

Regular Meeting #4 - 2025
Fairfield County Commissioners' Office
January 28, 2025

Review Meeting

The Commissioners met at 9:00 a.m. at 210 E. Main St., Lancaster, OH. Commissioner Davis called the meeting to order, and the following Commissioners were present: Steve Davis and David Levacy. County employees present: County Administrator, Aundrea Cordle; Deputy County Administrator, Jeff Porter; Clerk to the Board of Commissioners, Rochelle Menningen; Communications & Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Deputy HR Director, Abby Watson; Auditor, Dr. Carri Brown; Utilities Director, Tony Vogel; JFS Director, Corey Clark; Deputy JFS Director, Heather O'Keefe; Sheriff's Deputy, Kevin Romine; Communications Officer, Rachel Elsea; IT Director, Dan Neeley; Facilities & EMA Director, Jon Kochis; Interim RPC Director, Holly Mattei; Recorder, Lisa McKenzie; Engineer, Jeremiah Upp; Soil and Water Technician, Chad Lucht; Clerk of Courts, Branden Meyer; DD Superintendent, Dr. David Uhl; Assistant Prosecuting Attorney, Amy Brown-Thompson; and Economic & Workforce Development Director, Rick Szabrak. Also in attendance: Sherry Pymer.

Virtual attendees: Park Russell, Tony Vogel, Alisha Hoffman, Chris Snider, Shannon, Barb Martin, Lynette Barnhart, Deborah, Lori Hawk, Josh Horacek, Jennifer Morgan, Jeff Barron, Brian Wolfe, Abby King, Shelby Hunt, BGM, Garrett Blevins, Stacy Hicks, Vince Carpico, Greg Forquer, Britney Lee, Ashley Arter, Jim Bahnsen, Steven Darnell, Jane Harf, Lori Lovas, Andy Boystel, Jerry Starner, Jeanie Wears, and Joe Ebel.

Welcome

Commissioner Davis opened the meeting by welcoming everyone in attendance.

Listen and Learn

County Auditor, Dr. Carri Brown provided an update on the Fairfield County Auditor's Office. Dr. Brown spoke about new technologies being implemented in her office and about proposed legislation that will affect real estate procedures and property taxes. Legislation regarding the Homestead Reduction is being considered that will increase the threshold of the income for property owners, allowing more retirees to take advantage of the property tax reduction.

Dr. Brown continued by outlining programs in her office, which are often also used throughout the county and the state. Two testimonial videos from a county employee and one from the Fairfield County Park District were played that described the effectiveness of the modernization of the Enterprise ERP financial system. One of the strategies of the Auditor's Office is to use technology to improve services for the residents and municipalities of Fairfield County. The DocLink platform provides more efficient access to data for internal and external stakeholders. This data includes, but is not limited to, Budget Commission submissions, Levy & Special Assessment Requests, Training Materials, and Networking Links. Dr. Brown thanked RPC Interim Director Holly Mattei for the work she has done that has assisted the Real Estate Office with the new Lot Split Program. The lot split process also includes the Engineer's Office, Utilities, the Health Department, IT, and the Recorder's Office; and there are over 300 lot splits that occur each year in Fairfield County. The REA Fund has covered the costs for the Lot Split Program which will make a complex process more efficient.

Dr. Brown continued by stating that other strategies of her office are "Interning the Workforce", "Using Artificial Intelligence (AI)", and "Financial Stewardship".

Dr. Brown produced a copy of the Strategic Plan of the Fairfield County Auditor's Office which can be viewed in the minutes, along with Dr. Brown's PowerPoint presentation.

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Public Comments

None.

Legal Update

None.

County Administration Update

- *The County Administration Update was provided by County Administrator, Aundrea Cordle, unless otherwise noted.*

Week in Review

2024 Achievement Level Award from The Ohio EPA

Jon Kochis recently applied for recognition from The Ohio EPA in their Encouraging Environmental Excellence in Communities program. We are pleased to announce that The Commissioners has been recognized as a 2024 Achievement Level recipient for achievements in improving Ohio's environment through economic, social, and environmental sustainability projects and initiatives.

February 4, 2025, Commissioners' Review and Regular Meeting

The Commissioner's next meeting will be in the evening on February 4th at 7:00 p.m. The meeting will be here, in the Commissioners' Hearing Room at 7:00 p.m. There will be four additional evening Review and Regular Meetings throughout the county in 2025. The first in four weeks at the Greenfield Twp Fire Department located at 3245 Havensport Rd. in Carroll; on May 13th at the Wigwam in Pickerington; on August 5th at the Rushcreek Fire Department; and on November 18th at the Berne Union School Building.

Tax Payment Parking

Temporary parking has been identified for Tax Payment Parking for the ½ hour street parking spots that are in front of the Historic Courthouse and the Hall of Justice. Thank you to Jon Kochis and Christy Noland for their assistance with the temporary signage to provide taxpayers with easier parking access to the office during tax season

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals.

Resolution Review

There are 21 resolutions on the agenda for the Regular voting meeting.

Resolutions of note:

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- A resolution from the Auditor's Office to rescind resolution 2025-01.14.y, which approved a memo receipt/expense for JFS Fund #2599 Reimbursing Fund #2018. Fund #2599 did not have sufficient funds to complete the transaction at this time.
- Domestic Relations has a resolution to authorize the repayment of an advance to the General Fund from the Justice for Families Grant Program.
- The Engineer's Office has a resolution to approve a Road Usage Maintenance Agreement between the county and AEP for temporary access to construct overhead power lines.
- The Engineer's Office has also provided a resolution to approve the 2024 annual county highway system mileage certification. 361.122 recorded miles of road in Fairfield County have been verified by ODOT.

Engineer Upp stated that the recorded mileage of county roads can vary slightly from year to year, typically by only a half-mile to a mile.

- Facilities has a resolution to approve a contract with Columbus Building Services for the roof top HVAC project at the Government Services Building.

Director Kochis stated that they are looking to replace the HVAC in the spring for minimal disruption.

- Juvenile/Probate Court has a resolution to approve a lease agreement between Juvenile Court and the City of Lancaster on the second floor of the City Annex Building at 123 East Chestnut Street.

Commissioner Davis met with Mayor McDaniel to express to the city that the county wants out of the lease. The county will continue to work towards getting rid of leases that are not well negotiated.

- The Sheriff's Office has three resolutions on today's agenda. One to appropriate from unappropriated in Fund #2394, another for an inmate housing agreement with Canal Winchester, and another to approval a service agreement between the Sheriff's Office and Violet Township for the continuation of equipment and personnel necessary to perform policing services.
- Major Crimes has five financial resolutions on the agenda. These resolutions establish a grant fund, partially repay an advance, appropriate unappropriated monies, authorize an advance for the Comprehensive Opioid, Stimulant, and Substance Abuse Grant, and authorize an account to account transfer in the Recovery Ohio FY21 Grant Fund.
- And the Utilities Department has four financial resolutions authorizing fund-to-fund transfers.

Budget Review

- Budget Director, Bart Hampson, had nothing to report.

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Calendar Review/Invitations Received

Items Requiring Response

Informational Items

- South Licking Water Conservancy District Meeting, January 28, 2025, 3:00 p.m., Licking County Soil & Water Office, 771 E. Main St., Newark
- Potential Ohio Power Siting Board Eastern Cottontail Solar Project Public Hearing, January 28, 2025, 4:45 p.m., Pleasantville Elementary School, 300 W. Columbus St., Pleasantville
- Canal Winchester Chamber Annual Awards Night: Denim & Diamonds, February 21, 2025, 6:00 p.m., BrewDog Tap Columbus, 96 Gender Rd., Canal Winchester
- Friends of Fairfield DD's 15th Annual Celebration of Possibilities, March 26, 2025, 6:00 p.m., Crossroads Event Center, 2095 W. Fair Ave., Lancaster

Correspondence

- Lancaster Eagle Gazette, Jeff Barron, January 22, 2025, "Does Mass Deportation Concern Fairfield County? Commissioners Talk Trump's 2nd Term"
- Fairfield 33 Development Alliance Letter Regarding Contributions, Stakeholders, and Initiatives, January 17, 2025
- Correspondence Regarding Industrial Solar Projects
- Special Note: All Reoccurring and Formerly Distributed Correspondence from County Agencies Will Hence Forth Be Provided in the Commissioners' Folder of the Same Name

Updates from Elected Officials and Department Heads

Recorder McKenzie will be hosting a meeting for the southeast Ohio region with her offices recording vendor.

Clerk of Courts Meyer stated he hired Tiffany Daniels for a position with the Records Division.

Commissioner Davis stated that the Commissioners are looking to replace the position at the information desk with someone who has a background in security.

Auditor Brown stated that January 31st is the deadline for dog licenses. She thanked Clerk of Courts Meyer for assisting with dog license tags at the Clerk's satellite office. She also reported that 1099's are mailed. Tax bills have also been mailed and are available on the Auditor's website.

Director Szabrak stated that Ohio University had announced the beginning of a free phlebotomy program which has already been filled.

Commissioner Davis asked if the only course fee was free or if all aspects of the course was free.

Director Szabrak stated that the students will pay nothing. There were 15 students last time the program was offered, with 14 passing their certification exam.

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Commissioner Levacy was enthusiastic about the program giving students a better opportunity to kickstart their careers in medical care.

Director Kochis provided the Commissioners with the cost savings on electricity made possible by the solar array located the Liberty Center.

Commissioner Davis was interested in understanding the net costs, annualized savings in reducing the energy, and using the numbers to calculate the return on investment to make projections into the future costs of electricity. He added that the county spends over \$3 million per year on electricity costs.

Director Neeley noted that last year county IT contracted for a cybersecurity product, and they are now seeing how effective it has been. They were made aware of an attempted breach of an employee's account that had been successfully stopped thanks to the product.

Director Clark noted that the Child Abuse Prevention Breakfast is scheduled for April 9th.

Old Business

Commissioner Levacy stated that last Thursday he attended the final 911 Committee meeting. He believes the county has come a long way with its 911 technology, and thanked Director Kochis for bringing all the emergency response agencies in the county together. Friday, he visited the Yellow Bud solar project in Pickaway County and was interested to see how it was being built.

Commissioner Davis attended the National Championship last week and ran into actor Anthony Mackey while out for dinner and got to spend time with him that evening.

Commissioner Levacy gave his appreciation to Commissioner Davis for his willingness to be the Ad Hoc member on the Ohio Power Siting Board.

Commissioner Davis stated a number of people have called for his resignation over the topic of solar, but he plans to see the process through.

New Business

Commissioner Davis attended the public hearing Monday evening for the Eastern Cottontail solar project and thought that most conducted themselves in a respectful manner.

Regular (Voting) Meeting

The Commissioners met at 9:00 a.m. at 210 E. Main St., Lancaster, OH. Commissioner Davis called the meeting to order, and the following Commissioners were present: Steve Davis and David Levacy. County employees present: County Administrator, Aundrea Cordle; Deputy County Administrator, Jeff Porter; Clerk to the Board of Commissioners, Rochelle Menningen; Communications & Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Deputy HR Director, Abby Watson; Auditor, Dr. Carri Brown; Utilities Director, Tony Vogel; JFS Director, Corey Clark; Deputy JFS Director, Heather O'Keefe; Sheriff's Deputy, Kevin Romine; Communications Officer, Rachel Elsea; IT Director, Dan Neeley; Facilities & EMA Director, Jon Kochis; Interim RPC Director, Holly Mattei; Recorder, Lisa McKenzie; Engineer, Jeremiah Upp; Soil and Water Technician, Chad Lucht; Clerk of Courts, Branden Meyer; DD Superintendent, Dr. David Uhl; Assistant Prosecuting Attorney, Amy Brown-Thompson; and Economic & Workforce Development Director, Rick Szabrak. Also in attendance: Sherry Pymer.

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Virtual attendees: Tony Vogel, Chris Snider, Shannon, Barb Martin, Deborah, Lori Hawk, Josh Horacek, Jennifer Morgan, Brian Wolfe, Abby King, Shelby Hunt, BGM, Garrett Blevins, Stacy Hicks, Vince Carpico, Greg Forquer, Britney Lee, Ashley Arter, Jim Bahnsen, Steven Darnell, Jane Harf, Lori Lovas, Jerry Starner, and Joe Ebel.

Announcements

None.

Approval of Minutes for January 21, 2025

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for the Tuesday, January 21, 2025, meeting.

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of a Resolution from the Fairfield County Commissioners

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Commissioners:

2025-01.28.a A Resolution to Approve a Memo Receipt and Expense for Stop Loss Pool Sub Fund & the Self-Funded Healthcare Fund

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of a Resolution from the Fairfield County Auditor - Finance

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Auditor - Finance:

2025-01.28.b A Resolution to Approve to Rescind Resolution # 2025-01.14.y, A Resolution to Approve a Memo Receipt and Expenditure for Fairfield County Job & Family Services, Fund #2599 Reimbursing Fund #2018, Fairfield County JFS

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of a Resolution from the Fairfield County Court of Common Pleas

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Court of Common Pleas:

2025-01.28.c A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for the Fairfield County Court of Common Pleas; Fund # 2852, Targeted Community Alternative to Prison

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Commissioner Davis stated that Administrator Cordle, Clerk of Courts Meyer, the Judges, and himself will meet Wednesday to continue a discussion about the Hall of Justice and its usefulness in serving their needs.

Roll call vote of the motion resulted as follows:

Voting aye thereon: David Levacy and Steve Davis

Approval of a Resolution from the Fairfield County Domestic Relations Court

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Domestic Relations Court:

2025-01.28.d A Resolution Authorizing the Approval of the Repayment of an Advance to the General Fund, Fund #2848 Sub Fund #8284, Justice for Families Grant Program

Roll call vote of the motion resulted as follows:

Voting aye thereon: David Levacy and Steve Davis

Approval of Resolutions from the Fairfield County Engineer

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Engineer:

2025-01.28.e A Resolution to Approve the Road Usage Agreement between Fairfield County and Ohio Power Company, a Unit of AEP

2025-01.28.f A Resolution to Approve the Annual County Highway System Mileage Certification for 2024

Engineer Upp stated that AEP has been very cooperative during the process of the road usage agreements.

Commissioner Davis asked if the Engineers have a file of previous road usage agreements that they reference when negotiating new ones.

Engineer Upp stated they do have a file that they use to reference. The agreement seems to be working well for both entities.

Roll call vote of the motion resulted as follows:

Voting aye thereon: David Levacy and Steve Davis

Approval of a Resolution from Fairfield County Facilities

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from Fairfield County Facilities:

2025-01.28.g A Resolution to Approve a Contract for the HVAC Install Services for the GSB RTU Project

Roll call vote of the motion resulted as follows:

Voting aye thereon: David Levacy and Steve Davis

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Approval of a Resolution from the Fairfield County Juvenile & Probate Court

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Juvenile & Probate Court:

- 2025-01.28.h A Resolution to Approve a Lease Agreement for the Fairfield County Juvenile Court by and between the City of Lancaster and the Board of County Commissioners

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of Resolutions from the Fairfield County Sheriff

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Sheriff:

- 2025-01.28.i A Resolution Authorizing the Approval of a Service Agreement by and between the Fairfield County Sheriff's Office and the Township of Violet
- 2025-01.28.j 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
- 2025-01.28.k A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Sheriff's Office; Fund 2394, CFLP Litter Enforcement

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of Resolutions from the South Central Major Crimes Unit

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the South Central Major Crimes Unit:

- 2025-01.28.l A Resolution Authorizing a Creation of a New Fund and Appropriate from Unappropriated for the Violent Crimes Reduction Grant
- 2025-01.28.m A Resolution Authorizing the Approval of a Partial Repayment of an Advance to the General Fund from MCU, Fund #7864, Recovery Ohio Grant
- 2025-01.28.n A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category, Fund #7864
- 2025-01.28.o A Resolution Authorizing an Account-to-Account Transfer, Fund #7864, Sub Fund #8289, Recovery Ohio FY21 Grant
- 2025-01.28.p A Resolution Authorizing the Approval of an Advance from the General Fund to Fund #7858, Sub Fund #8360, Comprehensive Opioid, Stimulant, and Substance Abuse Grant

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Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of Resolutions from Fairfield County Utilities

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from Fairfield County Utilities:

- | | |
|--------------|---|
| 2025-01.28.q | A Resolution Authorizing Fund-to-Fund Transfers from the Water Fund #5046 to Funds #5534, #5556, #5776, #5818, #5823, and #5849, Debt Service Payments for 2025 |
| 2025-01.28.r | A Resolution Authorizing Fund-to-Fund Transfer from the Greenfield Water Fund #5841 to #5846, Debt Service Payments for 2025 |
| 2025-01.28.s | A Resolution Authorizing a Fund-to-Fund Transfer from Greenfield Sewer Fund #5842 to #5847, Debt Service Payments for 2025 |
| 2025-01.28.t | A Resolution Authorizing Fund-to-Fund Transfers from the Sewer Fund #5044 to Funds #5533, #5554, #5776, #5817, and #5823 Debt Service Payments for 2025 |

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Approval of the Payment of Bills

On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution for the Payment of Bills:

- | | |
|--------------|---|
| 2025-01.28.u | A Resolution Authorizing the Approval of Payment of Invoices for Departments that Need Board of Commissioners' Approval |
|--------------|---|

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

Adjournment

Engineer Upp stated that his office will be working with all the townships on the road usage agreements so they are protected as well.

With no further business, On the motion of David Levacy and the second of Steve Davis, the Board of Commissioners voted to adjourn at 10:00 a.m.

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Steve Davis

The next Regular Meeting is scheduled for 7:00 p.m. on Tuesday, February 4, 2025, in the Commissioners' Hearing Room, 210 E. Main St., Lancaster, OH.

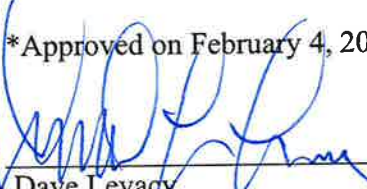
Motion by: David Levacy	Seconded by: Steve Davis
that the January 28, 2025, minutes were approved by the following vote:	

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YEAS: Steve Davis and David Levacy
ABSTENTIONS: Jeff Fix


NAYS: None

*Approved on February 4, 2025


Dave Levacy
Commissioner


Jeff Fix
Commissioner


Steve Davis
Commissioner


Bennett Niceswanger, Asst. Clerk



REVIEW AGENDA

BOARD OF COMMISSIONERS

Commissioners:

Steven A. Davis
Jeffrey M. Fix
David L. Levacy

County Administrator

Aundrea N. Cordle

Deputy County Administrator

Jeffrey D. Porter

Clerk

Rochelle Menningen

Tuesday, January 28, 2025

9:00 a.m.

