Update/Carri's List

- a. Highlights of Resolutions

Ms. Brown provided highlights of the proposed resolutions.

The Engineer proposed the advertising for the Milnor Road culvert replacement project, a contract for inspection and material testing, selling scrap aluminum, and purchasing a brush chipper.

The Land Bank previously authorized entering into a Memo of Understanding with the Commissioners, and the Commissioners proposed the transfer of the Clarence E. Miller building to the Land Bank for reutilization and potential development of the property for the best interest of the Fairfield County community. In addition, there was a letter to support the application for potential historic certification of the building. The Memo of Understanding and the letter have been approved to form by the County Prosecutor. Aspects relating to the transfer of title of the Clarence E. Miller parcels include the transfer of the cemetery to the City of Lancaster and approval of easements. The building will revert back to the Board of Commissioners if there is no potential development within a reasonable period of time.

There was a resolution to approve and disburse an economic development loan for Bruce Chiropractic, as recommended by the Revolving Loan Committee.

There was a resolution authorizing the execution of the Housing Revolving Loan Fund Administration Agreement with the Ohio Development Services

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

Agency - Office of Community Development. This is a program administered by Community Action.

The Treasurer requested permission to travel for himself and staff to attend conferences and meetings as deemed pertinent by the County Treasurer, as consistent with the County travel reimbursement policies and additional policies filed by the County Treasurer, limited by the appropriations for travel. This is an annual resolution proposed as required by the Ohio Revised Code.

There were multiple financial resolutions to approve, such as:

- The credit of interest for health insurance and Parks District funds;
- An advance for the HOME grant fund and the Sheriff's subfund for the Resource Center for the reentry program;
- A reduction of appropriations for a budget correction for Common Pleas Court;
- An allocation for the Violet Festival in support of economic development;
- An account to account transfer of appropriations for CDBG to properly classify expenditures;
- Appropriations for the Engineer for the Haaf project;
- Appropriations and a grant match approval for the Airport in connection with a grant from ODOT; and
- The traditional bill list and "then and now" related approvals.

b. Administrative Approvals & Budget Update

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

We continue to receive positive feedback on the efficiency of administrative approvals.

c. Jail and Public Safety facility Update

Mr. Keller holds regular meetings with Granger, and there were no problems to report. Granger continues to progress very well, and we continue to monitor the project. Bennett and Williams representatives are on-site during excavation.

Previously, in discussion with Ms. Brown, Chief Perrigo reported he was pleased with the progress.

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

At the end of last week, the jail population was 219.

d. Roundtable – February 11th

The Board of County Commissioners is hosting a quarterly roundtable for elected officials and department heads on February 11, beginning at 8:30 a.m. The roundtable will be held in the Board of Commissioners Hearing Room. There is a placeholder for a Board of Commissioners meeting scheduled at 10 am following the roundtable.

A draft agenda for the roundtable was presented for review.

e. Workgroup Creation – Connections Meeting Update

On January 13, there was a Connections Meeting held. It was well attended, and each participant indicated that the meeting was helpful. Topics discussed included the Going the Extra Mile employee recognition program, a cyber security committee, the plans for a records center, document imaging projects, and the requirements for employee time keeping.

Ms. Brown suggested a work group led by the County Auditor and Human Resources to develop the standard for time keeping and to develop and hold training for all departments. More will be discussed at the roundtable meeting on February 11, 2016. With proper research, planning, and communication, the procedures can be implemented quite well.

f. Bravos

Thank you to **Joshua Horacek** for his research regarding the MOU relating to the Clarence E. Miller building.

Thank you to **Rachel Elsea** for her support in updating the policy manual.

Jeff Camechis provided a “Bravo” for **Denise Gressick** in the IT department for her dedication and quick response to correcting computer issues at the County Engineer’s Office.

Thank you to **Todd McCullough and his entire team** for putting into place standard operating procedures. The team’s leadership is greatly appreciated.

Mr. Levacy asked what the current dog shelter count was.

Mr. McCullough replied it was 25 dogs.

