

**Regular Meeting #4 - 2018**  
**Fairfield County Commissioners' Office**  
**January 23, 2018**

**Review**

The Commissioners met at 9:03 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Mary Beth Lane, Tony Vogel, Jon Kochis, Chief Lape, David Miller, Ray Stemen, Dennis Keller, Michael Kaper, Aunie Cordle, Lisa Notestone, Rick Szabrak, Loudan Klein, Jeff Porter, and Jonathan Ferbrache.

- **Legal Update**

Ms. Brown-Thompson presented the Commission with an opinion regarding the county administrator's current authority. While it is in line with the code, there are items that can be added to her authority. A resolution granting authority must be passed to add those items.

Mr. Davis thanked Ms. Brown-Thompson and stated that staff had prepared a resolution, and earlier in the morning, he asked that it be placed on today's voting agenda. It is not difficult to imagine that while Mr. Kiger is out an instance could arise where Mr. Levacy or Mr. Davis might be unable to attend a meeting or would need to abstain from a resolution due to a conflict of interest. Either of these instances could freeze the Commission. Most of the time an item can wait until the next week, but paying the health insurance bill, as an example, a week late could be troubling.

- **Administration and Budget Update/Carri's List**

- a. Announcements

Offices will be closed February 19 for President's Day.

- b. Highlights of Resolutions

Ms. Brown noted that resolution "b" was added to give the county administrator additional authority for paying bills. She stated that finance would have time to adjust to these changes and asked Mr. Miller and Ms. Notestone to let their staff know of the resolution so that they can review it. She will make sure there is a time for everyone to discuss the operational items.

Mr. Miller thanked Ms. Brown for the notice.

Ms. Brown provided additional highlights of resolutions proposed for the voting agenda.

The Sheriff proposed approval of a contract for services for housing of prisoners for Canal Winchester. This contract was discussed last week.

Mr. Davis stated that he had a brief conversation with the prosecutor regarding Canal Winchester sending inmates to Lancaster and stated that circumstance was probably due to the city occupying two counties and having to send the inmates to two locations. He asked if the inmates were already being brought to Lancaster.

Chief Lape replied that arrests made in Franklin County were being sent to Franklin County. They will only start bringing everyone down to Lancaster once the contract is approved.

Ms. Brown indicated we proposed an amendment to the DD Board appointments from three years to four years. We also proposed the approval of the ODJFS representative to the WIOA Board.

EMA proposed the approval of the county mitigation plan.

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Mr. Kochis stated that this is a four-year plan to set goals across the county. All villages and cities have already accepted the plan with the final step being the Commissioners' approval. There were several mitigations in the last four-year plan.

The County Engineer proposed the approval of the certification of 2017 road miles: 361.784 (down slightly from 362.383 in 2016). The County Engineer also proposed approval of the Hocking Bridge bearings replacement project.

JFS proposed the approval of the disposal of a vehicle for salvage and the approval of an amendment to the Creative Coach transportation contract.

The Utilities Department proposed a development related agreement with Donley Homes who will be developing 112 units in Violet Township.

The Utilities Department proposed an agreement regarding assignment of loans relating to the new sub-district of Fairfield County Utilities which will be created upon the transfer of all assets to Fairfield County from the Greenfield Township Water and Sewer District. We are anticipating the new sub-district for County Utilities and accepting the assignment of the loans to continue the operations in the new sub-district.

Mr. Vogel stated that Utilities would be going to court on January 26<sup>th</sup>. Mr. Horacek would be joining Mr. Vogel at the hearing. The current Greenfield Township Water and Sewer District is expected to dissolve, with assignments to Fairfield County Utilities.

There were financial resolutions to approve, such as:

- Appropriations from unappropriated funds for the newly created county building facilities capital projects fund, FCFACF (two resolutions), and the Airport (all non-general fund activity);
- Reductions in appropriations for Common Pleas Court, Juvenile Court, and GIS (all non-general fund activity);
- Appropriations and memo transaction for the ditch maintenance district special revenue fund for the County Engineer;
- An account to account transfer of appropriation to properly classify payments for the Commissioners (tax bills) and the Sheriff (other expenses);
- A transfer of unexpended balance from EMA to the general fund (ultimately to support the Baldwin project);
- The repayment of advances and the extension of an advance (for the Airport);
- Multiple reimbursements by operation of law for JFS and its departments;
- Draws and accounting measures relating to the HOME grant and CDBG;
- The payment of bills (including the UHC payment for the health benefit plan & approval and payment of then and now certifications or substitute then and now certifications, as needed).

c. Administrative Approvals & Budget Update

Ms. Brown provided the summary of the administrative approvals for the week, which was included the review packet. There were no questions posed.