1. Review

Purpose of Review Meeting: *To prepare for formal actions of county business, such as Commission resolutions; and to provide time for county leadership to connect about matters of county business.*

2. Welcome

3. Listen & Learn

County Auditor, Dr. Carri Brown

4. Public Comments

Purpose of Public Comments: *This is a time for voters and taxpayers (members of the public) to provide comments. There is a time limit of 3 minutes. While this is a time for comments to be provided, it is not a time for questions and answers. The Commission has a full agenda of county business.*

5. Legal Update

6. County Administration Update

- a. Week in Review
- b. Highlights of Resolutions
- c. Budget Review
- d. Calendar Review/ Invitations Received
 - i. South Licking Water Conservancy District Meeting, January 28, 2025, 3:00 p.m., Licking County Soil & Water Office, 771 E. Main St., Newark
 - ii. Potential Ohio Power Siting Board Eastern Cottontail Solar Project Public Hearing, January 28, 2025, 4:45 p.m., Pleasantville Elementary School, 300 W. Columbus St., Pleasantville
 - iii. Canal Winchester Chamber Annual Awards Night: Denim & Diamonds, February 21, 2025, 6:00 p.m., BrewDog Tap Columbus, 96 Gender Rd., Canal Winchester
 - iv. Friends of Fairfield DD's 15th Annual Celebration of Possibilities, March 26, 2025, 6:00 p.m., Crossroads Event Center, 2095 W. Fair Ave., Lancaster
- e. Correspondence
 - i. *Lancaster Eagle Gazette*, Jeff Barron, January 22, 2025, "Does Mass Deportation Concern Fairfield County? Commissioners Talk Trump's 2nd Term"
 - ii. Fairfield 33 Development Alliance Letter Regarding Contributions, Stakeholders, and Initiatives, January 17, 2025
 - iii. Correspondence Regarding Industrial Solar Projects

SERVE • CONNECT • PROTECT



REVIEW AGENDA

BOARD OF COMMISSIONERS

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Steven A. Davis
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County Administrator

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Deputy County Administrator

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Clerk

Rochelle Menningen

- iv. Special Note: All Reoccurring and Formerly Distributed Correspondence from County Agencies Will Hence Forth Be Provided in the Commissioners' Folder of the Same Name

7. Updates from Elected Officials and Department Heads

8. Old Business

9. New Business

10. Regular (Voting) Meeting

11. Adjourn

12. Investment Advisory Committee Meeting, 10:30 a.m.

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Quarters Total 2021, Total 2022, Total 2023, Total 2024, Quarter 1 2025 – American Rescue Plan Fiscal Recovery Funds, as of 1.23.2025.

From the \$30,606,902.00 received as the first and second tranche of fiscal recovery funds.

\$30,606,902.00 has been appropriated, \$27,282,725.00 expended, \$3,144,046.35 encumbered or obligated.

Project/Category		As of 1/23/25 Appropriations	As of 1/23/25 Expenditure	As of 1/23/25 Obligation
Public Health				
R15a	Public Health, PPE	199.90	199.90	0.00
R16a	Public Health, Medical Expenses	206,838.33	206,838.33	0.00
R16b	Public Health, COVID Medial Costs County Benefits Program	399,949.66	399,949.66	0.00
R17a	Public Health, Vaccination Clinic and Related Expenses	66,362.57	66,362.57	0.00
R17b	Public Health, Capital Investments and Public Facilities of the County	3,426,059.58	3,422,579.58	3,480.00
R17c	Public Health, Capital Investment for Air Quality Improvements	56,674.00	56,674.00	0.00
R17d	Public Health, Capital Investment for Health Equipment, Mobile Morgue	49,498.87	49,498.87	0.00
R17e	Public Health, Capital Investment for Sheriff Cruiser to Respond to Increased Violence	54,250.98	54,250.98	0.00
R18a	Professional Communications on Behalf of the Board of Health	34,577.94	34,577.94	0.00
R18b	Public Health, Creation of a Community Health Assessment (CHA)	48,943.10	48,943.10	0.00
R19a	Public Safety Payroll Support	1,545,884.42	1,545,884.42	0.00
R19b	Public Health Payroll Support	185,406.39	185,406.39	0.00
R19c	Other Public Sector Payroll Support	275,236.47	275,236.47	0.00
R110a	Mental and Behavioral Health	0.00	0.00	0.00
Subtotal Public Health		6,349,882.21	6,346,402.21	3,480.00
Negative Economic Impacts				
R210a	Emergency Assistance for Non-Profit Organizations, a Subgrant to the City of Lancaster	0.00	0.00	0.00
R210b	Emergency Assistance for Non-Profits, Subgrant The Lighthouse	120,000.00	120,000.00	0.00
R210c	Salvation Army	500,000.00	500,000.00	0.00
R210d	Habitat for Humanity	610,000.00	610,000.00	0.00

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Project/Category		As of 1/23/254 Appropriations	As of 1/23/25 Expenditure	As of 1/23/25 Obligation
R210e	ADAMH/LSS Housing Projects	3,000,000.00	800,564.01	2,199,435.99
R210f	Harcum House	100,000.00	100,000.00	0.00
R210g	Fairhope Hospice	100,000.00	100,000.00	0.00
R210h	Housing Project	700,000.00	700,000.00	0.00
R210i	Lancaster Festival	100,000.00	100,000.00	0.00
R211a	Subgrant for Tourism, Support for the Fairfield County Fair	499,996.00	499,996.00	0.00
R211b	Aid to Tourism, Travel, Hospitality	18,278.01	18,278.01	0.00
R29a	Emergency Assistance Business Planning	146,829.87	146,829.87	0.00
R213a	Support for Agriculture and the Growing Community	35,000.00	35,000.00	0.00
R213b	Technical Assistance for Townships & Others	399,354.84	399,354.84	0.00
R213c	Contracts for Services to Support Residents Suffering Effects of the Pandemic	96,700.00	96,700.00	0.00
Subtotal Negative Economic Impacts		6,426,158.72	4,226,722.73	2,199,435.99
R310a	Housing Support, Affordable Housing Strategic Plan	39,554.00	39,554.00	0.00
Subtotal Services Disproportionately Impacted Communities		39,554.00	39,554.00	0.00
Premium Pay				
R41a	Premium Pay, Premium Pay for Emergency Management Agency Workers	27,907.72	27,907.72	0.00
Subtotal Premium Pay		27,907.72	27,907.72	0.00

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Project/Category		As of 1/23/25 Appropriations	As of 1/23/25 Expenditure	As of 1/23/25 Obligation
Infrastructure				
R52a	Clean Water: Centralized Collection and Conveyance, Airport	550,210.54	550,210.54	0.00
R52b	Clean Water: Centralized Collection and Conveyance, Walnut Creek Sewer District	750,000.00	750,000.00	0.00
R52c	Clean Water: Centralized Collection and Conveyance, Regional Lift Station	2,761,835.85	2,448,140.26	313,695.59
R56a	Clean Water, Stormwater	539,895.00	539,895.00	0.00
R511a	Drinking Water: Transmission/Distribution, Grant Hampton	800,318.61	800,318.61	0.00
R511b	Drinking Water: Transmission/Distribution, Airport	100,805.00	100,805.00	0.00
R511c	Drinking Water: Transmission/Distribution, Greenfield	221,535.69	0.00	221,535.69
R511d	Drinking Water: Transmission/Distribution, Baltimore	613,000.00	613,000.00	0.00
R511e	Drinking Water: Transmission/Distribution, Pleasantville	834,000.00	731,947.53	102,052.47
R516a	Broadband, "Last Mile" Projects	0.00	0.00	0.00
Subtotal Infrastructure		7,171,600.69	6,534,316.94	637,283.75
Revenue Loss				
R61a	SaaS and Technological Equipment	369,959.32	369,959.32	0.00
R61b	Recorder Document Scanning	337,984.72	337,984.72	0.00
R61c	Clerk of Courts Case Management	375,000.00	375,000.00	0.00
R61d	MARCS Tower Project	566,210.00	566,210.00	0.00

Quarters Total 2021, Total 2022, Total 2023, Total 2024, Quarter 1 2025 – American Rescue Plan Fiscal Recovery Funds, as of 1.23.2025.

From the \$30,606,902.00 received as the first and second tranche of fiscal recovery funds.

\$30,606,902.00 has been appropriated, \$27,282,725.00 expended, \$3,144,046.35 encumbered or obligated.

Project/Category		As of 1/23/25 Appropriations	As of 1/23/25 Expenditure	As of 1/23/25 Obligation
R61e	Dispatch Consoles	543,820.85	543,820.85	0.00
R61f	Fairfield Center Purchase	2,708,752.85	2,708,752.85	0.00
R61g	Fairfield Center Renovation	3,344,528.02	3,154,940.42	189,587.60
R61h	Community School Attendance Program	501,137.00	501,137.00	0.00
R61i	Workforce Center Expansion	0.00	0.00	0.00
R61j	Smart Growth	197,657.97	197,657.97	0.00
R61k	United Way and Dolly Parton's Imagination Library	25,000.00	25,000.00	0.00
R61l	Auditor Historical Records Scanning	0.00	0.00	0.00
R61m	Engineer's Radios	80,000.00	80,000.00	0.00
R61n	Auditor Printers	4,357.66	4,357.66	0.00
R61o	Auditor Copiers	11,983.30	11,983.30	0.00
R61p	Bremen ADA Ramps	26,954.00	26,954.00	0.00
R61q	Transportation School Education Vehicles	38,357.90	38,357.90	0.00
R61r	Safety and Security	454,622.00	431,430.94	23,231.06
R61s	MAPSYS Custom Taxing Authority Management Application	52,433.00	43,000.00	9,433.00
R61t	County Radios	61,537.50	0.00	61,537.50
R61u	Transportation	243,000.00	243,000.00	0.00
R61v	Transportation Rebranding	20,057.45	0.00	20,057.45
R517a	Beavers Field Utilities	36,606.46	36,606.46	0.00
Revenue Loss		10,000,000.00	9,696,153.39	303,846.61

Quarters Total 2021, Total 2022, Total 2023, Total 2024, Quarter 1 2025 – American Rescue Plan Fiscal Recovery Funds, as of 1.23.2025.

From the **\$30,606,902.00** received as the first and second tranche of fiscal recovery funds.

\$30,606,902.00 has been **appropriated**, **\$27,282,725.00** expended, **\$3,144,046.35** encumbered or obligated.

Project/Category		As of 1/23/25 Appropriations	As of 1/23/25 Expenditure	As of 1/23/25 Obligation
Administration				
R71a	Administrative Expenses	591,798.66	411,668.01	0.00
Subtotal Administration		591,798.66	411,668.01	0.00
Grand Total		\$30,606,902.00	\$27,282,725.00	\$3,144,046.35

ADMINISTRATIVE AUTHORITY ITEMS
FAIRFIELD COUNTY COMMISSIONERS' OFFICE
JANUARY 16, 2025 TO January 26, 2025

Fairfield County Commissioners

- AA.01.16-2025.a An Administrative Approval for the Certificate of County-Wide Cost Allocation. [Commissioners]
- AA.01.17-2025.a A resolution approving the payment for the LGIF loan payment for the wire date of January 22, 2025 [Commissioners]
- AA.01.17-2025.c An Administrative Approval to approve the Fiscal Year (FY) 2025 Ohio Airport Improvement Grant Program Matching Grant agreement. [Commissioners]
- AA.01.21-2025.a An Administrative Approval for the payment(s) of the United Health Care (UHC) invoice for the Fairfield County Self-Funded Health Benefits Program – Fairfield County Board of Commissioners [Commissioners]
- AA.01.22-2025.a An Administrative Approval for the payment of invoices for departments that need Board of Commissioners' approval and have bills presented that are not more than \$77,250 per invoice. [Commissioners]
- AA.01.24-2025.b An Administrative Approval Approving an Agreement Between MAPSYS Inc. and the Fairfield County Board of Commissioners for Document Imaging Foundations (DIF) Maintenance [Commissioners]
- AA.01.24-2025.c An Administrative Approval for an Agreement between MAPSYS Inc. and the Fairfield County Board of Commissioners for CRMS Support Services [Commissioners]

Fairfield County Facilities

- AA.01.16-2025.b An Administrative Approval for the Contract between Bennett & Williams, Inc., and the Fairfield County Commissioners for Consulting Services for Groundwater Testing for 2025-2027 [Facilities]
- AA.01.17-2025.b An Administrative Approval for the Contract between Bill Houge Drywall aka BHD., and the Fairfield County Commissioners for construction services at the Workforce Center [Facilities]

Fairfield County Human Resources

- AA.01.21-2025.b An administrative approval to approve a probationary removal for Fairfield County. [Fairfield County Human Resources]

Fairfield County Job and Family Services

- AA.01.24-2025.a An Administrative Approval for a software and maintenance agreement between Fairfield County Job and Family Services and Modern Office Methods. [JFS]
- AA.01.24-2025.d An Administrative Approval for a lease agreement between Fairfield County Job and Family Services and Modern Office Methods. [JFS]

Fairfield County Transit

- AA.01.17-2025.d An Administrative Approval for a Services Agreement between Fairfield County Transit (FCT) and the Center for Independence [Transit]
- AA.01.17-2025.e An Administrative Approval for a Services Agreement between Fairfield County Transit (FCT) and Carealot Transport [Transit]
- AA.01.17-2025.f An Administrative Approval for a Services Agreement between Fairfield County Transit (FCT) and Creative Coach Company [Transit]
- AA.01.24-2025.e An Administrative Approval for Fairfield County Transit insurance coverage with Ohio Transit Risk Pool for the 2025 fiscal year. [Transit]



Canal Winchester Chamber
Powered by people

CWC Annual Awards Night: One Month Away!



We are just one month away from our CWC Annual Awards Night: Denim & Diamonds! Join us for a cocktail hour, silent auction, awards presentation, and entertainment as we celebrate the outstanding accomplishments of our 2025 nominees and award winners. Seating is limited, so register today!

 BrewDog DogTap Columbus

 February 21, 2025 | 6–9 PM

[Register To Attend!](#)

Click the link to register, or contact our office: cwchamber@canalwinchester.com



Save the Date

Friends of DD invites you to save the date for our 15th Annual Celebration of Possibilities. Held at Crossroads Event Center in Lancaster, the night will honor members of our community who have furthered the mission of Fairfield DD.

Wednesday, March 26, 2025, at 6:00 pm

We wanted to get the word out early so you can be sure to clear your calendar. Tickets will go on sale January 7, 2025.

To learn more, become a sponsor, or purchase tickets, just click below! We hope to see you there!

[Learn More](#)

Let's Connect

Stay tuned for exciting updates as the Celebration of Possibilities approaches.



Does mass deportation concern Fairfield County? Commissioners talk Trump's 2nd term



Jeff Barron

Lancaster Eagle-Gazette, January 22, 2025

LANCASTER – President Donald Trump was sworn into his second term in office Monday.

On the campaign trail, he often spoke of inflation, deporting undocumented migrants and more issues.



The Eagle-Gazette spoke with Fairfield County commissioners Dave Levacy, Jeff Fix and Steve Davis on their hopes for a second Trump presidency and how that presidency may affect the county.

Jeff Fix

Fix said Trump made a lot of promises about fixing the economy and the border.

"I think if those two things were accomplished, it would be amazing," he said. "It would be huge. When you look at the really big picture, if he's able to accomplish those two things that he's promised the American people, I think we'd all be better off."

He said part of that would include bringing jobs back to the country and back to Ohio, specifically Fairfield County.

"And fixing our border so we don't have to deal with as many issues that we see, particularly around fentanyl," Fix said. "We still struggle with that in Ohio and Fairfield County. That would be great as well."

Regarding inflation, Fix said he thinks that's a concern for all.

"I don't know that the President of the United States unilaterally, can fix inflation," he said. "I think if we were able to take another look at how we produce energy. We have given up on coal and we gave up on the ANWR (Arctic National Wildlife Refuge) pipeline.

"There are things that can be done to restore American energy as well. I know that our congressman, Troy Balderson, (R-Ohio 12) is looking hard at all that stuff, and I know President Trump will too. If we had cheaper gas and cheaper electricity that would certainly help the economy."

As for mass deportation, Fix said there are so many industries that rely on inexpensive labor and many of those jobs are filled by immigrants.

"I don't like the idea of people being here illegally," he said. "But I don't like the idea of trying to move 9 million people out of the workforce and sending them somewhere else. There needs to be a way to shore up our border and fix our immigration process so that these people can get to work."

Therefore, Fix said he's not in favor of mass deportation.

"But that's not my call," he said.

Should Trump embark on mass deportation, Fix said there are some immigrants in Pickerington and that it would affect central Ohio significantly.

"And since we're all kind of connected if it affected central Ohio significantly, I'm sure there would be some impact in Fairfield County," he said.



Steve Davis

"I'm excited about the attention they're talking about putting on the national debt, which is somewhere over \$30 trillion," Davis said. "That's probably what I'm most excited about."

From a local standpoint, Davis said one of Trump's philosophies is to stay out of business and local government's way.

"That would be great," he said. "If they would just do no harm, is all we're asking out of the federal government. Don't run the country into bankruptcy and protect us. You take care of that big stuff and we'll take care of the little stuff here on the ground."

Davis said while that is nothing negative toward Trump, who said he's voted for him every time he's been on the ballot, that's just what he expects out of the federal government.

Davis also said he's in favor of more energy production.

As for possible mass deportations, Davis said he can see ways where that might have a local impact, but probably not that much.

"I don't know the details on that," he said. "I've heard reports of mass deportation all the way down to just getting the really violent criminals off the street. There's a huge difference between those two things. I don't see how we would be terribly impacted. But I can see scenarios where if they're trying to detain some violent folks, they're going to need jail systems and places to detain them."

But Davis said people have to wait and see what any deportation plans may actually look like.



Dave Levacy

Levacy said he doesn't see much of a local effect from Trump's second term, other than maybe getting some federal grants.

"But generally speaking, I don't see major changes on the local level," he said. "On the national level, I want to see things get back to normalcy. I want to see things get back to where we're doing things. I want to see common sense restored in the national dialogue."

"Things have gotten so out of control as far as what's happened where they weaponized the judiciary against Trump, and that sort of thing. Everybody should be treated equal regardless of party or who they are. They should be treated equally under the law."

Levacy said he wants to see Democrats and Republicans have a better dialogue with each other for the benefit of the country instead of for each other. But he said that is difficult because people are so entrenched in their own ideology.

"There has to be a little give and take to accomplish what's best for the country," Levacy said. "Not what's best for yourself or one party over the other."

Levacy also said he wants to see the federal government get its finances in order.

"We can't continue to operate on borrowed dollars," he said. "When you're \$35, \$36 trillion dollars in debt, that's a non-sustainable number. You may get to a point where you can't even pay the interest. And if that ever happens, obviously as a country, we're faced with bankruptcy. And that's a terrible thing."



Levacy said he doesn't think Trump can do much about inflation for the short term.

"But in the long term, absolutely," he said. "One of his approaches is that everything is affected by energy. Right now, oil has moved up to almost \$78 a barrel. That's a pretty high number. His idea is to increase supply and that's a very good thing. But it's not going to happen overnight. It may take a year for that to actually come to pass."

Levacy said the county jail could be used for temporary detention for any mass deportation efforts. But he said he doesn't see deportation as a major Fairfield County issue.

"What he needs to do is address those who are criminals," Levacy said. "Those who want to do harm to our citizens. Those people are the people that need to be targeted and moved back to their home country. One of the responsibilities of the government is to protect its citizens. And when you have those who are criminals, how are you going to protect them if you turn those folks loose?"

jbarron@gannett.com

740-681-4340

Twitter/X: @jeffrey_ba7142

January 17, 2025

Fairfield County
Attn: Commissioner Levacy
210 E. Main Street
Lancaster, OH 43130

Dear Commissioner Levacy,

Thank you for your continued contribution to the Fairfield 33 Development Alliance. The Alliance continues to spur growth throughout Fairfield County and your support has been a big part of that. With the continued growth in the Columbus Region and efforts from our economic development partners throughout the county, Fairfield County is poised for even greater growth in the future.

The Alliance set three goals in 2017 that it wanted to attain by 2027. We have already achieved two of those goals. Capital Investment has reached more than \$1 billion, well exceeding the goal of \$500 million. The average wage in Fairfield County has increased 59%, much higher than the 25% goal that was set. And while the job growth goals took a hit due to COVID-19, the county has still added 3,500 jobs in the past seven years. In the past year we've seen several businesses in the Canal Pointe Industrial Park grow their footprint size and expand their payroll. Violet Township saw the completion of a 755,000 square foot DHL distribution center. Pickerington continues its commitment to housing and has established itself as a medical hub, with Ortho One announcing a new medical facility in their community. In Lancaster, Cirba Solutions is embarking on a \$400 million capital investment for its battery recycling facilities that will serve the growing EV battery industry and numerous housing projects in various stages will help the affordable housing crisis.

