

**Regular Meeting #4 - 2017**  
**Fairfield County Commissioners' Office**  
**January 24, 2017**

**Review**

The Commissioners met at 9:02 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Chief Perrigo, Todd McCullough, Michael Kaper, Jeff Barron, James Mako, Patrick O'Malia, Dennis Keller, David Miller, Lisa Notestone, Rick Szabrak, Aunie Cordle, Holly Mattei, Mary Beth Lane, Branden Meyer, Tony Vogel, Kyle Witt, and Ray Stemen.

- Legal Update

Mr. Horacek stated he did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

The State of the County Address will be April 25. We will have the address at Crossroads on Fair Avenue have begun planning. The theme for the address is Brilliant Ideas @ Work, which mirrors the National Association of Counties Theme for Awareness Month (also April).

- b. Highlights of Resolutions

Ms. Brown provided highlights of resolutions proposed for approval.

The Clerk of Courts proposed the approval of his attendance at conference and meetings requiring travel (similar to the resolution approved for the County Auditor previously).

The Common Pleas Court proposed a correction for a printer to be placed on internet auction (two resolutions, one to rescind a clerical error from last week and one to place the item on internet auction).

The County Engineer, as usual, proposed to allow weight reductions on county and township roads in 2017. The County Engineer also proposed the approval to dispose of obsolete vehicles by public auction.

Job and Family Services proposed the approval of three CPS network placement contracts and a contract for substance abuse testing.

The re-appointment of Ira Weiss to the Visitors and Convention Bureau Board was proposed for approval. (Approvals for the ADAMH Board and Foundation Board will be coming soon.)

There were financial resolutions to approve, such as:

- Movement of funds by operation of law for PCSA, APS, and the CSEA to reimburse the Public Assistance fund;
- An advance for EMA, relating to grant processes;
- Account to account transfers of appropriations to properly classify expenditures for the Board of Elections, Soil and Water Conservation District, and the Clerk of Courts (Title and Legal);
- Appropriations from unappropriated funds for the Water Fund (for capital outlay);
- Appropriations from unappropriated funds for the Engineer, EMA, DD (two resolutions) relating to projects, grants, and donations;
- A draw for the CDBG allocations;

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- A clarification to approve late charges and finance charges associated with approved expenditures in 2015 *forward*, until there is a resolution no longer allowing such expenditures, and
- The payment of bills (and approval of then and now certifications) as needed.

As previously discussed, we expect a future resolution for appropriations from unappropriated funds for the Sheriff's Department, to accommodate shored up estimates for the furniture, fixtures, and equipment for the new jail and public safety facility. There is an administrative meeting to review that topic on February 13<sup>th</sup>.

c. Administrative Approvals & Budget Update

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

Ms. Brown reported the Ohio Auditor of State, David Yost, issued Financial Health Indicator Reports for Cities and Counties to the local entities. The Fairfield County report indicated 16 of 17 financial health indicators have a positive outlook; one of 17 factors has a cautionary outlook. This factor relates to circumstances whenever there is more than a 1% drop in unassigned cash balance of the general fund, which occurred from 2014 to 2015. We will monitor that indicator, as we know that in 2015 we transferred more for the jail capital project than we did in 2014 (and 2016). (We transferred \$2M for 2014, \$3.4M for 2015, and \$300K for 2016. We have highlighted this history in past budget updates.)

With the recently issued report, Fairfield County has zero financial outlook indicators with a critical outlook. Taken in context of the whole financial condition of the county, the report is favorable.

Further, the County Auditor received the reports and sent them to us as requested. Regarding the unassigned balance, we will not know what that number is specifically for 2016 until May because it is a GAAP based number. On a cash basis, we monitor transfers and fund balances, which are consistent with policy and approved resolutions.

Mr. Levacy stated that the county understands the downward trend with the indicator for the unassigned cash balance is due to the transfer for the jail capital project, and the State Auditor's assessment is strictly looking at a graph and calculation, without explanation of the underlying causes. He also added how impressive it was that the Commissioners' yearly casino revenue projections were so accurate, as compared to state projections.

Ms. Brown went on to state that we should continue to monitor the indicator relating to sales tax revenues, which is to say that we will continue to monitor sales tax revenues as usual, especially with the Managed Care Organization concern. A reduction in sales tax surrounding this issue could result in a cautionary alert for the sales tax revenue indicator. In addition, it is thought that the indicator relating to depreciation of fixed assets is one to watch for all; this would be a category that many entities will need to monitor over time.

It is expected that most counties and cities will demonstrate good management of their finances. One of the reasons that the State Auditor is able to prepare such reports with indicators is the availability of GAAP reports. We also reviewed sales tax and casino revenues with summaries from the County Auditor. No adjustments to the budgeted amounts are needed.

d. Jail and Public Safety Facility Update

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Ms. Brown reported the most recent report on the jail population shows the population is 220, down 18 from last week.