She went on to report that we are closer to obtaining a grant for the improvement of the parking lot at the Reese Peters House for the Decorative Arts Center. We obtained approval from the Lancaster Historic Commission and contingent approval from the Ohio Facilities Construction Commission. We need to obtain a letter or review from the Ohio Historical Society. The grant is for \$60,000, supporting a project that is just over \$99,000. We will continue with the competitive bidding process as we work on the grant process.

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d. Roundtable – February 8, 2018

There is a Commissioners' roundtable meeting with elected officials and department heads on Thursday, February 8<sup>th</sup> at 8:30 a.m. Email was sent to all participants seeking agenda topics. There is a placeholder for a regular Commissioners' meeting at 10:00 a.m. following the roundtable meeting.

e. BRAVOs

Thanks to the maintenance crews and everyone who helped to keep the parking lots, sidewalks, and roads clear during the snowy weather.

- Old Business

- New Business

- General Correspondence Received

- a. Notice from FEMA re: flood hazard determinations and Flood Insurance Rate Map.

This was provided to James Mako in RPC.

- Calendar Review/Invitations Received

- a. ADAMH Strategic Planning Meeting – Friday, March 16<sup>th</sup> from 8:30 a.m. to 11:30 p.m. at the Eagles Event Center – Carri will attend

- FYI

- a. The jail population is 294
- b. Wireless 911 Disbursal Memo
- c. February 6<sup>th</sup> Regional Planning Commissioner meeting is canceled. The zoning training will be held on February 6<sup>th</sup> at 6:00 p.m. at the Utilities Office.
- d. Notice of Construction – Columbia Gas B-System Project
- e. TID Meeting Notice & Agenda for January 25<sup>th</sup> – Rick Szabrak to attend
- f. DD January 2018 Newsletter
- g. OJACC Winter 2018 Newsletter

- Issues Bin (none)

- Open Items

Mr. Levacy reminded everyone that the United Way awards dinner would be on Wednesday night.

**Economic Development Update**

The Commissioners met at 9:23 a.m. for an Economic Development update. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Mary Beth Lane, Tony Vogel, Jon Kochis, Chief Lape, David Miller, Ray Stemen, Dennis Keller, Michael Kaper, Aunie Cordle, Lisa Notestone, Rick Szabrak, Loudan Klein, Jeff Porter, Marc Harris, Patrick O'Malia, Jeff Barron, Branden Meyer, and Jonathan Ferbrache.

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Mr. Szabrak introduced Mr. Marc Harris with AIT Environmental Technologies. This opportunity came through Ms. Brown's mentor who was involved in a business that was looking for a place in central Ohio. They settled on the Carroll area. Mr. O'Malia was able to find a building to meet AIT's needs. All of this, including the hiring of nine employees, was done within six weeks. This was a nice effort from a variety of departments.

Mr. Harris stated that AIT does a variety of work, but first and foremost does mold remediation. They totally eradicate mold. The company started in Jacksonville, Florida and now has locations in Tennessee, South Carolina, Alabama, and Ohio. Their largest contract is with Dollar General (who averages two structural accidents a week). Each office covers multiple states from the Mississippi to the East Coast. As soon as a building is hit, they will respond immediately, board up the building, and provide a quote for repairs. They have also done a lot of work with VA facilities in the south and remediated mold issues at Parris Island. They are rapidly growing and expect to double the employees in this location by Summer. Ohio Means Jobs has provided great support including support with the hiring of six of the nine employees. They are looking for employees with general contractor knowledge. Mr. Harris noted that he is from the Pickerington area and had previously worked in Canal Winchester.

Mr. Davis thanked Ms. Brown for making the connection and asked where AIT is located.