The Alliance also helps fund workforce initiatives, including the Career Readiness Program and programs at the Fairfield County Workforce Center. The Fairfield County Workforce Center saw 81 students graduate from its pre-apprenticeship program last year. More than 50 of those students got full-time jobs in the industry in which they trained. Plus, the 2024-2025 school year has seen students from all eight school districts register for a program at the Workforce Center. There were also more than 200 local junior high school students attending summer camps in healthcare, construction, robotics, and Girl's STEM.

The Fairfield 33 Development Alliance continues to help fund Career Navigators, who work with students to find local careers. This school year, all eight school districts are participating in the program. In 2024, over 200 students participated in programming and training that is preparing them to move directly from high school graduation into jobs with our local employers.

Housing remains a priority for stakeholders to provide enough places for workers to live. Investments are being made by the County for roadway infrastructure improvements to prepare for future development. As we look ahead to next year, we will continue to market the Route 33 corridor and all of Fairfield County as a place to relocate or expand business. We will continue to work with local companies to help fill their job openings and we will work with our local economic development partners to make sure there are building sites available.

Your continued investment in these important initiatives is greatly appreciated, and we look forward to partnering with you for continued economic growth and successes of the region.

Sincerely,



Rick Szabrak
Executive Director



Kyle Heavrin
Chairperson

From: [Courtney Tiller](#)
To: [Contact Web](#)
Subject: [E] Eastern Cottontail
Date: Saturday, January 18, 2025 8:26:43 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sirs:

I live on Rader Rd which is about 1-1.5 miles from several of the proposed large scale solar. As a citizen of this country, I am requesting that you go to the OPSB meeting and oppose the Eastern Cottontail Solar Project. A small handful approve of the solar, those that are signed up for the project, but a greater majority oppose as you have seen the groups of people coming to the commissioner meetings. As those who are to represent the people, you're going to the OPSB meeting to speak out and oppose would be doing what you were elected to do.

A Concerned Citizen,
~Courtney Tiller
7356 Rader Rd., Pleasantville

From: [Sandi Wagner](#)
To: [Contact Web](#)
Subject: [E] Please OPPOSE Eastern Cottontail!
Date: Saturday, January 18, 2025 8:35:24 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I'm writing this to respectfully request your OPPOSITION to the Eastern Cottontail solar project.

My husband and I purchased nearly 5 acres of beautiful countryside in Walnut Township 20+ years ago. We built our forever home and are raising our family. We take great pride in our hard work and what we have. Our home, at 8680 Lake Rd NE, will be surrounded on 3 sides by this proposed project. Our dream of peaceful countryside will be ruined. Imagine waking up and drinking your coffee sitting outside watching the sunrise over the horizon, watching wildlife peacefully roam across fields and listening to the sounds of nature. Now imagine being surrounded by solar panels! The construction drop zone is slated to be right next to my home! I will not feel safe allowing my pet to go outside or my children to enjoy outdoors. Waterways will be disrupted, field tile will be significantly impacted making run off of water and mud to flow through my yard and potentially impacting my inground pool. These are just a few of the significant negative impacts this project will have.

Your decision about this project should NOT come from fear of litigation. Your decision about this project is about US! You represent the PEOPLE and we the people are speaking loudly about our concerns for our safety and most importantly, the preservation of precious farmland and wildlife that will be sacrificed if this project is approved. We need YOU to stand beside us to protect us and our land.

Please, we implore you, to OPPOSE this project.

You are invited to come to our home, sit on my porch or patio, enjoy the surroundings and then imagine what this project will do.

Please stand with us and oppose Eastern Cottontail.

Respectfully,
Sandi and Mike Wagner
And family

[Sent from Yahoo Mail for iPhone](#)

From: [kay arnold](#)
To: [Contact Web](#)
Subject: [E] OPPOSE Cottontail solar project
Date: Saturday, January 18, 2025 8:59:34 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi,
Please represent us well by opposing the Cottontail Solar project.
Respectfully,
Kay Arnold
Sent from my iPhone

From: [Greg & Jennifer Kull](#)
To: [Contact Web](#)
Subject: [E] Eastern Cottontail Solar Project
Date: Saturday, January 18, 2025 9:47:17 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning -

This email is to request you oppose the Eastern Cottontail Solar project that is threatening our home and property. Our farmland abuts this project and if this is put in place will ruin our family home and all of our families who live on Ruffner Rd including my new grandson who lives next door who we wanted to grow up in beautiful Fairfield County not next door to an industrial project.

Do the right thing and oppose this project. As a republican county we do not need these type of projects.

Thank you.
Greg and Jennifer Kull
8240 Ruffner Rd
Millersport
Dylan and Macey Kull
3280 Balt-Somerset Rd
Millersport

Sent from my iPhone

From: [Margaret Pimpo](#)
To: [Contact Web](#)
Subject: [E] Request to Commissioners
Date: Saturday, January 18, 2025 11:08:32 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Commissioners of our great Fairfield County,

My husband and I live within a 1 mile radius of the proposed Eastern Cottontail Solar Project, at 10134 Lake road NE.

We have a moderate portion of the little Walnut Creek on our property, we've been working with, and spending 10's of thousands of dollars with, the CAUV to restore our 100 acres to INDIGENOUS growth in our area, in hopes of pheasant, insects, bee and animal return to Ohio.

We oppose the project in regards to property rights, waterways impact, the flora and fauna impact (I was a botanist in college), and numerous other reasons.

We ask that you oppose this project as you address the OPSB.

Margaret and David Pimpo.
(619)865-8518

From: lkarshner@columbus.rr.com
To: [Contact Web](#)
Subject: [E] solar
Date: Saturday, January 18, 2025 10:36:50 AM
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We are asking our Board of Commissioners to represent us by OPPOSING Eastern Cottontail Solar project.

We live on Fairfield Beach and our family and friends live very close to this project. we do not want this project in our community . We do not need this . Most people working or retired and do not have the opportunity to fight this with working two or more jobs and have trusted you to have our backs. So please do what is right and stand by us. Linda Karshner

From: [Beth Smith](#)
To: [Contact Web](#)
Subject: [E] Solar projects
Date: Saturday, January 18, 2025 2:13:17 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please vote against the solar projects in Fairfield County.

We do not need these solar projects that destroy the local farm land. I live in Pickerington but grew up on a farm just south of Millersport on Bickel Church Rd. I also have a house in Millersport, on Bright St that we live in.

As a farm girl, one values the land and how we grow crops. Once these solar projects put posts in the ground 6 feet down, put tons of gravel on the land after they remove the valuable top soil, this land can never be used to grow crops ever again. It is a joke that they say that the land can be returned to the previous state. Not ever!!! I picked up many small stones over my youth so my dad could plow the fields and then plant the crops. The gravel that they will put on the soil is horrible!!!! The soil can never be used for farming ever again!!!

Why allow China or any outside country to use our land?!! Then allowed the power generated to go to the East Coast?!!

The panels are already outdated. What happens during a hail storm or tornados, panels are destroyed and won't be replaced!!

What happens if they catch fire, our firefighters can't fight this type of fire.

Please be conscious of our local farm land and farmers!!!! It is their job to produce crops and in turn feed their families and your family. This is how they work and generate income.

Please stand up for your people in your county!!!

Thanks for your time.

Beth Smith
614-570-0276
Lbs3065@yahoo.com
12068 Bright St, Millersport
12595 Saratoga Ln, Pickerington

Sent from my iPhone

From: [Beth Smith](#)
To: [Contact Web](#)
Subject: [E] Re: Solar projects
Date: Saturday, January 18, 2025 3:01:06 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As in my previous email, I was referring to the Eastern Cottontail Solar Projects.

Please vote no to these Solar panels projects, like the Eastern Cottontail Solar Projects.

Thank you for your time

Beth Smith
614-570-0276
12068 Bright St, Millersport
12595 Saratoga Ln, Pickerington

Sent from my iPhone

> On Jan 18, 2025, at 2:12 PM, Beth Smith <lbs3065@icloud.com> wrote:
>
> Please vote against the solar projects in Fairfield County.
> We do not need these solar projects that destroy the local farm land. I live in Pickerington but grew up on a farm just south of Millersport on
> Bickel Church Rd. I also have a house in Millersport, on Bright St that we live in.
>
> As a farm girl, one values the land and how we grow crops. Once these solar projects put posts in the ground 6 feet down, put tons of gravel on the land after they remove the valuable top soil, this land can never be used to grow crops ever again. It is a joke that they says that the land can be returned to the previous state. Not ever!!!
> I picked up many small stones over my youth so my dad could plow the fields and then plenty the crops. The gravel that they will put on the soil is horrible !!!! The soil can never be used for farming ever again!!!
>
> Why allow China or any outside country to use our land??!! Then allowed the power generated to go to the East Coast??!!
>
> The panels are already outdated. What happens during a hail storm or tornados, panels are destroyed and won't be replaced!!
> What happens if they catch fire, our firefighters can't fight this type of fire.
>
> Please be conscious of our local farm land and farmers!!!! It is their job to produce crops and in turn feed their families and your family. This is how they work and generate income.
>
> Please stand up for your people in your county!!!
>
> Thanks for your time.
>
> Beth Smith
> 614-570-0276
> Lbs3065@yahoo.com
> 12068 Bright St, Millersport

From: [Patty Zollinger](#)
To: [Contact Web](#)
Subject: [E] Eastern Cottontail Solar
Date: Saturday, January 18, 2025 5:09:31 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My husband and I live in the middle of approximately 300 acres of productive, beautiful farmland in Millersport. The nearest solar project is approximately 2 miles from us. We need your support in keeping out these vast fields of solar panels that will be detrimental not only to the soil they are on, but to surrounding property. There are better areas for solar panels than on productive farmland.

Thank you,
David and Patty Zollinger

[Yahoo Mail: Search, Organize, Conquer](#)

From: [T. M.](#)
To: [Contact Web](#)
Subject: [E] Eastern Cottontail Solar - Case Number 24-0495-EL-BGN
Date: Saturday, January 18, 2025 8:27:14 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Fairfield County Commissioners:

We are writing to you to express our adamant opposition to the proposed Eastern Cottontail Solar project. To be honest, we don't understand why you have yet to write a statement in opposition to this project. So many of your constituents have sent you letters, emails, spoken to you personally, gone to your meetings and spoken in opposition to this project. Do you not see the huge number of signs that are in our yards saying "No to Industrial Solar?" From information that we have received from Citizens for Fairfields, we know you are aware of the number of other community leaders who have taken a stand and written in opposition to the project.

We have even sent you a previous letter discussing what legacy are you wanting to leave as a Commissioner. If this project is approved by the OPSB, do you really want to be known as the Commissioners who did not support the opposition, and therefore could be considered responsible for the significant environmental degradation this project would cause, and the loss of thousands of acres of farmland (much of which is classified as prime farm ground), and the thousands of residents in the area who will be negatively impacted by the flooding, soil erosion, the leaching of toxic chemicals into the soil, ground water, and run off from the fields, and the crushing devaluation of our property values. Is that what you want to be known for?

The reality is that we consider this industrial solar plan to be evil. And to share a quote that is often attributed to Dietrich Bonhoeffer, "Evil thrives when good men [or women] do nothing." Will you continue to do nothing to prevent this scourge in our rural community? Is that going to be your legacy?

We beseech you to immediately write a letter to the OPSB and ask them to deny the Eastern Cottontail Solar application. Your community members are depending on your support of opposing this project.

Thank you for your attention to this matter. Best regards,
Mike and Tina Milenovic 4292 Canal Road, Pleasantville

From: [Julie Stought](#)
To: [Contact Web](#)
Subject: [E] Request to oppose the Eastern Cottontail Solar Project
Date: Monday, January 20, 2025 9:10:38 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Fairfield Co Commissioners,

As long time Fairfield Co residents, we are asking for your support.

The help needed now is in listening to the majority of your supporters that elected you, and by representing the residents of Fairfield county in opposition of the proposed Eastern Cottontail Solar Project.

Ourselves and many of our friends and family live near the proposed sites in Fairfield Co. The concerns are heartfelt and very reasonable and deserve attention.

We are asking for our elected officials to do what is in the best interests of our county residents, by opposing the Eastern Cottontail Solar Project.

Thank you for your time,

Julie Stought
6785 Thoreau Ln NE, Baltimore, OH 43105

From: [Alison Barrick](#)
To: [Contact Web](#)
Cc: aisionbarrick@gmail.com
Subject: [E] Oppose Eastern Cottontail
Date: Sunday, January 19, 2025 8:52:55 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sirs:

It is imperative for you to write a letter opposing the Eastern Cottontail project. Your silence is agreement. The ad hoc member in this case may pick another representative and all of you stand with the people. There are too many people in the immediate area put at risk and imposed upon.

I heard you say you can't because you will be sued?

Who is able to sue you?

Wouldn't you have to be in a legal agreement with some entity or person and break that agreement to be sued?

Wouldn't that be a matter of public record?

Please let me know why you think you will be sued and from who?

Thank you and please change your minds and support the people of Walnut Township. This is ripping our community apart.

The companies or entities that need power have the resources to find that power in many other ways without harming a community.

NOT ON OUR BACKS PLEASE

Thank you in advance for having the courage to stand against the pressures of position.

Leadership courage. We will be praying for you all.

Please again, tell me why you would get sued?

Sent from my iPhone



BENNETT

LAW & MEDIATION SERVICES



A LIMITED LIABILITY COMPANY

Brittany E. Bennett
Andrew T. Bennett

333 MARGIE DRIVE
WARNER ROBINS, GEORGIA 31088

Wm. Riley Glover
Michael B. Cauley

Main Office: 478-328-8316
atb@bennettlawga.com

Facsimile: 478-333-2382
Direct Line: (478)-328-8316

Andrew T. Bennett
January 20, 2025
Via Electronic Mail

TO:

Ohio Power Siting Board
180 E. Broad St. Columbus, OH 43215 Phone: (866) 270-6772
opsb.ohio.gov
contactOPSB@puco.ohio.gov

The Honorable Troy Balderson
2429 Rayburn House Office Building Washington, DC 20515-3512
balderson.house.gov/contact

District 20 Senator Tim Schaffer Senate Building
1 Capital Square 1st Floor 137
Columbus, OH 43215
<https://ohiosenate.gov/members/tim-schaffer/contact>

House District 73 Representative Jeff LaRe
77 S. High Street, Floor 13
Columbus, OH 43215
<https://ohiohouse.gov/members/jeff-lare/contact>

Steve Davis, Jeff Fix, David Levacy
210 E. Main St., Room 301 Lancaster, OH. 43130
contact@fairfieldcountyohio.gov

Bill Yates, Terry Horn, Doug Leith 11420 Millersport Road NE Millersport, OH. 43046
www.walnuttownship.com
contact@fairfieldcountyohio.gov

RE: Case #24-0495-EL-BGN

Good evening,

I am writing to express my opposition to the Eastern Cottontail Solar Project in Fairfield County/Walnut Township. At the outset of this letter I wanted to ensure each of you knew that this letter comes from a deeply personal place, as the land slated for this development holds immense significance

to my family and myself. I hope my words convey the irreplaceable value of this land and the profound impact this project would have on our lives and our familial history.

My childhood was deeply intertwined with this land. It was more than just a backdrop to my upbringing—it was a teacher, a playground, and a sanctuary. I spent countless days exploring its rolling fields, climbing its trees, and marveling at its natural beauty. This land shaped my understanding of the world and instilled in me a respect for nature's delicate balance. Each stone, tree, and blade of grass holds a memory, a fragment of the life my family and I built together. I ran through the corn fields in the dead of winter training as a wrestler for Fairfield Union, I hunted and trapped my parents' land. This land, and the field across the road from my parents' home shaped me into who I am today.

My parents continue to reside on our familial property, which borders or encompasses the area designated for this project. For them, this land represents decades of hard work, love, and stewardship. I recall working the land with acres of gardening and the subsequent canning process that followed. It is a skillset that should and must be passed on to future generations of Americans. They have cultivated not just a home but a legacy—one that they hoped to pass down to future generations, in spite of the fact that I have moved to another state, my heart and home will always reside at 4160 Baltimore Somerset Rd. N.E. Pleasantville, Ohio. The proposed solar project threatens to alter this cherished landscape irreversibly, stripping it of its identity and severing its connection to our family's history, and very candidly my childhood, notwithstanding the incredibly invasive and destructive impact solar farms have on the environment.

As an educated Fairfield County man and I understand the importance of renewable energy and the benefits it can bring to our society, I believe there must be a balance between progress and preservation. There are alternative locations and methods to achieve sustainable energy goals without sacrificing land that holds such profound meaning to those who call it home. This land is not just a space to us; it is a living testament to the values and memories that have defined generations of my family and so many others I have come to know as friends.

The development of this project would not only disrupt the physical environment but also inflict emotional and psychological strain on my parents and our family as a whole. Witnessing the transformation of the place they hold most dear into something unrecognizable would be heartbreaking. The connection to this land is something words can scarcely capture; it is a bond that has been nurtured over decades and cannot simply be relocated or replaced.

I urge you to reconsider the location of this solar project and explore alternatives that do not come at such a high cost to local families and their heritage. These are the things that matter. Progress should not come at the expense of the people and places that ground us, inspire us, and remind us of who we are.

Thank you for taking the time to consider my perspective. I am more than willing to discuss this matter further or provide additional insight into the personal and community impacts of this project. I know it well, as it was where I learned everything that I know.

To the County Commissioners, I will say this, we had a similar project in my home county in Georgia, the response from our commissioners can be found [here](https://vimeo.com/1000950093?share=copy).¹ I beseech you to do your job and

¹ <https://vimeo.com/1000950093?share=copy>

protect your constituents. As a native of Ohio, more specifically, Fairfield County, I am deeply disturbed at what I have seen occur, and the emotional impact it has had on my Mother, and the rest of my family. You receive compensation to protect those you serve. Given the path the Commission has travelled to date I have significant concern that the financial entanglements with this project, personally and otherwise, have greatly impacted the ability of this Commission to actually do its job for those who elected you.

I trust that your decision will reflect an understanding of the importance of preserving the places that matter most as well as protecting the people who reside there. Any purported *fear of litigation* should not govern your principles in the face of such significant opposition from your constituents.

/s/ Andrew T. Bennett, Esq.

Andrew T. Bennett
Ga. Bar No. 757570

Bennett Law & Mediation Services LLC
333 Margie Drive, Suite C
Warner Robins, GA 31088
Phone: (478) 328-8316
Fax: (478) 333-2382

From: [Jamison & Ginny Taylor](#)
To: [Contact Web](#)
Subject: [E] Opposing Eastern Cottontail Solar Project
Date: Tuesday, January 21, 2025 11:23:54 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Board of Commissioners,

I am urging you to oppose the Eastern Cottontail solar project. My family lives on New Salem Rd. just north of the fields that will be affected by this project. We travel to Lancaster on route 188 multiple times a week. This will not be an improvement of our area by any stretch; it will be an eye sore and take away the beautiful farmland. Please represent the citizens and oppose the Eastern Cottontail project.