We need to start thinking about the contents to go into the relic box (time capsule) for the new jail. The dimensions of the copper box are: 12" x 14" x 4" deep and it will go behind the date stone near the entrance to the Sheriff's Office. Once we determine the contents of the relic box, we could have a dedication ceremony for the sealing of box; then, the contractors will lay the last stone over it. This would likely occur in June of 2017.

Mr. Kiger recommended a copy of the footage used at the 2016 State of the County Address be included.

There is an administrative meeting scheduled Monday, February 13<sup>th</sup> to review and update FFE estimates.

Dennis Keller provided some pictures of the exterior windows that hide the bars. One will not be able to see bars on the exterior of the building.

e. Roundtable – February 9<sup>th</sup> Agenda

An elected official and department head roundtable meeting is scheduled February 9<sup>th</sup>. All suggestions for agenda topics have been incorporated into a draft agenda, which was in the review packet.

f. Bravos

Thank you to the Regional Planning Commission and the Commissioners' Administrative staff (all staff members) for their cooperation and teamwork. On a regular basis, employees cover for one another and collaborate on projects. This past week, Christina Foster received a GEM ("going the extra mile" email) for her help at Regional Planning. Also, we say congratulations to Holly Mattei and the RPC team for successful "Competitive Advantage" and Rural Planning Organization meetings this past week.

Mr. Levacy stated that he attended a community meeting regarding the Buckeye Lake 2030, and Ms. Mattei was very helpful. The collaborative efforts will bring everyone in the Buckeye Lake Area on one page and will make Buckeye Lake an economically dynamic place.

Ms. Brown added that each county mentioned that Buckeye Lake is a priority, and we will work to add the topic to the Competitive Advantage plan.

- Old Business

- New Business

- a. Vacation petition received for an unnamed alley in the Village of Royalton

The petition was reviewed by GIS, the Engineer, the Prosecutor, and Regional planning and has been returned to the petitioner for corrections.

- General Correspondence Received

- a. Notice from the Prosecutor's Office re: adoption of alternative schedule of vacation leave

- b. Notice from FEMA re: 30 Day Engineering Models Notification

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- c. Letter from Mr. Jessop re: 33/Pickerington Road light.

We received a copy of correspondence sent to ODOT by Mr. Jessup, a retired engineer. We are aware the Mr. Jessup has spoken with Sonja Simpson with ODOT. Ms. Brown called Mr. Jessup, as well. He has recommendations for US Route 33. After the Carroll interchange project is further evaluated, there may be a traffic study for the Pickerington Road intersection. In the course of any future changes, there will be ODOT sponsored public meetings or hearings.

- Calendar Review/Invitations Received

- a. DD Celebration of Possibilities Dinner – Thursday, March 30<sup>th</sup> at 6:00 p.m. at Crossroads Event Center
  - 1. Commissioner Levacy will attend.
- b. Pickerington Chamber Dinner – Thursday, February 9<sup>th</sup>
  - 1. Commissioner Levacy will attend.

- FYI

- a. Info from SWCD re: potential for 16 applications for farmland preservation in 2017

Jonathan Ferbrache from Soil and Water Conservation called Ms. Brown to indicate a potential of 16 applications for farmland preservation this year, and he also indicated that the Agriculture Security Area approved in 2008 will need to be reevaluated and approved in a formal process throughout 2017. He will lead this process and confirm the hearing times that will be required.

- b. Ohio Department of Taxation Notice re: status of appraisals in various counties
- c. FCC Notice re: new Section 106 filing for Verizon Wireless new tower submission
- d. 15<sup>th</sup> Annual March for Meals on Wheels
- e. Ohio Department of Public Safety Safer Ohio publication
- f. DD January 2017 Newsletter
- g. Decorative Arts Center January-June 2017 Classes, Workshops, & Lectures Schedule

- Issues Bin (none)

- Open Items (none)

**Executive Session to discuss the Potential Purchase of Property**

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to enter into Executive Session to discuss the Potential Purchase of Property at 9:28 a.m.

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Discussion: Commissioner Levacy stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Josh Horacek, Amy Brown-Thompson, and Tony Vogel.

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

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to exit Executive Session at 9:54 a.m.

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

**Review Continued**

The Commissioners met at 9:54 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Josh Horacek, Tony Vogel, and Amy Brown-Thompson.

At 9:54 a.m. Commissioner Davis 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 24, 2017 beginning at 10:01 a.m., with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Branden Meyer, Aunie Cordle, Rick Szabrak, Joshua Horacek, Dennis Keller, Holly Mattei, Amy Brown-Thompson, Tony Vogel, Todd McCullough, Ray Stemen, Jon Slater, Jeff Camechis, Jeff Barron, and Jon Kochis.

**Pledge of Allegiance**

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

**Announcements**

Commissioner Kiger asked if there were any announcements.

There were no announcements.

**Public Comment**

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

There were no public comments.