Mr. Harris replied they are in downtown Carroll across from the gas station in the old bank/post office.

Mr. Davis asked if they do rapid response for Dollar General.

Mr. Harris replied that they do any disaster response including fire, watermain breaks, and structural damage.

Mr. Davis congratulated the Economic Development team on the work and added he was thrilled to hear this news.

Mr. Szabrak also thanked Brian Woodruff at Ohio Means Jobs (located at Fairfield County JFS) for all his support.

Commissioner Davis stated at 9:37 a.m. that 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 23, 2018 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Dennis Keller, Jon Kochis, Aunie Cordle, Tony Vogel, Ray Stemen, Branden Meyer, Rick Szabrak, Eric McCrady, Amy Brown-Thompson, Joshua Horacek, Chief Lape, Jeff Barron, Lisa Notestone, Jonathan Ferbrache, Loudan Klein, David Miller, Jon Slater, Jeff Porter, Jeremiah Upp, and Deputy Marvin.

### **Pledge of Allegiance**

Commissioner Davis asked everyone to rise as able, and he led 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.

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Mr. Ray Stemen of 2444 West Point Road in Lancaster stated he has never seen a President get such negative media coverage. Mr. Stemen indicated that President Trump, in his opinion, is the first President to fight for the people. He added, "President Trump has proven that he is stronger than those in Congress". Mr. Stemen urged everyone to call the White House and voice their support for the President.

**Approval of Minutes for Tuesday, January 16, 2018**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, January 16, 2018 Regular Meetings.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Auditor's Office resolution authorizing the reduction in appropriations in major expenditure object categories for GIS #2443; see resolution 2018-01.23.a.

Discussion: Mr. Slater stated this resolution was bringing the budget down to the what would be supported by the estimated revenues.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

**Approval of the Commissioners Resolutions**

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

- |              |   |
|--------------|---|
| 2018-01.23.b | A resolution to authorize the County Administrator to approve payments to UHC for the county self-funded health benefits program and to approve payments relating to debt.  |
| 2018-01.23.c | A resolution to amend resolution 2017-12.05.j., a resolution approving the reappointments of Mr. Mark Weedy, Ms. Elizabeth Burwell, and Ms. Sharon Scruggs to the Fairfield County Board of Developmental Disabilities. [Commissioners] [Commissioners] |
| 2018-01.23.d | A resolution authorizing the approval of a request for payment and status of funds report–FY2016 Home Funds – Drawdown for \$16,944 [Commissioners]   |
| 2018-01.23.e | A resolution to appropriate from unappropriated funds in a major expense category for contractual services for the Airport Authority Board – Fund# 2800 – Fairfield County Commissioners [Commissioners]  |
| 2018-01.23.f | A resolution authorizing the approval to extend the repayment date of an advance of funds – Fund #3011 Sub fund# 8135 FY16 – FAA Grant, Commissioners' Office [Commissioners]   |
| 2018-01.23.g | A resolution authorizing the approval of a request for payment and status of funds report–FY2016 Home Funds – Drawdown for \$10,465 [Commissioners]   |
| 2018-01.23.h | A resolution authorizing the approval of repayment of two (2) advances to the General Fund –1. Fund # 3034 FY2016 Ohio Airport Grant Program/Ohio Department of Transportation sub fund 8116 – 2. Fund #  |

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3034 FY2016 ODOT sub fund 8116- Commissioners' Office  
[Commissioners]

- 2018-01.23.i      A resolution authorizing the reduction appropriations in major expenditure object categories for HOME Program Income Fund# 2591 – Fairfield County Commissioners [Commissioners]
- 2018-01.23.j      A resolution authorizing the approval of a request for payment and status of funds report, drawdown for \$16,471 for FY2016 CDBG Funds Fairfield County Commissioners [Commissioners]
- 2018-01.23.k      A resolution approving an account to account transfer in a major object expense category – Fund# 1001 – Fairfield County Commissioners [Commissioners]
- 2018-01.23.l      A resolution to update receipt line item & request for appropriations for additional unanticipated receipts of memo receipt and memo expenditure for fund 3850 County Building/Facilities Improvement Capital Projects - Commissioners [Commissioners]

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

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Engineer's Office resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions 12/18/17 to 1/16/18; see resolution 2018-01.23.m.