Thank you for your time,
Jamison and Virginia Taylor

From: [Terrie Longhenry](#)
To: [Contact Web](#)
Cc: [Terrie Longhenry](#)
Subject: [E] Eastern Cottontail Solar - Case Number 24-0495-EL-BGN
Date: Saturday, January 25, 2025 6:41:01 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To all that it concerns,

I am and have been a resident of Walnut Township, Fairfield County, Ohio for 30 years and my parents before me. My husband and I moved out of Etna/Pataskala area in Licking County because they turned our backyard into a distribution center. If we wanted to live in an industrial area we would have remained in Etna. Fairfield County is a beautiful place to build a home and raise a family. My home is within one-half mile of the proposed Eastern Cottontail Solar project. I am asking you to deny this project. My concerns are well contamination, fire risk that our surrounding volunteer fire departments will be unable to handle, flooding from uncontrolled runoff, property devalued because people will not want build or live in this area, noise pollution, eyesore from miles of fencing and panels, wildlife will lose their habitat. Myself and my neighbors are asking you to please DENY this project to be able to continue to live in this beautiful county.

Thank you,
Terrie L Longhenry
8240 Lake Rd NE
Millersport, Ohio 43046

[Sent from Yahoo Mail for iPad](#)

[Sent from Yahoo Mail for iPad](#)

[Sent from Yahoo Mail for iPad](#)

[Sent from Yahoo Mail for iPad](#)

[Sent from Yahoo Mail for iPad](#)



What's new...

January 2025





If you can't fly, then run. If you can't run, then walk. If you can't walk, then crawl, but whatever you do, keep moving forward.

-Martin Luther King, Jr.

A Word About



Modernization

- Integrated System
- Real-time Data, Secure and Accurate
- Centralized Database
- Scalability
- Improved Collaboration
- Cost Efficiency, Examining Processes
- Stakeholder Theory





Courtney Martin
Fairfield County Transit



Ginger Caito
Fairfield County Park District

- **DOC Link** is the solution to support taxing authorities and political subdivisions with Budget Commission & settlements processes.
- We are implementing a custom web application with workflows for 60+ political subdivisions.
- The ARPA cost is \$48,000, with ongoing hosting costs of just over \$5K. The Budget Commission transcriptions budget was formerly \$26K.

Strategic
Theme:
Using
Technology to
Improve
Services

- **DocLink** is a secured web-based platform providing internal & external stakeholders with improved efficiency to manage, provide, and access data.

DocLink

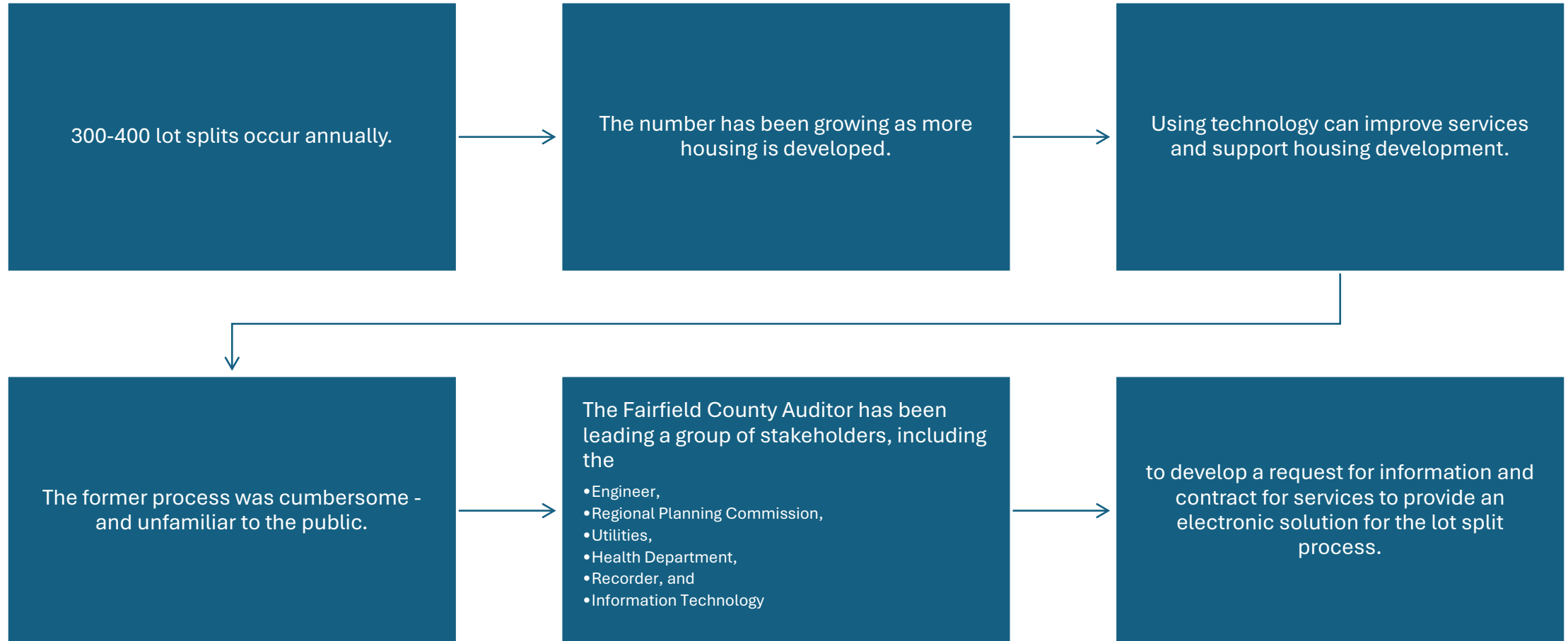
Resources & Processes

- Budget Commission Submissions, Document Management
- Bonds, Levy & Special Assessment Requests
- Distribution of Resources for Multiple Settlements
- Training Guidance
 - Auditor of State training materials
 - Ohio Revised Code relevant sections
- A Document Library
 - Tax FAQs
 - Resolution Templates
- Requests/Access
- Networking Links
 - List of contacts by authority
 - Web page links for other county offices
- A Calendar of Events



Strategic Theme:

Using Technology to Improve Services for Lot Splits



Lot Split Application



This lot split process involves multiple agencies and is sometimes conducted by a resident only one time in their life.



It can be complex, and the goal is to improve efficiency for all.



Ease of use, affordability, and sustainability were requirements for the solution.



The costs are fully covered by the REA Fund.

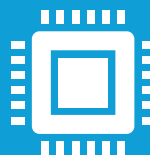
Lot Split Application



The cost of the services total \$65,000 which includes a full second application yet to be determined.



We negotiated the second application at the same time knowing that there are already other REA related applications envisioned.



There are no ongoing hosting costs associated with this application.

A Word About EAT

- Enterprise Assessment & Tax
- Sexennial Update in 2025

- Geographical Information Systems
 - Essential services for Mapping and REA
 - Meets contractual requirements for ***Law Enforcement System/911 Needs***
 - Supports ***Transit and multiple departments, creates unique maps (daycare locations)***
- Labor Shortage of Technical Skills
- Solution: *Interning the Workforce*

Strategic
Theme:
*Interning the
Workforce*

Strategic Theme: Using Artificial Intelligence

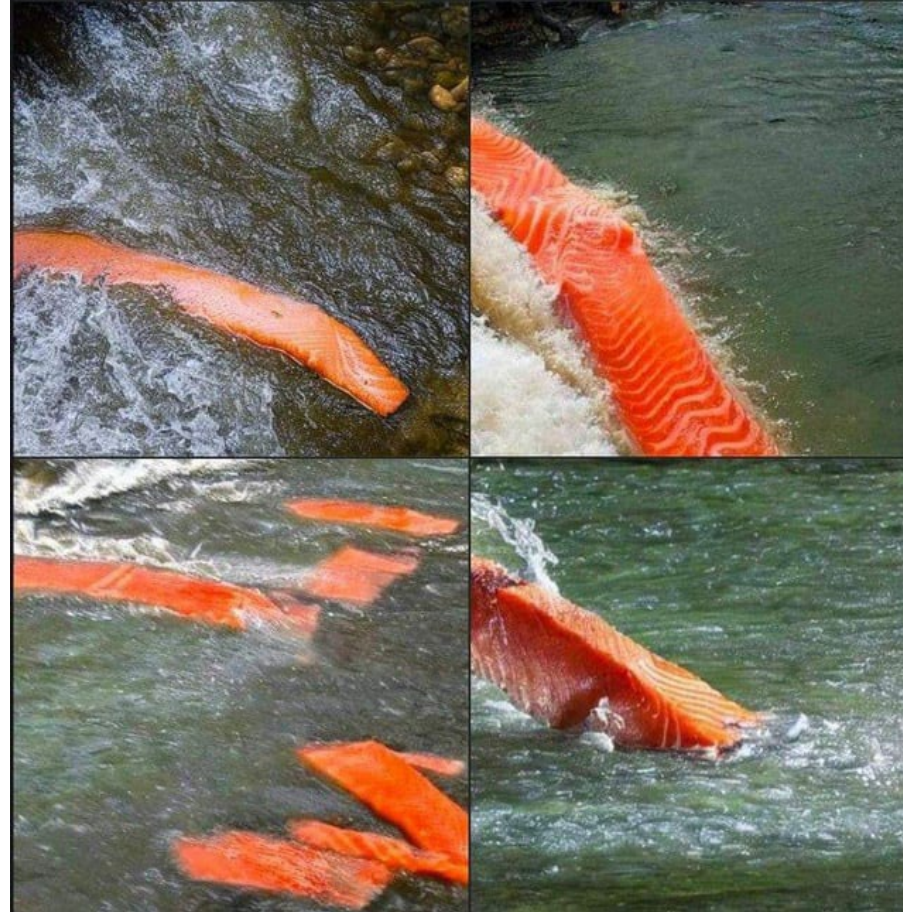
Brainstorming and Improving
Organizational Knowledge

A Tool to Support Employees

Hotel/Motel Lodging Tax
Collections

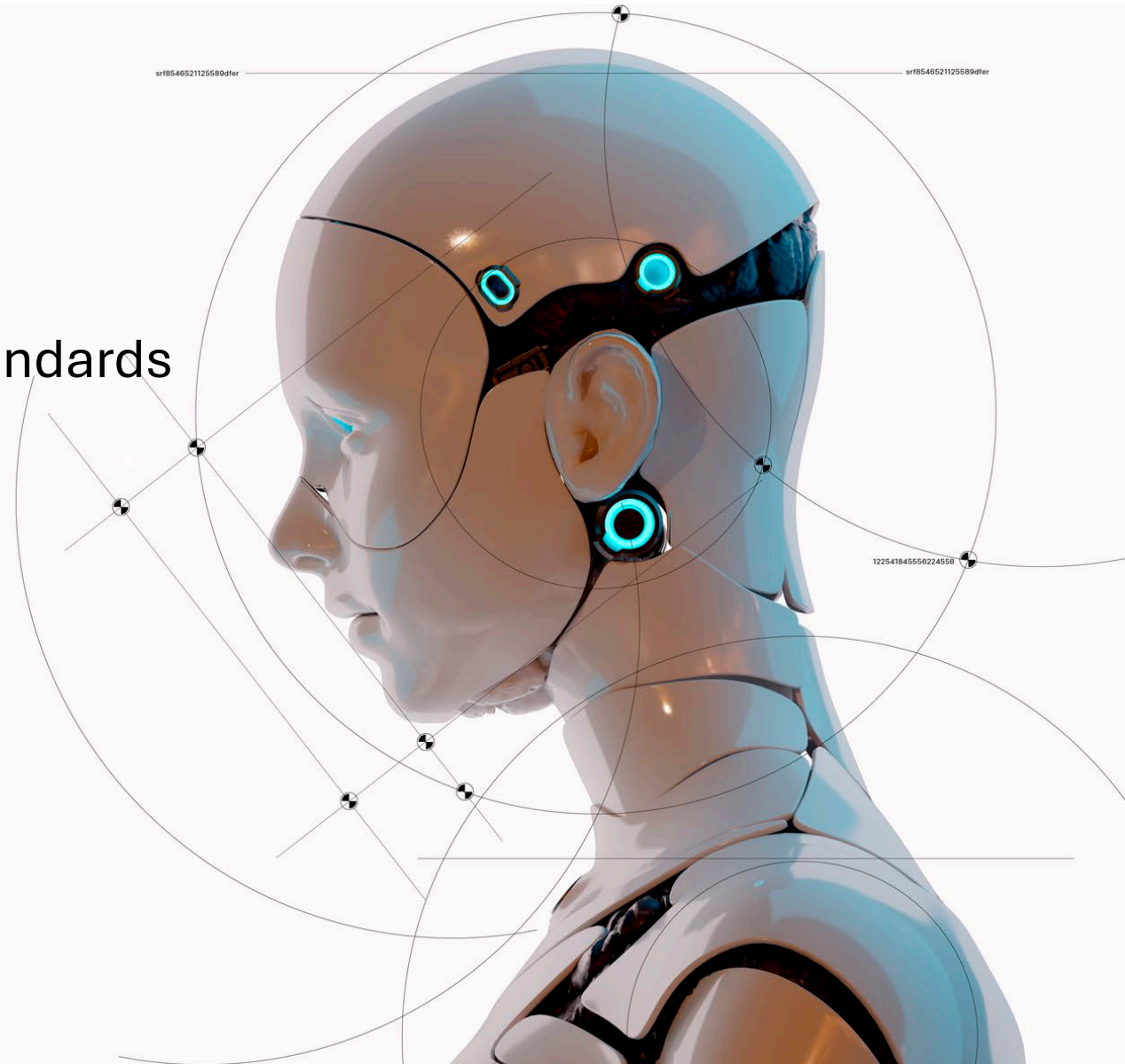
REA – New Construction

Create a picture of salmon in a river...



AI Policy – key elements

- Commitment to Ethical AI Use
- Security Integration
- Risk Assessment and Mitigation
- Compliance with Legal and Regulatory Standards
- AI Governance Framework
- Continuous Monitoring
- Employee Training and Awareness
- Collaboration with Stakeholders
- AI Transparency and Explainability
- Rapid Response and Recovery Plan



Strategic
Theme:
*Financial
Stewardship*

Making Numbers
Count

Financial Leadership
Academy

Leadership Training
and Examples

actions for the benefit of the *general* *fund,* *financial* *stewardship*

Lot Split application paid solely by the REA fund, benefitting multiple departments and the public; ERP Costs managed with net savings to the general fund

MCJDC reimbursement and cost reductions – Auditor is the CFO (Actual revenue to the general fund – no increase in appropriations)

Since 2021, reduction of 1.5 positions on the table of organization; 2.5 positions were held vacant for three plus years

In 2025, the reduction will be 1.5 positions based on a GIS need, paid by REA alone

Acquired four rounds of Tech Cred grants – did not increase appropriations and provided reimbursements – *rare opportunity*

Monitoring legislation & recommendations

- Homestead improvements
- OOC clean up activities and potential improvements
- 85% vs. 90% of market valuation
- Using averages
- Additional discussions about property tax reform
- Virtual options, notaries and meetings

New Public Value




Innovation + Efficient Execution

- Technology - new services: conveyance, legal descriptions, address changes, lot splits, DocLink
- Customer Service & Governance
- Collaboration (Budget Commission)
- Sustainability & Financial Stewardship
- Knowledge Transfers & Job Shadowing
- Model procedures, statewide manual (Board of Revision)
- ***Structure + Creativity***
= Innovation

Employee Development

- Honoring all generations and what they contribute
- Training and coaching – technical certifications
- Supervisory support
- One-on-one meetings
- Community engagement
- Project management
- Stakeholder theory
- Servant leadership



An illustration showing five business professionals (three men and two women) in business attire climbing a dark blue mountain peak. They are holding hands in a line, ascending the slope. The person at the very top of the peak is a man in a suit, holding a red flag on a black pole. The background features a light blue sky with three white clouds and distant, hazy blue mountains. The overall style is clean and modern.

Leaders don't create followers;
they create more leaders.

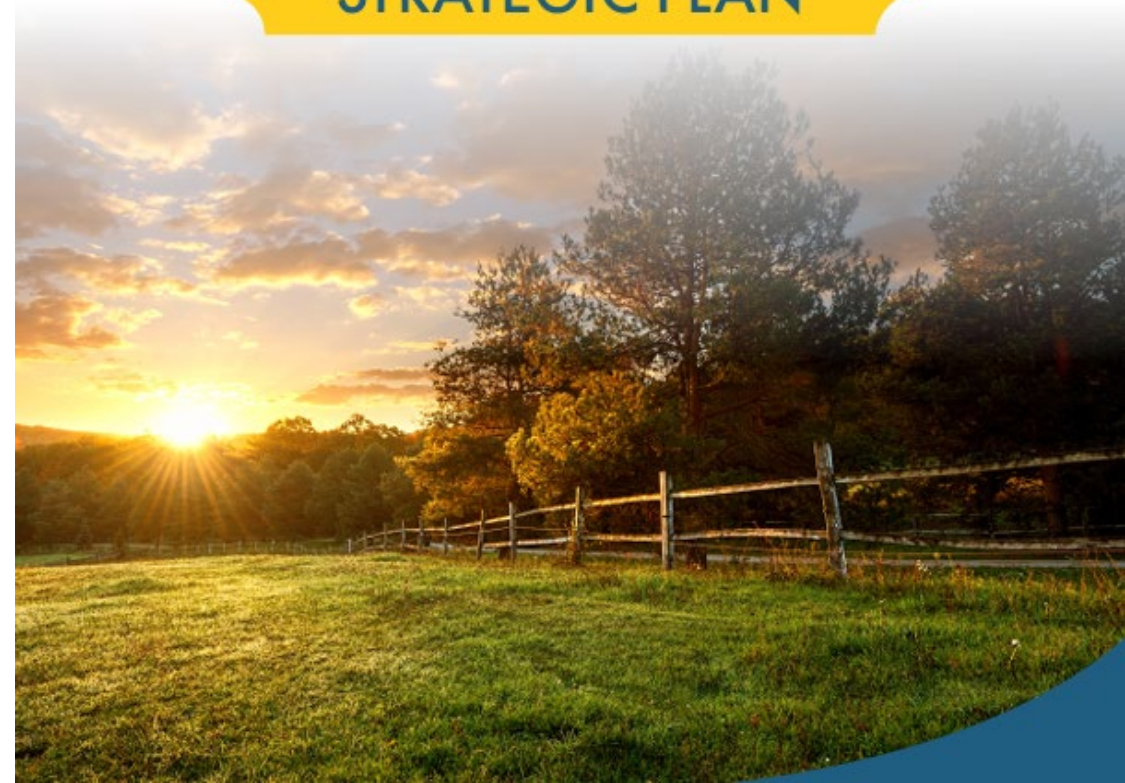
~Tom Peters

Packet Contents

- Strategic Plan 2025-2030
- DocLink Summary
- Organizational Chart
- Summary about Property Tax Reduction Programs
- Code of Ethical Conduct
- CAUV Fact Sheet
- Then and Now Statistics (housing note)
- Reappraisal Fact Sheet
- Generations Fact Sheet
- Interning the Workforce Fact Sheet



2025-2030
STRATEGIC PLAN



Questions?