**Approval of Minutes for Tuesday, January 17, 2017**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, January 17, 2017 Regular Meeting.

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

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**Approval of the Clerk of Courts - Legal Resolutions**

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

- 2017-01.24.a      A resolution granting Fairfield County Clerk of Courts Branden Meyer Permission to Attend. [Clerk of Courts- Legal]
- 2017-01.24.b      A resolution approving an account to account transfer in a major object expense category – Clerk of Courts Legal Division [Clerk of Courts- Legal]

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

**Approval of the Clerk of Courts - Title Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Clerk of Courts – Title resolution approving an account to account transfer in a major object expense category – Clerk of Courts Title Division; see resolution 2017-01.24.c.

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

**Approval of the Commissioners' Office Resolutions**

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

- 2017-01.24.d      A resolution authorizing the approval of a request for payment and status of funds report for the FY2015 CDBG Allocation - \$ 36,750 [Commissioners]
- 2017-01.24.e      A resolution approving the appointment of Mr. Ira Weiss to the Fairfield County Visitors and Convention Bureau Board. [Commissioners]
- 2017-01.24.f      A resolution to approve expenditures of late charges and finance charges as needed for efficient operations as associated with authorized purchases [Commissioners]

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

**Approval of the Common Pleas Resolutions**

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

- 2017-01.24.g      A Resolution to approve to rescind Resolution # 2017-01.17.w, authorizing the disposal of asset by internet auction – Common Pleas Court [Common Pleas Court]
- 2017-01.24.h      A resolution authorizing the disposal of asset by internet auction with Gov Deals, Inc. – Fairfield County Common Pleas Court [Common Pleas Court]

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

**Approval of the Board of Developmental Disabilities Resolutions**

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

- 2017-01.24.i      A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2060, Fairfield County Board of DD [Board of Developmental Disabilities]
- 2017-01.24.j      A resolution to appropriate from unappropriated in a major expenditure object category (Fairfield County Board of DD) (Fund 2060 FCBDD) [FCBDD] [Board of Developmental Disabilities]

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

**Approval of the Emergency Management Agency Resolution**

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

- 2017-01.24.k      A resolution to appropriate from unappropriated in a major expenditure object category for EMA Fund 2093 Special Operations Team Fund [EMA] [EMA]
- 2017-01.24.l      A resolution authorizing the approval of an advance from the General Fund to 2091 (Subfund 8129) Hazardous Materials Planning Grant. [EMA] [EMA]

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

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

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

- 2017-01.24.m      A resolution to authorize the disposal of obsolete vehicles within the Fairfield County Engineer's Office by public auction. [Engineer]
- 2017-01.24.n      A Resolution to Allow Weight Reductions on County and Township Roads for 2017. [Engineer]
- 2017-01.24.o      A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for truck repair due to accident [Engineer]

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

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

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On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Job & Family Services resolutions:

- 2017-01.24.p      A resolution regarding Network Placement and Related Services Agreement between Family Wellness Solutions, Child Protective Services Department [JFS]
- 2017-01.24.q      A resolution regarding a Purchase of Service Contract between Fairfield Information Services & Associates, LLC, d.b.a. American Court Services and Job & Family Services [JFS]
- 2017-01.24.r      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2017-01.24.s      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2017-01.24.t      A resolution regarding Network Placement and Related Services Agreement between Christian Children's Home of Ohio and Job and Family Services, Child Protective Services Department [JFS]
- 2017-01.24.u      A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2017-01.24.v      A resolution regarding Network Placement and Related Services Agreement between Specialized Alternatives for Families and Youth of Ohio, Inc., and Job and Family Services, Child Protective Services Department [JFS]

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

**Approval of the Soil and Water Conservation District Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Soil and Water Conservation District resolution approving an account to account transfer; see resolution 2017-01.24.w.

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

**Approval of the Utilities Office Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Utilities office resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5046 Water Admin; see resolution 2017-01.24.x.

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

**Approval of Payment of Bills Resolutions**



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

- 2017-01.24.y      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]
- 2017-01.24.z      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 Mike Kiger  
Absent: Steve Davis

**Executive Session to discuss the Potential Purchase of Property**

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to enter into Executive Session to discuss the Potential Purchase of Property at 10:09 a.m.

Discussion: Commissioner Levacy stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Staci Knisley, Jon Kochis, and Dennis Keller.

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

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to exit Executive Session at 10:50 a.m.

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

**Review Continued**

The Commissioners met at 10:51 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Staci Knisley, Jon Kochis, and Dennis Keller.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:51 a.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, January 24, 2017, at 10:00 a.m.

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Motion by:

Seconded by:

that the January 17, 2017, minutes were approved by the following vote:

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YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on January 24, 2017

*Abstained*

Steven A. Davis  
Commissioner

*Dave Levacy*

Dave Levacy  
Commissioner

*Mike Kiger*

Mike Kiger  
Commissioner

*Rachel A. Elsea*

Rachel A. Elsea, Clerk