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

**Approval of the Common Pleas Court Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Common Pleas Court resolution authorizing the Reduction in a major expenditure object category appropriation for Adult Probation Fund 2365; see resolution 2018-01.23.n.

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

**Approval of the Economic Development Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Economic Development resolution approving the ODJFS representative to the WIOA Board; see resolution 2018-01.23.o.

Discussion: Mr. Szabrak stated that since Fairfield County serves as administrative agent, they must make appoints for state wide boards.

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

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**Approval of the Emergency Management Agency Resolutions**

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

- 2018-01.23.p            A resolution to adopt the Fairfield County Mitigation Plan [EMA] [EMA]
- 2018-01.23.q            A resolution to approve the transfer of unexpended fund balance in EMA 2707 (Subfund 8123) to General Fund. [EMA]

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

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

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

- 2018-01.23.r            A Resolution to Approve the Construction Drawings for the FAI-CR33A-4.02 (7.125) HOC-43 Bridge Bearings Replacement Project. [Engineer]
- 2018-01.23.s            A resolution to approve the Annual County Highway System Mileage Certification for 2017. [Engineer]

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

**Approval of the Family, Adult, and Children First Council Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Family, Adult, and Children First Council Office resolutions:

- 2018-01.23.t            A resolution to appropriate from unappropriated in a major expenditure object category Family, Adult & Children First Council Fund 7521, Sharing Hope [Family, Adult and Children First Council]
- 2018-01.23.u            A resolution to appropriate from unappropriated in a major expenditure object category Family, Adult & Children First Council Fund 7521, FAF Administration Fund [Family, Adult and Children First Council]

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

**Approval of the JFS Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following JFS resolutions:

- 2018-01.23.v            A resolution to approve the disposal of a vehicle – Fairfield County Job and Family Services – Transfer to Skips Hauling. [JFS]
- 2018-01.23.w            A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2018-01.23.x            A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018 [JFS]

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- 2018-01.23.y      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2018-01.23.z      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2018-01.23.aa      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Sub Fund 8056 reimbursing Fund 2018 [JFS]
- 2018-01.23.bb      A resolution regarding a Contract Amendment between Job & Family Services and Creative Coach Company [JFS]

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

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Juvenile/Probate Court resolution authorizing the reduction in major expenditure object category appropriations for Juvenile Court Fund #2745 MSY Pool; see resolution 2018-01.23.cc.

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

**Approval of Sheriff's Office Resolutions**

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

- 2018-01.23.dd      A resolution approving an account to account transfer Fund 1001 [Sheriff]
- 2018-01.23.ee      A resolution authorizing the approval of a contract with the Fairfield County Sheriff's Office and The City of Canal Winchester for housing prisoners in the Fairfield County Jail [Sheriff]

Discussion: Mr. Davis thanked the Sheriff's Administrative Office and Prosecutor's Office for all the work on the Canal Winchester contract. This is a good thing that may turn into a test case.

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

**Approval of Utilities Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Utilities resolutions:

- 2018-01.23.ff      A resolution to approve the Assignment of Loan Agreements upon the District that was approved by the Court and surrendered to the County. [Utilities] [Utilities]
- 2018-01.23.gg      A resolution authorizing the approval of an agreement between Donley Homes, Inc, and the Fairfield County Board of Commissioners. [Utilities]

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



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**Approval of Payment of Bills Resolutions**

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

- 2018-01.23.hh      A resolution to approve the payment of the vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]
- 2018-01.23.ii      A resolution authorizing payment(s) to United Health Care for purposes of the Fairfield County Health Benefits Plan – Fairfield County Board of Commissioners [Commissioners]
- 2018-01.23.jj      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: Dave Levacy and Steve Davis  
Absent: Mike Kiger

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:12 a.m.

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

The next Regular Meeting is scheduled for Tuesday, January 30, 2018 at 10:00 a.m.

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Motion by:

Seconded by:

that the January 23, 2018, minutes were approved by the following vote:


YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on January 30, 2018

  
Steven A. Davis  
Commissioner

  
Dave Levacy  
Commissioner

Absent  
Mike Kiger  
Commissioner

  
Rachel A. Elsea, Clerk