Carri L. Brown, PhD, MBA, CGFM

County Auditor

(740) 652-7096

(740) 777- 8552 (cell)

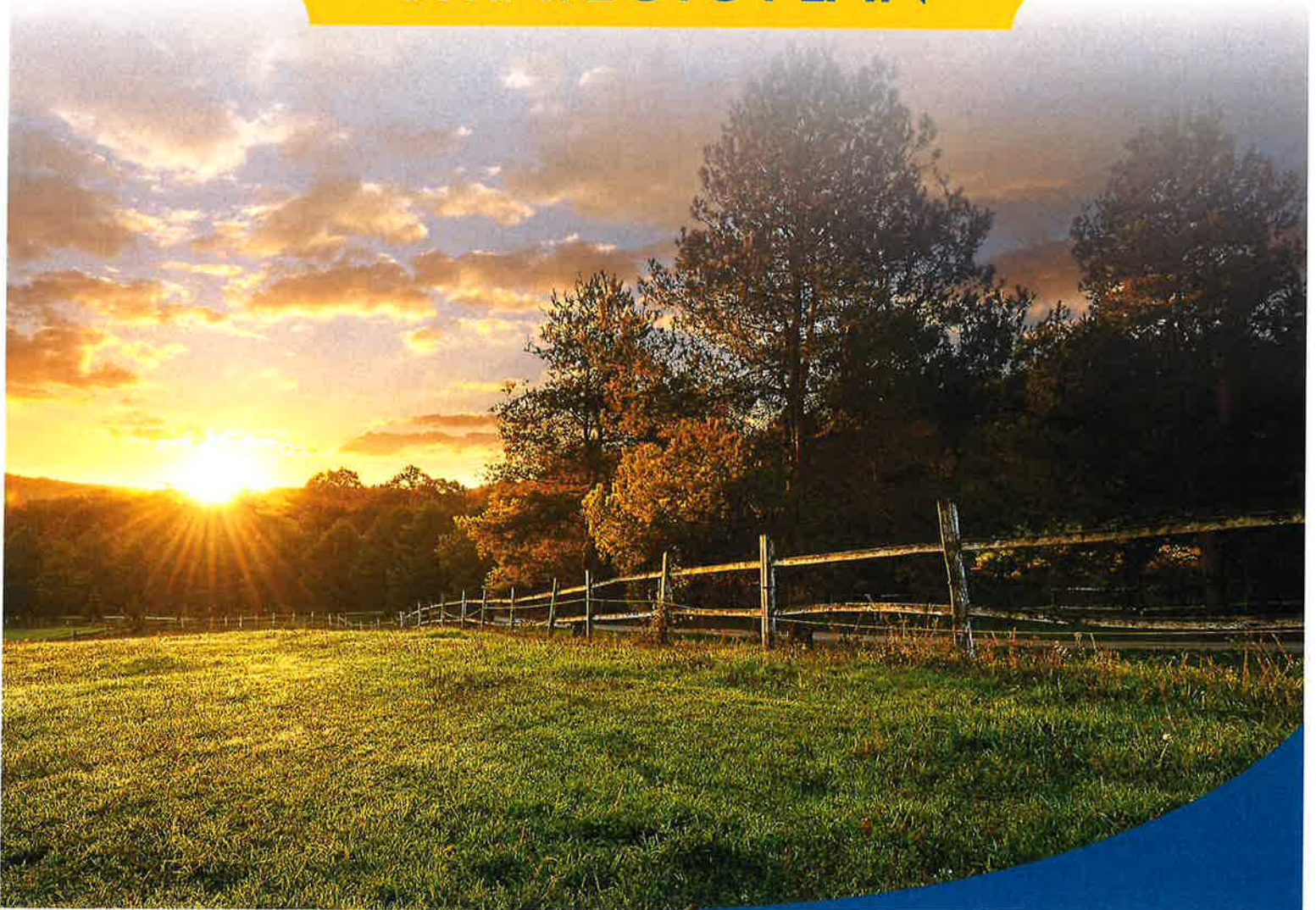
carri.brown@fairfieldcountyohio.gov



FAIRFIELD
COUNTY • OHIO
AUDITOR

2025-2030

STRATEGIC PLAN





FAIRFIELD
COUNTY • OHIO
AUDITOR

**2025-2030 STRATEGIC PLAN
STRATEGIC THEMES**

Provide Supervisory Support
& COACHING OPPORTUNITIES FOR TEAM MEMBERS



UPDATE FINANCIAL AND REA PROCESSES TO
Add Value

FOCUS ON STRENGTHS AND
Customer Service



Improve Communication
AND OUTREACH

Improve Use of Technology
AND RECORDS MANAGEMENT PROCESSES





SERVE • CONNECT • PROTECT

Table of Contents

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Introduction to the Strategic Plan

This introductory section of the Strategic Plan includes a summary about strategic planning, the mission of Fairfield County Auditor's Office, and strengths, weaknesses, opportunities, and threats.

What is Strategic Planning?

Strategic planning is an organizational management activity that is used to:

- set priorities,
- focus energy and resources,
- strengthen operations,
- ensure employees and stakeholders are working toward common goals,
- establish agreement around intended outcomes and results, and
- assess and adjust the organization's direction in response to a changing environment.

We believe that strategic planning is a worthy, disciplined effort that produces fundamental decisions and actions to shape and guide our organization, who we are, who we serve, what we do, and why we do it – all with a focus on the future. It is an activity that is both prescribed and organic.

A strategic plan is a document used to communicate goals and objectives typically for a mid-term period of five years. It is a living document and is expected to be updated and reviewed regularly. The strategic planning process allows an organization to gaze beyond a budget horizon, and it allows leaders to consider current issues in the context of the relatively near future; to anticipate challenges ahead; and to decide on how to deal with challenges.

Rather than a process apart from everyday functions of the organization, the mid-range nature of strategic planning allows the organization to bring alignment within a set of goals. This plan is through 2030. It was first documented in 2022 and is updated regularly.

A strategic plan is a flexible, living document that should be adapted to internal and external changes inherent in a complex environment with multiple stakeholders and demands. A strategic plan is a helpful tool for the organization to reach its *vision*. The vision is to secure, attractive residential and commercial neighborhoods where people unite to form a caring, learning, participating, sustainable community where each person is important.

Why do we exist? We provide essential financial reporting and data management services to improve accountability, trustworthiness, and credibility in the private and public sectors.

Mission of the Fairfield County Auditor's Office

The mission of the County Auditor's Office is to perform statutory duties of the County Auditor with excellence, integrity, and innovation while embracing outstanding internal and external customer service to continuously improve county government.

We serve.connect.protect as part of Fairfield County's identity, and our brand is excellence.

We work to ensure high quality services at exceptional value to taxpayers. We foster economic and financial sustainability, and we enhance the county's reputation as a high-performing, learning, and caring organization. Team mission statements are aligned with the overall mission.

Values

- accountability
- accessibility *for all*
- adaptability / flexibility / change management
- subject matter expertise
- kindness - courtesy
- empathy
- consistency
- compliance
- attention to detail
- capability
- collaboration
- continuous improvement
- customer-focus
- efficiency
- effectiveness
- ethical actions
- excellence
- expertise
- fairness
- high-performance
- innovation
- servant leadership
- ownership of process or service
- responsiveness
- quality
- service orientation – positive customer experience
- transparency
- respect, civility
- work-life balance
- strategic
- personal service – grass roots orientation
- empowerment

We value professionalism (taking pride in our work, communicating effectively, projecting positivity, respecting one another in the workplace, delivering service at the highest standards, and maintaining a strong, skilled organizational knowledge base). We value the delivery of cost-effective services (keeping costs down for taxpayers), as well as honoring tradition and history of Fairfield County. Teamwork, collaboration, cooperation, and acknowledging the ideas of others are commonly noted values. Customer service, accountability, and integrity are strong core values, as well. For example, there are standards for customer services responses.

We have discussed the importance of organization health and understanding our **intention** (we want to bolster a brand of excellence); our **attention** (attention is the currency of our leadership, and we will pay attention to what matters most); and our **attitude** (we have a growth mindset and embrace positive communications).

SWOT Analysis for Insight to a Strategic Plan

Prior to the annual retreats, employees participated in a SWOT analysis. The analysis is an ongoing effort. During the retreats, the SWOT analysis was updated. SWOT stands for:

- **S** - Strengths
- **W** - Weaknesses
- **O** - Opportunities
- **T** - Threats

A SWOT analysis helps to create an ultimate to-do list, and it forces you to think about the future. A SWOT analysis lists good and bad things, both from an internal and external viewpoint.

<i>SWOT Factors</i>	<i>Positive</i>	<i>Negative</i>
Internal	Strengths	Weaknesses
External	Opportunities	Threats

Strengths and weaknesses are internal factors, while opportunities and threats are external factors. Strengths and weaknesses mostly focus on the present, while opportunities and threats mostly focus on the future. A SWOT analysis was part of interviews of employees and within multiple meetings of the full staff. Employees were requested to think about the Auditor's Office and to think of the entirety of county government. With a SWOT analysis, there are no wrong answers. The expertise and experience of the employees were trusted, and their perspectives were valued.

Summary of SWOT Analysis	
Strengths <ul style="list-style-type: none">• County partnerships• Understanding and use of stakeholder theory• Positive communication• Technical knowledge & competencies• Dedicated leadership• Passionate team members• Purpose-filled work• Connections with county human infrastructure• Structure that brings the ability to tackle problems with multiple partners• Employees who want to make a difference• Outcomes of work are positive, visible, and measurable• Positive relationships with other sectors and multiple entities• Good reputation - with results• Successful audits• GIS technology• Physical space is exceptional• Employees have knowledge of processes and requirements• Strong leadership• Training opportunities• Organizational health, civility• Good organizational structure for problem solving• Updated processes and technological tools• Strong ERP and EAT systems with good staff connections and interfaces and work groups• Knowledgeable and independent weights and measures inspectors	Weaknesses <ul style="list-style-type: none">• Technology & processes need improved in an ongoing way• Services are not as well known in the community as they could be• Financial officers are ready for additional training and understanding – some departments need support more than others• Formal processes can be improved• Employees feel an increasing amount of stress• There are market pressures that are burdensome to some property owners, adding complexity to required communications about property taxes• Long-term planning requires succession planning and there needs to be more thinking about this topic

Opportunities	Threats
<ul style="list-style-type: none">• Potential to engage other entities in strategic reviews; potential to engage more associations and legislators• Growing county offers stability as well as pressures for more services• Relatively stable economy with a healthy financial position of the county• Ongoing reviews of processes will allow for improvements and new technologies, such as with DocLink and the lot split application• Improvements in communications and continued increased use of social media platforms• Additional training is welcome - internally and externally; requirements for training of risk management and fraud, ethics, and unlawful harassment have been met with positivity• Communication of BOR processes and leadership on a statewide basis to help with understanding about BOR processes• Updates for manuals and desk aids, especially for activities within settlements and administration• New property tax exemption opportunities for pre-residential properties	<ul style="list-style-type: none">• Uncertainty in the economy, especially mid-long term• Increasing costs of technology and supply chain disruptions• Increasing costs of critical contracted services related to technology• Cybersecurity threats• Public misinformation and misunderstandings, particularly about BOR or appraisal processes• Public discontent about increases in valuations arising from market activity (with no current legislative changes in place at the state level to ease the burden of property taxes)• Labor shortage (internal and external aspects)• Exponentially increasing need for new technological competencies• Complexities of artificial intelligence initiatives• Increased fraud in all sectors

Additional Observations

We want to continue to reward customer service skills (return phone calls within one day; return emails within one day, return correspondence within five days) to increase service orientation and support employees' sense of urgency.

We have ***aligned position descriptions with priorities***. We will continue to provide training for leaders and for all employees, ***especially leadership training***.

Recruitment, retention, and recognition activities are meaningful. Supervisors will continue to develop ***coaching and mentoring opportunities***.

We will ***continue to seek input and feedback*** from our stakeholders.

Appraisal Updates

The Fairfield County Auditor's Office completed a ***triennial update*** in 2022. This update was a review of valid sales that occurred over the prior three years. The state issued a recommendation based on the relationship between value and sales price. The County Auditor issued its analysis. By reviewing sales and market trends, property values were adjusted incrementally creating a more predictable tax base (and a less shocking change at the sexennial update). Adjustments always vary between neighborhoods as they are based on market conditions.

The Fairfield County Auditor's Office will perform a county wide reappraisal in 2025. This is known as a ***sexennial update***. This reappraisal involves physically viewing all properties and updating the value attributes, such as size, condition, construction quality, desirability, and overall utility. Along with physically reviewing properties, appraisers will conduct a thorough review of the prior three years of sales including neighborhood analyses. Market trends provide the framework for updated appraisals. Adjustments vary between neighborhoods based on market conditions.

The Board of Revision process has continued to improve, and there are opportunities to improve communication and understanding of the ***appraisal and review process***. Legislation impacts the BOR processes (as well as other processes). The rules and regulations have been updated for the BOR reorganizational meeting in 2025.

Communications

For external communications, we have:

- Created fact sheets for mailings, newsletters, media releases, and other distribution; many of these fact sheets have been replicated for statewide use
- Created video presentations
- Added more information to the “postcards” about reappraisals
- ***Improved the use of social media***
- Conducted presentations for the Bar, Realtors, and Elected Officials
- Conducted a record number of informal reviews
- Engaged professional services for search engine optimization and social media marketing
- Created videos about how the values effect taxes that are assessed

For internal communications, we have:

- Focused on ***payroll coordination*** and improvements unique for each department, developing new codes and processes as needed
- Increased integration with departments, including ERP and EAT ***workgroups*** that engage stakeholders
- Engaged ***townships, municipalities and school districts*** as needed to be of support to one another
- Improved tax incentive review ***council*** documentation
- Improved efficiency of Budget Commission operations

We want to continue these communication efforts. We have a rapid response plan and a communications strategic plan, as well.

Strategic Themes

During the annual retreat, we examine the strategic plan and asked:

1. Do the themes make sense?
2. Is there a theme missing in this initial analysis?
3. Do the action steps relate to the themes?
4. What action steps should be added?

In addition, the team asked significant questions:

- What can we do together to improve our organizational culture and organizational health?
- How do we continue to live out our values?
- ***How do our discussions on ethical and inclusive leadership connect to your personal WHY?***

It is expected that there will be ongoing updates to the action steps, with leaders and small groups developing goals. The team evaluates aspirations and outcomes or results on a weekly basis. The strategic themes evolving from the process were:

Strategic Themes

- 1. Provide Supervisory Support & Coaching Opportunities for Team Members**
- 2. Update Financial and REA Processes to Add Value**
- 3. Focus on Strengths & Customer Service**
- 4. Improve Communication and Outreach**
- 5. Improve Use of Technology and Records Management Processes**

Updates to the Strategic Plan

The Auditor's Office is dedicated to obtaining additional input and feedback. The strategic plan and its themes were initially discussed in public meeting in January 2022 and have been updated regularly, as well. There are regular updates during public meetings. The strategic plan is a working document that is *posted on the County Auditor's website and within social media.*

Strategic Plan for the County Auditor's Office
2025-2030
Updated Regularly; Last Updated January 18, 2025

STRATEGIC THEME Provide Supervisory Support & Coaching Opportunities for Team			
CHAMPION: Carri Brown WORK GROUP MEMBERS: Supervisors and Managers TARGETED OUTCOMES: Productivity, Team Cohesiveness, Mission Clarity, Employee Retention, Improved Support Systems; Improved Organizational Health			
Action Step(s)	Task Review/Dates	Assigned to	Results
Update the position descriptions and table of organization, ensuring proper alignment with goals, systems, and use of funds.	Table of Organization is updated; position descriptions are current; individual and team goals are in place annually.	Carri Brown	By December 2024, the table of organization was updated and aligned with goals, and the proper use of funds was reviewed. Goals have been tied to the mission. Employees received copies of position descriptions and verified their accuracy. This will also be done with interim and annual evaluations. Employees report the table of organization is clear. Updates for new hires will continue to be made.
Interim and annuals occur for all employees	Interim and annual evaluations have been scheduled for all staff. Evaluation training was conducted. All employees have set SMART goal templates.	All Supervisors	Evaluations have been conducted, and there is a normal process for them to continue. Feedback has been helpful for the growth and development of team members.
Conduct ASAP/Safety Training	2025 and ongoing	Dave Burgei & Bev Hoskinson	Improved safety and readiness – training conducted for REA. Desk exercises have been conducted. Finance updates have been made. With Finance, there are some building upgrades to occur in 2025 based on the recommendations of subject matter experts.

Strategic Plan for the County Auditor's Office
2025-2030
Updated Regularly; Last Updated January 18, 2025

Provide NACo High-Performance Leadership training for all; Provide additional training opportunities for all; Apply for tech cred training with input on desired training; support Celebrate Women and Women's Leadership Summit, as well as Chamber programs	Annually, all employees have training opportunities.	Carri Brown	Leadership is at all levels. All of staff have certificates. More than 25 technical credentials have been obtained. Tech cred training is in progress as of December 2024. Robin and Crystal will attend Chamber training in 2025.
One-on-one meetings & coaching/combined with "stay" interviews/an all-staff survey	Annually	Carri Brown and Rachel Elsea	Employees have opportunities for one-on-one times.
Conduct weekly "touch base" meetings with all-staff	Meetings will be held on Mondays to set priorities.	Carri Brown	Monday Morning Meetings have been held since 2021. Employees comment they appreciate reviews of ethics, policy, and goals.
Conduct an all-team retreat	Annually	Carri Brown and Rachel Elsea	Deliverables include Mission Clarity; Individual Smart Goals; Ethics Training; Unlawful Harassment Training; Inservice Ideas, etc. Notes are available.
Conduct individual strengths assessment and connect the assessments with tools to support the performance evaluation process	Annually	Carri Brown	Each employee has insight about individual strengths and how those strengths are needed for team success. Each supervisor has a reference tool.
Prepare in-services to provide information about topics of interest to the team members	4 annually	Carri Brown	In-services were discussed during all-term meetings. Mental health is a focus.
Ensure there is information readily available about policy and insurance programs	Annually and ongoing	Rachel Elsea	Rachel Elsea is the point of contact for human resource matters
Design an agreed upon Code of Ethics/Conduct based on strategic planning retreat discussions	Annually	Carri Brown and Team	The code is in place; it includes a "why" statement. A slide show summarizes the work.
Conduct an analysis for succession planning; hire a mapping technician in 2025	2027-2030; 2025-2026	Carri Brown and Directors	Stability of services; budget is in place for 2025 needs
Plan for at least one day a week as remote work to be prepared for requirements to do so and to improve productivity and flexibility	Annually and ongoing	Directors and Carri	Ongoing monitoring for effectiveness is in place. Employees report appreciation of this effort.
Provide stress relief activities during Monday Morning Meetings	2025, and then evaluate	Carri and Managers	Employees will feel supported by supervisors
Explore creations of a local IAAO chapter	2027	Josh Harper and Noel Soddors	Improved opportunities for appraisers
Complete at least two activities for individual recognition and two activities for team building; Continue GEM program at the departmental level. Refresh the culture champions initiative.	2025-2030	Rachel Elsea & Stacy Knight, Jessica Ferguson, Michelle Wright, & Kayla Speakman	Recognition (GEMS, certificates) & "Living our Values" traveling trophy are in place. Team participates in volunteer activities. Culture Champions are in place.
COMMENTS The above task list is not inclusive of all activities.			