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

- Old Business

- a. Buckeye Lake State Park Dam

Mr. Levacy reported that work was progressing and that it was amazing to see all of the material being brought in. The development group continues to meet and will meet again on Friday with all three counties sending representation. There will be a meeting on Saturday at Lakewood High School. This is a grassroots discussion on the future of Buckeye Lake.

- b. Follow-up on 2012 resolution

The Board of Commissioners agreed to transfer property to the Fairfield County Historical Parks Commission in 2012. The transfer was not completed, and there was follow through with this transfer by the signing of a quit claim deed last week.

- New Business (none)

- General Correspondence Received

- a. Prosecutor's 2015 Law Enforcement Trust Fund Report

This report is required by the ORC, and it is also filed with the Auditor's Office.

- b. 90.9 WFCO request to continue Commissioner radio interviews.

Ms. Elsea will schedule these with Ms. Tina Gang.

- Calendar Review/Invitations Received

- a. Meals on Wheels Annual Dinner – Thursday, January 28th, 2016 at 5:30 p.m. at Olivedale (Corey Clark will attend)

- b. Bremen Chamber Lunch – Tuesday, January 26th at 11:30 a.m.

- FYI

- a. Hall of Justice doors were installed over the weekend.

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

b. United Way Free Tax Preparation – The review packet contained additional information.

- Issues Bin
- Open Items

a. Jail Construction – Additional Discussion

Chief Perrigo stated that he had the latest inmate count – there were 215 inmates at the jail as of last evening. He visited the construction site last week and was very impressed with how quickly they are moving along.

Mr. Levacy added that the kiosk was now set up in the hall near the Board of Commissioners Office. The screen provides a live shot of the construction site.

At 9:19 a.m. Commissioner Levacy stated the Commission would be in recess until the 10:00 a.m. Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 19, 2016 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jeremiah Upp, Mayor Tammy Drobina, Todd McCullough, Ray Stemen, Rick Szabrak, Dennis Keller, Tony Vogel, Jason Dolin, Josh Horacek, Ron Osgood, Jim Bahnsen, Jeff Barron, Branden Meyer, Jon Kochis, David Miller, Jon Slater, Michael Kaper, and Scott Zody.

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.

Public Comment

Commissioner Levacy asked if anyone from the public who would like to speak or offer comments. No comments were offered.

**Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016**

Approval of Minutes for Tuesday, January 19, 2016

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, January 19, 2016 Regular Meeting.

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

Approval of the Commissioners' Office Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners' Office resolution transferring real property to the City of Lancaster and the to the Fairfield County Land Reutilization Corporation and authorizing other related actions; see resolution 2016-01.19.a

Discussion: Mr. Levacy explained this resolution would transfer the Clarence E. Miller building to the Land Bank as the Land Bank was currently better equipped to move the development of the building forward. He thanked the Land Bank for accepting the property.

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

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

- 2016-01.19.b A resolution approving to Appropriate from Unappropriated into a major expense category for Grant Fund# 3034, subfund# 8116 for the FY2016 Ohio Airport Grant Program/Ohio Department of Transportation (ODOT), Appropriate from Unappropriated into a major expense category for Airport Operation Fund# 2800 & grant match transfer from the Airport Operations Fund & Advance from the General fund – Fairfield County Airport [Commissioners]

- 2016-01.19.c A resolution approving an account to account transfer in a major object expense category – Fund# 2788 – FY15 CDBG Allocation [Commissioners]

- 2016-01.19.d A resolution authorizing the 2016 allocation to the 2016 Pickerington Violet Festival – Fairfield County Commissioners [Commissioners]

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

- 2016-01.19.e A resolution authorizing the execution of the Housing Revolving Loan Fund Administration Agreement with the Ohio Development Services Agency - Office of Community Development [Commissioners]
- 2016-01.19.f A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2016-01.19.g A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2016-01.19.h A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2016-01.19.i A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2016-01.19.j A resolution authorizing the approval of an advance from the General Fund to FY2014 CHIP/HOME Fund # 2731 Subfund# 8083 [Commissioners]

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

Approval of the Common Pleas Resolution

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Common Pleas Court resolution authorizing the reduction in major expenditure object category appropriations for County Probation Fund 13236500; see resolution 2016-01.19.k..