Strategic Plan for the County Auditor's Office
2025-2030
Updated Regularly; Last Updated January 18, 2025

STRATEGIC THEME			
Update Processes to Add Value			
CHAMPIONS: Directors and Managers			
WORK GROUP MEMBERS: All team members with subgroups defined by function			
TARGETED OUTCOMES: Exceptional public service; improved accountability; effective processes; brand of excellence			
Action Step(s)	Task Completion / Review Date	Assigned To	Results
Develop Enterprise Resource Planning work group with stakeholder engagement	2025 and ongoing	Bev Hoskinson, Jen Dickerson	Improved knowledge of ERP and payroll/system process; integrated training will continue; communications were developed; more effective use of ERP
Create "Drop in Options" for Payroll; develop intentional departmental outreach for Financial Systems; create annual trainings; support entities under fiscal watches or emergencies	Annually (ongoing)	Bev Hoskinson, Jen Dickerson, and Michelle Wright	Improved internal services and financial control; improved abilities to participate in budgeting processes
Develop a financial leadership academy for stakeholders	2025	Bev Hoskinson	Improved financial competencies within the county
Develop surveys and process for library allocations from the state	2025 and ongoing	Carri Brown and Amanda Rollins	Improved Budget Commission processes
Focus on onboarding and reconciliations; include a process to connect with onboarding	2025 and ongoing	Jen Dickerson and Michelle Wright	Improved relationship with HR; improved internal services; improved employee experience
Continue to develop new BOR Administrator; define roles for BOR; update rules and regulations; maintain statewide website and reference materials	2025 and ongoing	Dave Burgei & Linda O'Toole	Transfer of knowledge; refined processes; documented communication and online access; training has been successful
Develop a log of GIS services and requests; track turnaround times for law enforcement, transit, and other political subdivisions	2025 and ongoing	Dave Burgei and GIS team	Improved documentation of critical GIS services provided for transit, law enforcement, and others
Develop training about GASB 87 and other GASB pronouncements and internal control; Develop a plan for purchase order decentralization; participate in AGA webinars and other AGA activities; attend GFOA conferences	2025 and ongoing	Carri Brown, Bev Hoskinson and Angel Horn	Improved Organizational Knowledge; improved internal control; new manual introduced and updated; PO process in place and will be monitored; AGA & GFOA opportunities are in place
Continue weights and measure inspectors training and documentation of processes	2025 and ongoing	Patrick Brighton & Carter Corcoran	Detailed documentation of reports
Review transparency modules (checkbook) for return on investment; ensure State Treasurer has annual information; continue to monitor stakeholders needs with enterprise systems	Annually	Bev Hoskinson	More meaningful access to financial data and understanding or financial processes

Strategic Plan for the County Auditor's Office
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STRATEGIC THEME Update Processes to Add Value - Continued			
CHAMPION: Directors and Managers WORK GROUP MEMBERS: All team members with subgroups defined by function			
TARGETED OUTCOMES: Exceptional public service; improved accountability; effective processes; brand of excellence			
Action Step(s)	Task Completion / Review Date	Assigned To	Results
Schedule evening hours for REA/Hold an "Information Night" – Use new scheduling options with technology; BOR materials automatically placed online	2025 and 2028 – and ongoing	Josh Harper & Dave Burgei	Determine if evening hours and virtual options are good for the public; examination of scheduling tools. Online posting of BOR materials reduces public records requests because the materials are readily available.
Participate in statewide parcel project and advisory committee	2025 and ongoing	Dave Burgei	Statewide parcel helps with accessibility of data
Debrief from 1000 informal hearings for REA, examine process for improvement; included were personal meetings with virtual, phone, and in -person options.	ongoing	Dave Burgei and Josh Harper	Better public understanding of appraisal process. Surveys show exceptional service.
Review appraisal communications and make edits if needed; create website updates; update BOR data online every 24 hours; review process for appraising low-income housing	2025 and ongoing	Linda O'Toole, Crystal Walker, Makala Finley, Noel Sodders, & Josh Harper	Improved knowledge about process for the public and stakeholders; updated daily; procedures were reviewed
Create a template to support process to evaluation the "fourth pathway" for village dissolution, as per Ohio law	2030	Carri Brown	Improved services, collaboration, and compliance with Ohio law
Continue waiver of requirement for Budget Commission for budgets; develop reasonable estimates of revenues; update process with DocLink technology; plan monthly meetings as needed; monitor legislation about Budget Commission and taxation; support modernization of property tax processes and improvements of the Homestead program	2025 and ongoing	Carri Brown, Angel Horn, Bev Hoskinson & Amanda Rollins	Increased efficiency; revenue estimates are aligned with reality; more efficiency with multiple entities; we need to monitor legislation for hearings about levies; we need to be engaged with associations and legislators
Continue to update the Hotel/Motel lodging procedures using AI	2025 and ongoing	Mesina Clark, Angel Horn and team	Improved public knowledge; improved process and funding for tourism related agencies; fact sheets were in place by February 2022; AI services are working
Support 911 (public safety) and EMA technology updates	2025 and ongoing	Dave Burgei and GIS Team	Improved safety services; good partnership with the Sheriff

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Prepare documentation and training for fuel card and vendor card policy	2025	Rachel Elsea and Directors	Improved internal control; documented procedures
Create a CAUV map that includes known solar leases; update that map annually	2025 and annually	Carri Brown and GIS Team	Improved organizational knowledge
Improve the creation of the federal schedule; ensure all financial reporting deadlines with the Hinkle System and with GFOA are met ; update internal control manual and data stewardship	2025 and ongoing	Bev Hoskinson	Increased accuracy in financial auditing process; improved support for departments
Participate in stormwater utility work group if this is organized	As needed	Dave Burgei	Connecting with County Engineer who will lead the group
Document all procedures and improve manuals, for each position	2026-2030	Directors	Improved job knowledge and ability to sustain operations
Develop the GIS team; create a map of the month each month; honor the map of the year; conduct a GIS Day in November; develop new programs and outreach for GIS, including connections with law enforcement and workforce development	2025 and ongoing	Dave Burgei and Curt Truax, Stacy Knight, Clayton Finley, and Bobby Fagrell	Improved use of GIS tools; improved recruitment, retention and recognition; documentation and understanding of services provided
Monitoring of Financial Systems contracts, implement new grant reporting module	2025 and ongoing	Bev Hoskinson	Improved control and quality; new module for ADAMH, DD, and Health Department
Monitoring of REA related contracts	2025 and ongoing	Dave Burgei	Improved control and quality assurance
Plan for budgeting of fixed assets (gas tank, scanners, folder equipment, laptops, etc.)	2026-2030	Directors	Improved expectations and financial control
Track workload and outcome measures	2025	Directors	Knowledge of who to contact for what purpose and what the work means for the public
Organize tax pay-ins to support ADAMH and DD; organize estimated revenue adjustments	2025 and ongoing	Angel Horn	Efficient operations; review for adjustments
Ensure ongoing reconciliation of fiduciary funds	2025 and annually	Angel Horn and Jen Dickerson	Improved financial reporting and auditing
Participate in statewide discussions about legislation; planning CAAO meetings in Fairfield County; monitor recommendations about property taxes (such as the expansion of the Homestead program and various guardrails to reduce tax burdens); develop virtual meetings	2025-2030	Carri Brown	Prepared Q/A for CAAO; reached out to legislators; developed additional fact sheets; CAAO meetings and training held in Fairfield County; leading communications work group
Develop an internship program to support workforce development and the GIS Team	2025-2030	Carri Brown	A fact sheet about lessons learned with interns has been prepared.
Continue to monitor changes with the dog licensing process	2025 and annually	Kayla Speakman & Michele Poston	Updated procedures in 2025; evaluation to come
Issue a request for proposals for triennial update; let contract; monitor contract; conduct triennial and prepare communication plan	2026; 2028	Dave Burgei	Quality preparations for required update of values
Improve upon the Excellence Project, with certificates and additional recognition	2025 and ongoing	Carri Brown and Managers	Every moment is an opportunity to show excellence – cite examples; create recognition opportunities

COMMENTS The above task list is not inclusive of all activities.

Strategic Plan for the County Auditor's Office
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STRATEGIC THEME			
Focus on Strengths & Customer Service			
CHAMPION: Dave Burgei and Rachel Elsea			
WORK GROUP MEMBERS: Managers			
TARGETED OUTCOMES: Brand of excellence in public service			
Action Step(s)	Task Completion / Review Date	Assigned To	Results
Communicate individual strengths focus; conduct assessment to identify individual strengths and compile helpful notes for supervisors and employees; make sure new employees have opportunity to identify individual strengths	January 2025 and ongoing	Carri Brown	Positive communication about strengths; team cohesiveness and increased organizational commitment and individual job satisfaction
Tracking of public records requests	January 2025 and ongoing	Rachel Elsea	Efficient and effective responses
Reinforce customer service standards/ report annually on statistics	January 2025 and ongoing	Carri Brown	Common sense of urgency
Provide training on customer service topics	Annually and within Monday Morning Meetings	Carri Brown	Collective understanding of customer service expectations
Encourage use of Bravos and GEMS	Annually and ongoing	All Team Members	Shared appreciation for team members; traveling trophy added for team recognition; departmental GEMs are in place
Note positive examples of customer service; continue to recognize the weekly "wins"	Monday Morning meetings	All Team Members	Improved understanding of and commitment to internal and external customer service
Develop an office wide calendar – a list of significant dates	For 2025 and annually	Rachel Elsea	Improved planning and participation in events
Review and document TIRC processes, conduct cross training and help entities establish schedules; open meeting documentation	2025 and ongoing	Rachel Elsea and Carri Brown	Increased connections with economic development; transparency of multi-jurisdictional activity; website updated; open meeting procedure updated
Develop job shadowing for team members as requested; include other departments who have expressed interest, such as DD; continue internal training and connections with the Finance Department; document year end processes	2025 and ongoing	All Team Members; Payroll – Jen Dickerson, Michelle Wright, Jessica Ferguson, Kit Burley, Jojo Harmon	Improved organizational knowledge and team cohesiveness; improved ability to cover for planned absences

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Continue Finance cross training, especially with financial reporting, Budget Commission and TIRC governance	2026 -2030	Angel Horn, Mesina Clark, Amanda Rollins	Improved organizational knowledge
Plan training and observations of year-end processes	2025-2030	Meagen Bowland and Lori Hampshire with Mesina Clark and Kayla Speakman	Improved organizational knowledge
Coordinate REA and Settlement and Administration efforts for the establishment of tax rates and year end processes with the state of Ohio	2025-2030	Amanda Rollins, Josh Harper, Angel Horn, and Noel Soddors	Improved organizational knowledge and quality assurance
Communicate about inventory assignments; update depreciation schedules if needed	2025 and annually	Angel Horn and Beverly Hoskinson	Better time management and support of financial officers
Update the Internal Control Manual; monitor and continue to develop Wednesday Word to the Wise for communications	2025 and ongoing	Bev Hoskinson, Rachel Elsea, and Angel Horn	Improved organizational knowledge and internal control; ongoing tips provided
Update the Continuity of Operations Plan for Financial Systems and Real Estate Assessment; Update ASAP plans as needed	2025 and ongoing	David Burgei and Bev Hoskinson	Improved service and ability to respond to emergencies; REA exercises held
Meet deadlines for sexennial update planning	2025 and ongoing	David Burgei and Josh Harper	Monthly meetings to show the process is on track
Participate in county-wide work groups, such as environmental stewardship work group, IT strategies work group, and Security	2025-2030	Jen Dickerson, Michelle Wright, Beverly Hoskinson	A list of work groups with participants is available and communicated each Monday
Continue Happiness Project/Culture Champion projects	2023 and ongoing	Michelle Wright, Jessica Ferguson, and Stacy Knight	Design at least 2 ways to support those struggling w/ homelessness, recovery, or poverty; volunteered for recovery and Habitat for Humanity; Volunteered for MOW & United Way; Christmas projects completed
Focus on financial reporting strength to add value to Fairfield County by continuing MCJDC services with the costs of services recognized	2025 and throughout MCJDC contract period	Carri Brown	Best interest of Fairfield County is put forth; <i>significant savings to the county general fund</i> ; support of joint venture of four counties
Ensure CAUV process is documented well and there is training in place for staff to support the agricultural community	2025-2030	Greg Forquer, Makala Finley, Crystal Walker, Josh Harper	New fact sheets were completed by the end of 2024; there is a calendar organized with deadlines for 2025 going forward
Develop two-week onboarding process for newly hired employees, with templates; increase training opportunities	2025 and ongoing	Managers	All employees will feel welcome and will have training opportunities
Clarify all public records and open meeting practices; take Sunshine Law training	2026 and ongoing	Carri Brown and Rachel Elsea & all team members	Policy clarified and posted as well as sent to media and placed online; training to be taken during Sunshine Week

COMMENTS The above task list is not inclusive of all activities. It is representative of the activities which were highlighted in an initial analysis during a collaborative planning review.

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STRATEGIC THEME

Improve Communication and Outreach

CHAMPION: Rachel Elsea

WORK GROUP MEMBERS: All Managers

TARGETED OUTCOMES: Improved civic education and outreach

Action Step(s)	Task Completion / Review Date	Assigned To	Results
Create a newsletter and fact sheets; update website and intranet; build a stronger social media presence	2025 and ongoing	Rachel Elsea and team members	Improved civic education and outreach
Develop a plan for speaking engagements (more than 50 were conducted in 2024); participate in Rotary civic groups to share information and receive community information; participate in Chamber events, such as the educational events about the US Constitution	2025-2030	Rachel Elsea and Carri Brown	Improved civic education and outreach
Create "how it works" videos, being sure to include multiple departments, such as the Treasurer or Recorder, as needed; include multiple processes, too, including BOR and tax exemption process	2025	Rachel Elsea and others	Revised BOR related videos as part of the sexennial update communication plan
Attend at least one of each township meetings throughout the period; issue communications to support entities; attend other entity meetings; survey stakeholders about training	2025-2030	Carri, Rachel, Amanda, and Managers	Additional outreach and communication; multiple communications have been made with townships
Attend county agency board meetings throughout the period	2025-2030	Carri, Rachel, and Managers	Additional outreach and communication
Conduct at least three civic group or school presentations to support workforce	2025-2030	Carri and Rachel	Additional outreach and communication
Refine the communications and social media strategy; attend Chamber sessions about inclusivity, respect, and ethics; participate in DDL efforts for all-accessibility	2025-2030	Rachel Elsea and Managers	Clear understanding of communication goals; increased inclusion and respect; updated videos to include closed captions
Refine team purpose statements and draft a new directory; distribute directory; conduct accessibility review of operations; conduct a REA summit	2025 and ongoing; REA summit in 2027 and 2029	Rachel Elsea	Improved communications; added notary notations for accessibility; conducted training for those with dementia; prepare sensory tools for the public; organize communication for Veterans – conduct REA summits
Prepare for Sunshine Week (annually)	2025-2030	Rachel Elsea and team members	Improved civic education and outreach

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Prepare at least 12 press releases or op-ed pieces annually on newsworthy topics	2025 and annually	Rachel Elsea and Managers	Improved civic education and outreach
Focus on a specific communication strategy for reappraisal processes and for all stakeholders	2025 and ongoing	Rachel Elsea, Dave Burgei, Josh Harper	Improved civic education and outreach; improved efficiency and transparency
Plan for awareness activities for 50+ accounting professionals in the county; pilot financial leadership academy	2025 and annually	Carri Brown and Bev Hoskinson	Awareness activities were conducted and are ongoing
Plan awareness activities for appraisal professionals and real estate assessment	2025 and annually	Rachel Elsea and Carri Brown	Awareness activities were conducted and are ongoing
Create a process for notification of square footage changes, such as with finished basements; an example is a postcard template with a phone number for follow up information; engage real estate agents and title agencies	2025 forward	Josh Harper and Real Estate Team	Fewer surprises for homeowners who might not have been informed by real estate agents or title agencies
Conduct customer service surveys in connection with informal hearings	Ongoing	Rachel Elsea and managers	Tracking of service expectations, improvement in outreach
Honor weights & measures expertise and county businesses; create a PSA	2025 and ongoing	Patrick Brighton, Carter Corcoran, and Rachel Elsea	Improved awareness of weights and measures; PSA created in 2024
Create an annual programmatic report and develop a video about services	Annually	Rachel Elsea and Carri Brown	2024 report is available
Ensure Fraud and Risk Management training is taken and communications are made to all departments with the Wed Word to the Wise efforts	Annually or as needed	Rachel Elsea and Bev Hoskinson	Improved understanding of risk management
Create outreach and/or roundtable opportunities for townships and corporations	2028-2030	Angel Horn & Amanda Rollins	Procedures for Vendor Self Service are under review
Specifically promote the new property tax exemptions available for pre-residential property	2025-2026	Rachel Elsea	A new process needs to have extra communication to the public for awareness
Plan recognition of community stakeholders	2025-2030	Rachel Elsea and Carri Brown	Improved connections and support of stakeholders
Develop virtual notary options to expand services for the public; communicate options	2028-2030	Rachel Elsea	Additional services for the public and stakeholders
Prepare a rapid response communication plan along with the communications strategic plan	2026-2030	Rachel Elsea	Better ability to respond for the public
COMMENTS The above task list is not inclusive of all activities.			

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STRATEGIC THEME Improve Use of Technology and Records Processes			
CHAMPION: Dave Burgei			
WORK GROUP MEMBERS: Managers			
TARGETED OUTCOMES: Improved use of technology and records processes			
Action Step(s)	Review Date	Assigned To	Results
Participate in the Records Commission; review procedures and storage	2025-2030; 2026-2030	Rachel Elsea	Proper records management
Ensure Cybersecurity training is taken; implement 2 factor authentication process	2025-2030	Rachel Elsea and Jen Dickerson	Improved cybersecurity measures
Review improvements of hotel/motel lodging tax collection process; update website	2025-2030	Kayla Speakman and Mesina Clark	Improved use of available technology; better service
Develop the DocLink process and train political subdivisions	2025 and ongoing	Bev Hoskinson	Improved efficiency
Focus on Tyler Technology monitoring; improve understanding of ERP and EAT	2025 and ongoing	Angel Horn, Josh Harper, & Team	Improved use of available technology
Review websites for ADA compliance; update county building tour	2025 and ongoing	Rachel Elsea & GIS Team	Improved access to online information for residents
Plan contract renewals for enterprise systems	2027	Directors	Improved monitoring and services
Update Finance and REA disaster plan recovery plans, focusing on management letter tasks	2025-2030	Bev Hoskinson and Work Group	Work group activities assigned; quarterly testing done
Support the Sheriff, Transit, Engineer, Board of Elections, HRCO, SWCD, & others	2025 and ongoing	GIS Team & Bev Hoskinson	Improved use of available technology
Implement new process for address changes; manager Tyler updates, such as with TIFs	2025-2030	Josh Harper & Noel Sadders	More convenient public services; greater efficiency for staff
Develop an electronic process for lot splits in support of housing and economic developments	2025-2030	Dave Burgei and Team	Improved service and understanding for the public
Share information learned with Tech Cred	2025-2030	Managers	Improved competencies
Develop workgroups with Treasurer	2025-2030	Noel Sadders & Bev Hoskinson	Improved knowledge & coordination
Implement an online scheduling system	2025-2030	Crystal Walker and Makala Finley	Improved efficiency for the public
Improve ERP governance, involving stakeholders	2025-2030	Bev Hoskinson	Refreshed governance committee and more efficient processes
Develop AI policy and examine tools; develop at least two new initiatives; ensure security	2026-2030	Carri Brown and Directors	We are now using AI for REA & lodging tax collections.
Continue electronic processes for conveyance; evaluate for improvements	2025-2030	Julie White, Lori Kidder, & Heidi Hamilton	Improved services and efficiencies
Develop a long-term list of technology and asset requirements for replacement	2025 and annually	Directors and Rachel Elsea	Better planning for budget requests and operations

Team Purpose Statements

Payroll Systems Management

As a centralized point for responsive information about payroll and related Auditor's Office systems, the purpose of Payroll Systems Management is to deliver exceptional customer service by ensuring employees are paid according to approved payroll schedules in compliance with regulations and policy while sustaining effective systems, data, records, reports, and relationships.

Financial Systems/Annual Comprehensive Financial Report Management

The purpose of the Financial Systems/ACFR Management team is to provide superior customer service to the county and vendors by preparing award-winning financial reports and disbursing funds in an accurate, timely, reliable, and technologically proficient manner while complying with regulations and policy.

Settlements and Administration

The Settlements and Administration team calculates settlements for public entities; organizes data for tax exemptions, special assessments, levies, and Budget Commission processes; issues multiple licenses and homestead exemptions; and provides courteous administrative support with purpose, integrity, gratitude, and efficiency.

Weights and Measures Inspection

Connecting with multiple departments and businesses, Weights and Measures provides equity in the marketplace by testing and inspecting weighing and measuring devices and ensuring appropriate commercial practices are in place.

Geographical Information System

With efficiency and accuracy, GIS manages and organizes spatial and tabular datasets while developing accessible applications for the distribution, utilization, and integration of GIS technology for public entities and citizens of Fairfield County.

Map Room Management

Coordinating with the County Engineer and other leaders, the Map Room team reviews and researches surveys, deeds, and legal descriptions of property for compliance with established conveyance standards while maintaining more than 1,200 tax maps and 71,600 parcel records.

Board of Revision Administration

With expertise in codified processes, the BOR hears complaints on the market value of property and adjusts values as of the tax lien date when justified by evidence presented during the hearings.

Real Estate Management

With fairness and equity, the Real Estate team transfers and appraises real property and also administers state programs for owners of agricultural properties to receive tax savings.

Evaluation of the Strategic Plan

An initial plan was presented for input and feedback in January 2022. The plan was provided to stakeholders in 2022, and in 2023, once updated, it was provided again. It has been provided to major stakeholders at least quarterly since that time. Ongoing updates at each roundtable meeting and at various other meetings were conducted. The themes will continue to be communicated with all employees and stakeholders.

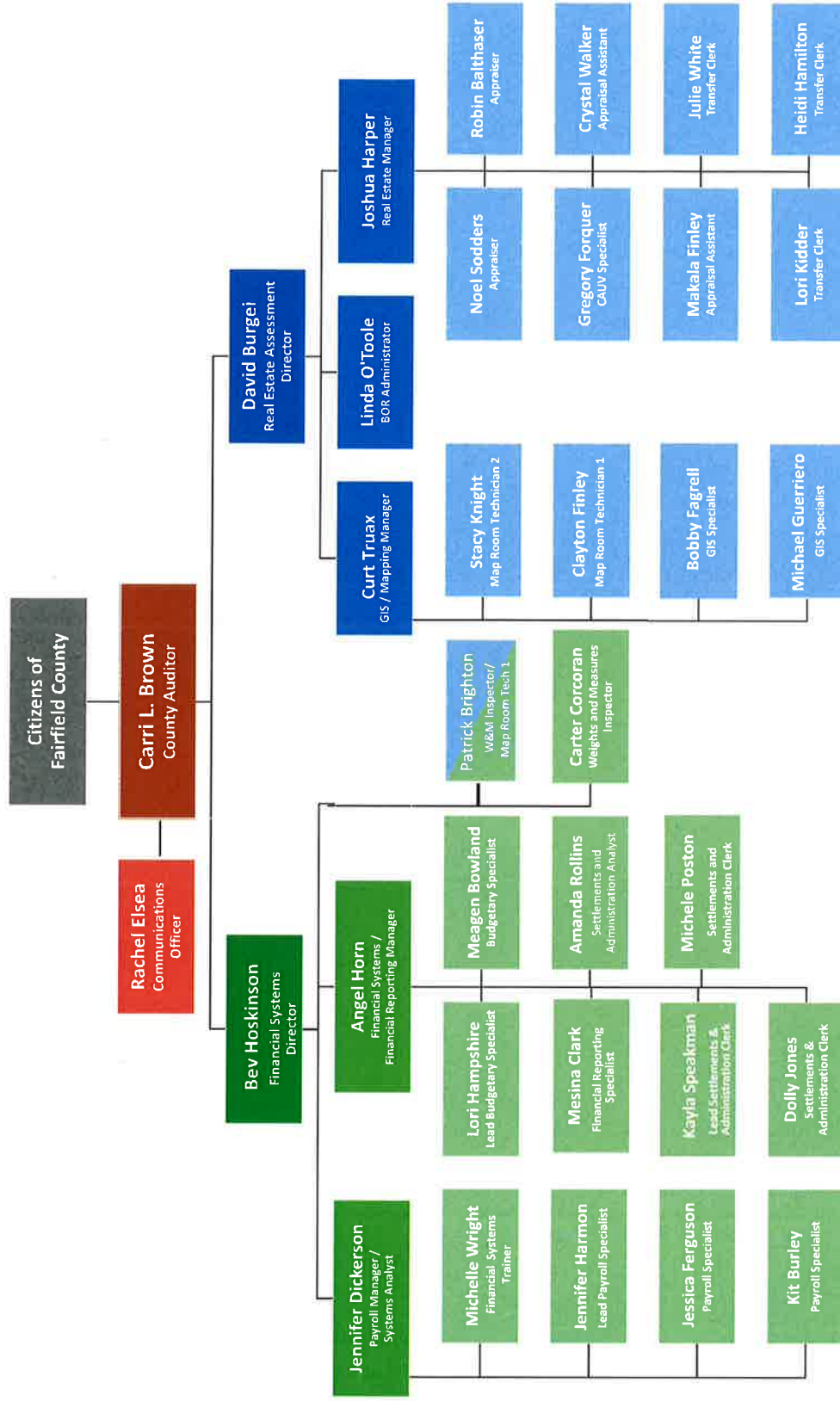
In addition, feedback and input was sought from multiple stakeholders by email and in person. There is an expectation of ongoing ways to obtain input and feedback. The plan is on the website and is announced in social media platforms

A strategic plan is documented for guidance; it is a living document. Metrics will be reviewed throughout the plan period to help monitor progress. A “year in review” document was created in 2022 and has been updated annually.

If there are any questions or comments about the strategic plan, please contact Carri Brown, carri.brown@fairfieldcountyohio.gov or (740) 652-7096.

Exhibits

- Table of Organization
- Narrative about the Team
- Individual Strengths
- Year in Review
- Code of Ethical Conduct



32.875 FTE on Auditor TO
10 FTE on Prosecutor TO
39 positions when full
0 vacancies

For Auditor Use
38.9% General Fund
61.1% REA Fund

Your Fairfield County Auditor's Office: AT-A-GLANCE

32.875
FULL-TIME
EMPLOYEES

< 33.875
2.5 full-time
employees fewer
than three years ago

39%
of employee salaries
are supported by the
General fund



61%
of salaries are supported
by the **Real Estate
Assessment fund**



have obtained a
professional certification or
association certificate



have an **associate degree**
or two-year certificate within a
technical discipline



have a **bachelor's degree**
or higher, which is above
the state average of 29.7%



have at least **5 years** of
governmental service

COUNTY AUDITOR EMPLOYEES ARE
highly trained, skilled, and experienced.
And above national and state averages
for education and experience

COUNTY AUDITOR EMPLOYEES ARE
highly-engaged in outreach and community efforts.

Professional Organizations

Employees are actively involved in a number of professional organizations, including: Association of Government Accountants, County Auditor Association of Ohio, Destination Downtown Lancaster, Government Finance Officers Association, International Association of Assessing Officers, Lancaster Special Improvement District, and Mid-Ohio Regional Planning Commission.



Civic Organizations

Employees are school volunteers and coaches. Many are church volunteers and are involved in other civic groups.

Employees are active participants in:

United Way
Salvation Army
Senior Hub
Chamber of Commerce
Rotary Clubs
The Masons
Moose Lodge
Eagles

Pink Hope Society
Fairfield Medical Center TWIGs
Lancaster Ohio Biker Club
Charity Newsies
Red Cross
Lancaster Festival
Destination Downtown Lancaster

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RESPONSIBILITY Robin (3) Meagen (4) Angel (1) Lori H (1) Michelle (3) Rachel (5) Jessica (1) Stacy (4) Linda (5) Heidi (2) Bev (3) Kit (4) Amanda (3) Clayton (3) Dolly (4)	ACHIEVER Carri (3) Makala (1) Robin (2) Angel (4) Noel (1) Josh H (1) Crystal (1) Stacy (3) Bev (5) Kit (2) Kayla (2) Clayton (2) Dolly (5)	HARMONY Patrick (1) Meagen (5) Stacy (1) Lori K (3) Julie (1) Jessica (3) Michele (5) Kayla (5) Mesina (4)	CONSISTENCY Meagen (2) Lori H (2) Curtis (1) Julie (3) Dave B (5) Jennifer (1) Heidi (4)
		<hr/> INDIVIDUALIZATION Michelle (1) Linda (1) Carter (2) Bev (2)	<hr/> IDEATION Josh H. (4) Bev (4)
DELIBERATIVE Rachel (1) Curtis (4) Greg (2) Dave B. (1) Mesina (3)	POSITIVITY Patrick (4) Angel (5) Crystal (3) Lori K (2) Julie (5) Mesina (5) Dolly (2)	LEARNER Carri (4) Jen (4) Robin (1) Josh H (5) Crystal (4) Jennifer (2) Kit (1) Amanda (5)	EMPATHY Lori K (1) Julie (4) Meagen (1) Michelle (4) Curtis (3) Stacy (2) Makala (4) Jennifer (3) Amanda (4) Dolly (1)
DEVELOPER Makala (3) Angel (3) Jen (2) Lori K (4) Randy (1) Heidi (5) Bev H. (1) Michele (1) Dolly (3)	RELATOR Greg (5) Patrick (3) Stacy (3) Jessica (5) Angel (2) Rachel (4) Curtis (5) Linda (3) Amanda (2) Kayla (4) Clayton (4) Mesina (1)	INPUT Carri (5) Greg (4) Jen (5) Robin (4) Crystal (2) Kit (5)	BELIEF Josh H. (3) Rachel (2) Mesina (2)
			<hr/> RESTORATIVE Makala (2) Heidi (3) Michele (4) Amanda (1) Clayton (1)
MAXIMIZER Carri (1) Dave B. (2) Jessica (4) Carter (3)	ANALYTICAL Greg (3) Dave B. (4) Linda (4) Michele (3)	COMMUNICATION Noel (4) Lori H (5) Michelle (2)	STRATEGIC Carri (2) Noel (2) Rachel (3) Carter (5)
INCLUDER Julie (2) Meagen (3) Lori K (5) Lori H (3) Jen (1)	CONNECTEDNESS Jen (3) Linda (2) Michele (2)	FUTURISTIC Robin (5) Kayla (3)	CONTEXT Patrick (5) Greg (1) Carter (1) Kayla (1)
		<hr/> SELF ASSURANCE Noel (3)	
INTELLECTION Makala (5) Crystal (5) Jennifer (4)	ADAPTABILITY Patrick (2) Curtis (2) Jessica (2) Carter (4) Heidi (1)	DISCIPLINE Dave B (3) Jennifer (5) Kit (3)	WOO Noel (5) Lori H (4) Michelle (5)

RESPONSIBILITY Diligent Loyal Driven Dependable Committed Conscientious	RESTORATIVE Responsive Investigative Problem-oriented Weakness-oriented Unintimidated Insightful		DELIBERATIVE Careful Conservative Sensible Thoughtful Observant Vigilant	CONSISTENCY Fair Equal Consistent Practical Efficient Predictable
ADAPTABILITY Flexible Responsive Present Spontaneous Agreeable Easy-going	ACHIEVER Driven Diligent Intense Independent Productive Self-motivated		DEVELOPER Encouraging Investing Helpful Observant Patient Growth-oriented	EMPATHY Emotional Expressive Sensitive Intuitive Helpful Confidential
HARMONY Practical Concrete Conflict-reducing Collaborative Agreeable Task-oriented	POSITIVITY Fun Hopeful Generous Enthusiastic Dramatic Influential		DISCIPLINE Timely Organized Efficient Meticulous Planned Detail-oriented	BELIEF Stable Unchanging Principled Passionate Committed Self-sacrificing
RELATOR Friendly Caring Authentic Intimate Genuine Transparent	ANALYTICAL Objective Data-driven Skeptical Questioning Scientific Dispassionate	IDEATION Spontaneous Creative Innovative Collaborative Insightful Resourceful	STRATEGIC Intuitive Anticipating Thoughtful Insightful Option-aware Future-oriented	CONTEXT Historical Perceptive Highlighting Collecting Studious Orienting
ACTIVATOR Impatient Dynamic Initiating Catalytic Fast Action-oriented	INDIVIDUALIZATION Unique Aware Fair Insightful Diverse People-oriented	FUTURISTIC Creative Inspiring Anticipating Imaginative Perceptive Future-minded	COMPETITION Scorekeeping Comparing Winning Measuring Selective Driven	INCLUDER Accepting Tolerant Perceptive Integrating Welcoming Others-oriented
MAXIMIZER Quality-oriented Judging Sorting Selective Results-oriented Excellence-aware	LEARNER Curious Interested Inquisitive Open-minded Studious Passionate	COMMUNICAITON Talkative Transparent Interactive Expressive Captivating Presenting	WOO Charming Outgoing Gregarious Engaging Initiating Socially energetic	INTELLECTION Introspective Solitary Intellectual Reflective Intense Thinking-based
INPUT Resourceful Collecting Inquisitive Generous Knowledgeable Investigative	SELF-ASSURANCE Independent Confident Self-Aware Self-Sufficient Persistent Controlling	COMMAND Decisive Persuasive Intimidating Assertive Opinionated Candid	CONNECTEDNESS Integrating Spiritual Comforting Philosophic Counseling Listening	ARRANGER Flexible Interactive Controlling Collaborative Configuring Resourceful

Carri	Maximizer, Strategic, Achiever, Learner, Input
Robin	Learner, Achiever, Responsibility, Input, Futuristic
Meagen	Empathy, Consistency, Includer, Responsibility, Harmony
Patrick	Harmony, Adaptability, Relator, Positivity, Context
Dave B.	Deliberative, Maximizer, Discipline, Analytical, Consistency
Jen	Includer, Developer, Connectedness, Learner, Input
Rachel Elsea	Deliberative, Belief, Strategic, Relator, Responsibility
Kayla	Context, Achiever, Futuristic, Relator, Harmony
Jessica	Responsibility, Adaptability, Harmony, Maximizer, Relator
Makala	Achiever, Restorative, Developer, Empathy, Intellection
Greg	Context, Deliberative, Analytical, Input, Realtor
Lori H.	Responsibility, Consistency, Includer, Woo, Communication
Josh H.	Achiever, Relator, Belief, Ideation, Learner
Angel	Responsibility, Relator, Developer, Achiever, Positivity
Lori K.	Empathy, Positivity, Harmony, Developer, Includer
Stacy	Harmony, Empathy, Relator, Responsibility, Achiever
Noel	Achiever, Strategic, Self-Assurance, Communication, Woo
Curtis	Consistency, Adaptability, Empathy, Deliberative, Relator
Amanda	Restorative, Relator, Responsibility, Empathy, Learner
Heidi	Adaptability, Responsibility, Restorative, Consistency, Developer
Crystal	Achiever, Input, Positivity, Learner, Intellection
Julie	Harmony, Includer, Consistency, Empathy, Positivity
Michelle	Individualization, Communication, Responsibility, Empathy, Woo
Jennifer	Consistency, Learner, Empathy, Intellection, Discipline
Linda	Individualization, Connectedness, Relator, Analytical, Responsibility
Carter	Context, Individualization, Maximizer, Adaptability, Strategic
Clayton	Restorative, Achiever, Responsibility, Relator, Arranger
Dolly	Empathy, Positivity, Developer, Responsibility, Achiever
Bev Hoskinson	Developer, Individualization, Responsibility, Ideation, Achiever
Kit Burley	Learner, Achiever, Discipline, Responsibility, Input
Michele	Developer, Connectedness, Analytical, Restorative, Harmony
Mesina	Realtor, Belief, Deliberative, Harmony, Positivity

The purpose of this memo is to demonstrate alignment of the Fairfield County Auditor's Office strategic plan with the countywide 2022 strategic report.

County Auditor Mission – Aligned with the County Mission

The Auditor's Office mission is aligned with the overall mission of the county. We work to ensure high quality services, with outstanding customer service at an exceptional value to taxpayers. We foster economic and fiscal sustainability and enhance the county's reputation as a high performing, learning, and caring organization.

The mission of the County Auditor's Office is to perform statutory duties of the County Auditor with excellence, integrity, and innovation while embracing outstanding internal and external customer service to continuously improve county government. This mission was affirmed during the January 2022 retreat of the County Auditor's Office. We serve.connect.protect as part of Fairfield County's identity, and our brand is excellence.

Strategic Themes of the County Auditor's Strategic Plan

Following a detailed analysis of strengths, weaknesses, opportunities, and threats, five strategic themes for the County Auditor's Office emerged. The strategic themes are:

1. Provide Supervisory Support & Coaching Opportunities for Team Members
2. Update Financial and REA Processes to Add Value
3. Focus on Strengths & Customer Service
4. Improve Communication and Outreach
5. Improve Use of Technology and Records Management Processes

The County Auditor's Strategic Plan is found here:

<https://www.co.fairfield.oh.us/auditor/Strategic-Plan.html>

Each functional area of the County Auditor's Office has developed specific action steps for how they will serve, connect, and protect with excellence within these strategic themes. To date, there are *90 activities* outlined. The plan is a living document with updates made regularly and posted online.

Summary of County Auditor Strategic Activities

- The strategic activities include activities you have heard about in public meetings, including *reorganizational and employee coaching and mentoring activities*, implementation of *new technology*, and focusing on *internal and external customer service*.

Alignment of the County Auditor's Strategic Plan with the Countywide Strategic Report
April 19, 2022

- Main goals are related to *new technology*, such as the conversion to software as a service for financial systems, the creation of a hotel/motel lodging tax collection system, GIS support of the 911 system, and the use of technology for the conveyance of property.
- There are procedural and compliance related *updates* for the triennial valuation of real property, the Budget Commission, Board of Revision, and standards for the conveyance of property.
- There are *strategic communication activities* to improve civic education and outreach, including the creation of fact sheets, videos, and website tutorials.

Alignment with the County Strategic Report

Within the county-wide strategic report, there are six improvement goals for:

1. infrastructure,
2. social services,
3. housing,
4. workforce development,
5. economic development, and
6. county operations.

There are four county roles identified in the strategic report: convener, funder, leader, and advocate.

For each of the 90 activities identified in the County Auditor's strategic plan (as of April 2022), County Auditor leadership will be contributing to improvement in county operations, which is the 6th goal - optimizing county operations to meet emerging needs of Fairfield County employees and residents. For these activities, the County Auditor is a convener, funder, leader, and advocate.

For goals 1-5 of strategic report, the County Auditor serves as a convener, funder, or advocate in direct and indirect ways.

A stable organization with high-performance leadership will result in support of *government and stakeholder groups* that are charged with funding, convening, or leading infrastructure, social service, housing, workforce development, or economic development activities. In this way, all of the 90 activities of the County Auditor's strategic plan are aligned with the first 5 goals of the strategic report. There are additional ways in which the strategic activities are aligned.