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

Approval of the Economic Development Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Economic Development resolutions:

- 2016-01.19.l A resolution to approve the recommendation of the Fairfield County Revolving Loan Fund Loan Review Committee for a proposal to

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

fund Bruce Chiropractic as an (RLF-EDA) Project. [Economic Development]

2016-01.19.m A resolution authorizing the disbursement of funds from the Fairfield County Economic Development Administration Revolving Loan Fund Program RLF/EDA [Economic Development]

Roll call vote of the motion resulted as follows:

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

Approval of the Engineer's Office Resolutions

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

2016-01.19.n A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for signs and unemployment [Engineer]

2016-01.19.o A resolution to purchase a Brush Chipper. [Engineer]

2016-01.19.p A Resolution to Approve Advertising by the County Engineer to Sell Scrap Metal and Aluminum. [Engineer]

2016-01.19.q A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2050-Drainage Maintenance District for Haaf Farms combined district fund [Engineer]

2016-01.19.r A resolution to approve the Agreement between Fairfield County and Hockaden & Associates, Inc. to provide construction inspection and material testing. [Engineer]

2016-01.19.s A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for CEAO membership 2016 [Engineer]

2016-01.19.t A Resolution to Approve Advertising for the FAI-CR22-1.997 Milnor Road Culvert Replacement Project. [Engineer]

Roll call vote of the motion resulted as follows:

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

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

Approval of the Sheriff's Office Resolution

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Sheriff's Office resolution authorizing the approval of an advance from the General Fund to Sheriff's Office Resource Center Grant Sub Fund 8085; see resolution 2016-01.19.u.

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

Approval of the Treasurer's Office Resolution

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Treasurer's Office resolution granting Fairfield County Treasurer James N. Bahnsen Permission to Attend; see resolution 2016-01.19.v.

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

Approval of Payment of Bills Resolutions

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

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| 2016-01.19.w | 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] |
| 2016-01.19.x | 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:
Voting aye thereon: Steve Davis, Mike Kiger, and Dave Levacy

Ms. Elsea announced that the next Regular Meeting is scheduled for Tuesday, January 26, 2016, at 10:00 a.m.

At 10:05 a.m. Commissioner Levacy stated the Commissioners would be in recess followed by an Energy Aggregation Update with Bill Bradish.

Regular Meeting #3 - 2016
Fairfield County Commissioners' Office
January 19, 2016

Energy Aggregation Update with Bill Bradish

The Commissioners met at 10:11 a.m. for an Energy Aggregation Update with Bill Bradish. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Ray Stemen, Dennis Keller, Scott Zody, Jon Slater, Jason Dolin, David Miller, and Bill Bradish.

Mr. Bradish provided a brief update on the energy aggregation. Things are going well with both the entity aggregation and county facilities. CCAO has a new solar initiative, but at this point in time the county does not appear to meet requirements for the program (kilowatt usage is low and facilities are not next to adequate acreage for a solar field). There are 15-20 counties in the state that do have qualifying buildings.

Mr. Keller added that buildings that are near acreage in the outskirts of town are on South Central Power.

Mr. Levacy asked about wind farm initiatives.

Mr. Bradish replied that there was a wind farm initiative in the northwest part of the state but that Palmer was not involved as it was not statewide.

Mr. Davis thanked Mr. Bradish for the update.

Review of Appropriations for Multi-System Youth

Ms. Brown reported that the meeting with Multi-System Youth representatives was moved up to February based on the needs of the program. She reminded the Board of Commissioners that there was an expectation to appropriate from unappropriated funds at an identified level once the Multi-System Youth representatives and partners were able to firm up their projections.

Adjournment

With no further business, on the motion of Steve Davis and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:18 a.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, January 26, 2016, at 10:00 a.m.