Examples of Strategic Activities Tied to Goals 1-5 of the Strategic Report

- Using technology to update the hotel/motel lodging tax collection process directly supports economic growth through effective planning, promotion, and development. Key tourism stakeholders will have additional resources with the new process. The County Auditor is leading and convening groups for the new technology and is advocating for the process with strategic communication.
- The County Auditor funds, convenes, advocates for, and leads county wide GIS activities. Use of GIS directly supports all goals of the strategic report. There are obvious connections to infrastructure, but there are other connections, too. GIS leads the census activities which is critical for funding of social services, housing, workforce development, and economic growth. GIS also supports county operations, such as operations of the Board of Elections and County Engineer, and stakeholder operations, such as operations of the Hunters Run Conservancy District and Soil and Water Conservation District.
- The County Auditor funds, convenes, advocates for, and leads county wide agricultural support activities which is directly related to economic development. Farmland devoted to commercial agriculture may be valued according to its current use rather than at its "highest and best" potential use. This provision of Ohio law is known as the Current Agricultural Use Value (CAUV) program. By permitting taxation at the parcels "value in use", CAUV normally results in a lower tax bill for working farmers. In Fairfield County, agriculture is a significant part of the economy. More than 2,400 applicants participate in the CAUV program. There is a strategic activity of intentionally reaching out to applicants to help with the process for participating in the program and for renewing participation.
- Reorganizing pay-in processes for ADAMH and DD - and - coordinating reporting of Safe at Home compliance are two activities that support social service goals. The Happiness Project (which allows for multiple volunteer activities) is connected to social services goals, as well.
- Increasing knowledge about school board levies is an activity that supports workforce development goals and positive advocacy for school funding.
- There is also a new position under development for a weights and measures in-training position, allowing for an additional professional position that does not require a college degree but does require technical skills. This type of workforce development is often discussed with the Workforce Center.

Alignment of the County Auditor's Strategic Plan with the Countywide Strategic Report
April 19, 2022

- Improving transparency with the Tax Incentive Review Council and using new electronic processes are activities aligned with economic development goals because they improve civic education and services, respectively.
- Developing payroll trainers and improving financial systems lift up key departments who are charged with funding, convening, or leading infrastructure, social service, housing, or workforce development activities.
- Improving the understanding of real estate assessment processes and Board of Revision appeal processes supports the overall goal for affordable housing and helps to facilitate economic growth.
- Updating minimum standards for the conveyance of property supports infrastructure and housing goals.
- For all 6 goals in the strategic report, there are advocate role possibilities, given connections with the Speakers' Bureau, townships, cities, villages, and schools. In the first quarter of 2022, there have been multiple presentations about the strategic plan and its alignment with the strategic report. Engaged employees and leaders are advocates for the goals.

The purpose of this memo was to demonstrate alignment of the Fairfield County Auditor's Office strategic plan with the countywide 2022 strategic report. Direct alignment is found with the goal to improve county operations. Supportive and direct alignment is found in the other goals of the strategic report.

The analysis within the memorandum was helpful to staff in improving understanding of the 90 strategic activities and their alignment to the strategic report.



Your Fairfield County Auditor's Office: **BY THE NUMBERS**

We Serve. We Protect. We Connect.

165,360
POPULATION

3
CITIES

13
TOWNSHIPS

12
VILLAGES

Aa2
BOND RATING

\$200+ Million
ALL FUNDS BUDGET



287.3 M
Capital assets



74,000+
Parcels



\$100M+
New construction
assessed

DID YOU KNOW?

Fairfield County unemployment and poverty rates are below state average.



28,764
Checks/EFTs issued



445
Vendor licenses issued



6,720
Properties conveyed
annually

Modernized Minimum Conveyance Standards

DID YOU KNOW?

70%
Conveyances
processed
electronically

19,547
Dog licenses
issued

\$5.94B+
Total county-
wide assessed
valuation

112,016
Registered
voters

WHY DO WE EXIST? We provide leadership with essential financial reporting and data management services to improve accountability, trustworthiness, and credibility in the private and public sectors.

800
Surveys
collected

433
Address
changes
made online

Of the Participants Surveyed...



felt they were able
to discuss their
specific topic



stated they
received courteous
customer service



think the Auditor
should continue
holding informal
hearings

GIS created a virtual tour of county buildings that can be found on the Fairfield County homepage

DID YOU KNOW?



Financial systems
technology updated



10,117
Water bottles saved



Hotel/motel tax
tech improvements

Fairfield County has the lowest sales tax rate in the region

DID YOU KNOW?

4,950
Social media
followers

1 Day
Public records
requests answered,
on average

45
BOR
hearings held

45+
Press releases
issued

Data current as of November 2024



"Awesome folks working here! The best in Government! Very courteous and helpful with my needs. They went over and beyond helping me. Fantastic service! Best I've found anywhere."

Respondent of customer survey



Dr. Carri Brown
Fairfield County Auditor

CONTACT US!

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Your Fairfield County Auditor's Office:

Strategic Plan



The mission of the Fairfield County Auditor's Office is to perform statutory duties with excellence, integrity, and innovation while embracing outstanding internal and external customer service to continuously improve county government.

THEMES

Provide Supervisory Support & Coaching Opportunities for Team Members

Focus on Strengths & Customer Service

Improve Communication and Outreach

Improve Use of Technology and Records Management Processes

Update Financial and REA Processes to Add Value

GOALS ACHIEVED

Accomplishments:

- ✓ All-staff touch-base meetings
- ✓ All-staff survey
- ✓ Position description updates
- ✓ Inservices re: referrals and annual retreats
- ✓ Issued an office Code of Ethical Conduct
- ✓ Request by CAAO to create and host leadership conferences

Training/Development:

- ✓ Mid-term and annual performance assessments
- ✓ 1:1 meetings: Time with the County Auditor Initiative
- ✓ In-services and annual retreats
- ✓ Team building and recognition activities
- ✓ Strengths assessments
- ✓ Individualized, goal-setting coaching sessions
- ✓ Performance assessment activities supervisor training
- ✓ Received tech-credit grants
- ✓ Celebrate Women & Leadership Summit
- ✓ Members of AGA, GFOA, and CPIM - attend multiple seminars and led conferences

Awards:

- ✓ Developed a traveling trophy award: The Excellence Project

Accomplishments:

- ✓ Championed customer service standards
- ✓ Happiness Project to increase community engagement and build upon individual strengths
- ✓ Honored those with exceptional Weights & Measures practices
- ✓ Inventory assignments for efficiency and to support internal customers
- ✓ Continuity of operations plans
- ✓ Documented open meeting procedures for the TIRCs, BOR, and Budget Commission
- ✓ Met all deadlines for payroll and financial reporting
- ✓ Conducted outreach with associations and the general public (more than 60 presentations conducted)
- ✓ Provided same-day legal review for lot splits

- ✓ Record 98% CAUV apps returned prior to deadline
- ✓ Created lot splits factsheet to help with house development
- ✓ Conducted internal trainings
- ✓ Two-week onboarding training for new employees
- ✓ Conducted customer surveys
- ✓ Developed Lot Split Application
- ✓ Developed DocLink for Settlements

Training/Development:

- ✓ Conducted fraud/risk management training
- ✓ NACO Achievement Award for Board of Revision services and statewide references

Awards:

- ✓ NACO Achievement Award for Board of Revision services and statewide references

Accomplishments:

- ✓ 300 visitors to REA building during Tour of Homes
- ✓ Hosted Real Estate Summit
- ✓ Partnered with OSU Ext. for landscaping project
- ✓ Public records request response: one-day average
- ✓ Website inquiry response: one-day average
- ✓ Tripled social media presence
- ✓ Updated office directory with purpose statements and contact information
- ✓ Monthly newsletter for internal and external customers
- ✓ 60+ news releases distributed, (Up from 0 in 2021)
- ✓ Proclamations for accounting/appraising skill awareness, GIS, W&M
- ✓ Multiple Auditor fact sheets and videos
- ✓ Updated websites to provide more information for the public
- ✓ Served as subject matter experts to other counties

- ✓ Attended township, school district, and other entity meetings
- ✓ Conducted all access training
- ✓ Conducted ethics training
- ✓ Conducted mental health first aid training
- ✓ Partnered with Ohio Prisons for workforce training
- ✓ Conducted fraud/risk management training

Training/Development:

- ✓ GIS partnership with public safety to improve response times
- ✓ New informal hearing electronic scheduling option
- ✓ Electronic signature process
- ✓ Electronic option for the conveyance of property, now used more than 70% of the time
- ✓ Map of the Month initiative
- ✓ New monitoring tool for financial systems technology
- ✓ Participated in Records Commission
- ✓ Reviewed websites for ADA-compliance
- ✓ Maintained current technology for GIS users, including multiple county entities
- ✓ Managed software as a service function for financial systems to reduce down time

Accomplishments:

- ✓ GIS partnership with public safety to improve response times
- ✓ New informal hearing electronic scheduling option
- ✓ Electronic signature process
- ✓ Electronic option for the conveyance of property, now used more than 70% of the time
- ✓ Map of the Month initiative
- ✓ New monitoring tool for financial systems technology
- ✓ Participated in Records Commission
- ✓ Reviewed websites for ADA-compliance
- ✓ Maintained current technology for GIS users, including multiple county entities
- ✓ Managed software as a service function for financial systems to reduce down time
- ✓ Participated in county-wide IT group
- ✓ Cybersecurity training for team
- ✓ Implemented AI for improved motel lodging tax collections to benefit tourism

Awards:

- ✓ GIS received 1st place in the statewide Analytic Mapping Contest
- ✓ GIS showing leadership in statewide workgroup to improve digital parcels

Accomplishments:

- ✓ Intentional in-reach strategies to help internal customers
- ✓ Fact sheets to support local school districts and libraries
- ✓ New capitalization threshold and depreciation
- ✓ Waived requirements for Budget Commission formal hearings
- ✓ Participated in multiple work groups to improve countywide services
- ✓ Improved technology deliverables
- ✓ Contract monitoring tool
- ✓ Civic education tools for real estate assessment; three videos
- ✓ Updated Internal Control Manual
- ✓ Informal hearings
- ✓ Appraisal and new construction notices
- ✓ Minimum standards for conveyance of property
- ✓ Conduct of TIRC meetings, established website presence
- ✓ Efficiency of Board of Revision processes

Training/Development:

- ✓ New GASB Standards
- ✓ Payroll training activities, inter-and intra-departmentally
- ✓ Payroll onboarding processes

Awards:

- ✓ Excellence Awards for Financial and Popular Reporting
- ✓ Auditor of State Award with Distinction

HONORS...

- AGA Excellence in Government Service
- Ohio University Recognition of Distinction
- DD Partner of the Year
- Jane Johnsen Award
- Floyd Wolfe Award
- CLE Commission
- Community Choice Employer of the Year
- USA Today Top Employer
- National Award of Excellence in Financial Reporting
- National Award of Excellence in Popular Reporting
- Inaugural OU Women's Leadership Summit
- Staff featured in state and local news publications
- 1st Place Statewide Analytical Maps (GIS)
- National Compendium of GIS Best Practices
- Best Practice for Civic Outreach - Athens Advocacy
- 100% of team achieved a Certificate of High Performance Leadership for National Association of Counties (NACo)
- Dr. Carri Brown, 2023 FBI Citizenship Academy and Community Emergency Response Team training graduate
- Coronet Awards from the Fairfield County Heritage Association

PRESENTATIONS AVAILABLE

- Proper Public Purpose
- Grants 101
- Leadership Training
- Strategic Planning
- The Role of Local Government and the County Auditor

CONTACT US!

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DOC  Link

Trainings Coming Soon!

What is DocLink?

DocLink is a submission management system to simplify processes, automate workflows, and support organizational compliance, making it easier for you to work with the Auditor's Office.

How it Works

Connect with the Auditor's Office through a secured web-based solution, replacing email submissions for:

- Budget commission
- Tax settlement distributions
- Local government distributions

Get the documents you need, complete them and upload straight to our team.

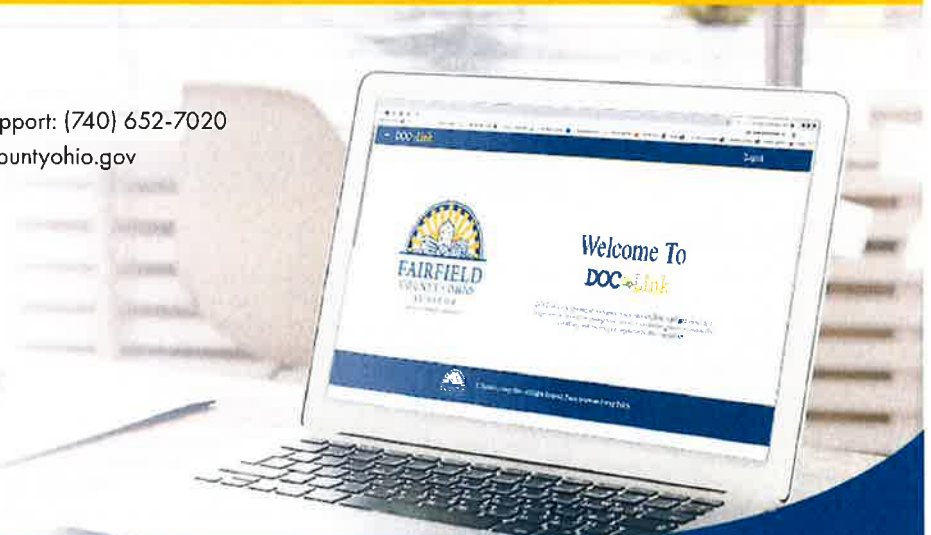
Solution Features

- Interactive dashboard
- Special announcements
- Interactive calendar with reminder notifications
- Resource/training links and documentation
- Role-based user access

Video tutorials are coming soon!

Questions?

Contact Local Government Support: (740) 652-7020
or localgovsupport@fairfieldcountyohio.gov



CONTACT US!

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Property Tax REDUCTIONS



Each Ohio County Auditor's Office is available to communicate with residents about three types of programs that can result in a lower property tax bill. Those three programs are: The Homestead Program, the Owner Occupancy Credit, and reductions of valuations based on damage or destruction.



Homestead Program Update

The main goal of the Homestead Program is to help citizens stay in their home. The program is for senior citizens and disabled Veterans. Your County Auditor administers this program on behalf of the state. The senior citizen program is means-tested or based on income, while the program for Veterans is based on a service disability.

The topic of additional improvement to the Homestead Program was discussed with members of the legislature over the past several months. **If anyone has questions about the Homestead Program, just call your County Auditor, who will go over the details with you.** View Auditors by county at www.caao.org/auditors-directory



The Owner Occupancy Credit

What is the Owner Occupancy Credit?

The Owner Occupancy Credit is a program in the state of Ohio that allows property owners who live in their property to receive a 2.5% reduction credit on the property taxes for their *primary residence*.

Who qualifies?

To receive the tax reduction on an owner-occupied home in Ohio, you must own and occupy that home as your principal place of residence on January 1 of the year you file for the reduction. A homeowner and spouse are entitled to this credit on only one home.

How do you sign up?

To enroll in the Owner Occupancy Credit Program, homeowners should indicate on their property transfer form that the property will be their main residence. You can also sign up by contacting the County Auditor's Office.



Reductions from valuation for injured or destroyed property

If your property sustained any damage or was destroyed due to fire, flood, storm, or intentional demolition, the property may qualify for a reduction in the value of the damaged portion of your home.

An application for a reduction is available at your County Auditor's Office. The application form is called a DTE Form 26.

You must file by December 31 for property that was damaged or destroyed in the first nine months of the year. For property damaged in the last three months of the year, the filing deadline is January 31 of the following year. **If you have questions, contact your County Auditor.**

CODE OF ETHICAL CONDUCT



Principle I: People FIRST. We Serve and Support the Public Interest.

WE PUT THE PUBLIC FIRST.

The public consists of citizens, taxpayers, customers, employers, employees, investors, those in the business sectors, community partners, and all who rely on the objectivity and integrity of government accountability professionals.

- We believe the public should reasonably expect those who serve government to be trustworthy.
- We have an obligation to demonstrate accountability.
- We are dedicated to open, transparent government.
- We know that we must rely on one another and treat all with respect and courtesy to serve the public interest in the best way possible.
- We treat internal customers, our team members, with care to establish the best teamwork possible.

Principle II: We Maintain the Highest Standards of Professionalism and Integrity.

We engage at the highest standards of professionalism and attain the highest levels of performance. We collaborate with each other and multiple partners to:

- Demonstrate integrity and credibility by being believable, trustworthy, straightforward and honest in performing professional services.
- Maintain professionalism by acting with the skill, good judgment, and respectful behavior expected of someone trained to do a job well.
- Perform quality services by providing the highest standards of performance.
- Perform job tasks with diligence and adherence to ethical standards and legal requirements.
- Behave with dignity and respect for others.
- Not engage in acts that are discreditable to us or our county government.

Principle III: We Remain Objective in Carrying Out Responsibilities.

We remain objective to:

- Include all stakeholder perspectives in our problem-solving.
- Have open discussion and analysis about data so that our evaluations and conclusions are supported.
- Avoid prejudice, bias, and conflicts of interest.
- Avoid activity that creates or gives the appearance of impropriety.
- Disclose to appropriate parties any improprieties that come to our attention.
- We have a zero tolerance for fraud and work hard to maintain proper internal controls and policies that reduce fraud risk.
- We have open discussions about ethics.

Mission:

To perform statutory duties of the County Auditor with excellence, integrity, and innovation while embracing outstanding internal and external customer service to continuously improve county government.

Our brand is excellence.
We Serve.
Connect.
Protect.

Why do we exist?

We provide leadership with essential financial reporting and data management services to improve accountability, trustworthiness, and credibility in the private and public sectors.

CONTACT US!

CAUV Renewal Application FACT SHEET

How to Fill Out Section Six on the CAUV Renewal Application

The Land Use Calculator (LUC) can have up to 12 different types of land listed. The total acres of each land type corresponds to a line in section 6 of the renewal application. If you agree with the breakdown on the LUC, you can use the information below to fill out section 6. Important Note: You may have to add acres from various types of land together in a single line in Section 6, as there isn't a line in Section 6 for every type of land.



Cropland:

This type refers to land used for commodity crops or hay. It would be listed on line 1 or 2 in section 6. It can also refer to land that is used for nursery stock, vegetables, apiculture, and flowers. For these types of activities, this acreage would be listed on line 6 in section 6.



Pasture:

This type refers to land used for commercial animal husbandry. This acreage would go on line 3 in section 6.



Woodland:

This type refers to wooded land, not under a timber plan. This acreage would be listed on line 4 in section 6.



Timber Plan:

This type refers to wooded land qualifying for CAUV under a timber plan. This acreage would be listed on line 5 in section 6.



Homesite:

This type refers to land on which a dwelling sits. One acre is set aside for each dwelling on a property. This acreage would be listed on line 7 in section 6, along with any Low-Intensity Residential land.



Low Intensity Residential:

This type refers to land not used for farming purposes. Most of the time it is the yard area around the dwelling. This acreage would be listed on line 7 in section 6, along with the homesite if there is one.



ROW (Right of Way):

This type refers to land along the edges of a property that borders the road. This acreage would be listed on line 8 in section 6.



Waste:

This type refers to land that is deemed unfit to be used for farming or building. This acreage would be listed on line 8 in section 6.



Pond:

This type is exactly what it sounds like. This acreage would be listed on line 8 in section 6.



Streams:

This type is exactly what it sounds like. This acreage would be listed on line 8 in section 6.



Conservation - Contract:

This type refers to land that has a contract in place for CRP/CREP/etc. from FSA. This acreage would be listed on line 9 in section 6.



Conservation - Voluntary:

This type refers to land where the owner is voluntarily protecting species at risk and their habitats. This acreage would be listed on line 10 in section 6.

If you have additional questions about how to fill out the application, please reach out to our CAUV Department.















Office Phone: 740-652-7054 • Email: CAUV@fairfieldcountyohio.gov



FAIRFIELD COUNTY THEN & NOW

2015

2024 OR MOST RECENT YEAR

159,371		Population	167,764	
\$28,099		Per Capita Income	\$38,783	
\$60,704		Median Household Income	\$82,969	
38.7 years		Median Age	39.5 years	
25.9%		Bachelor's Degree or Higher	31.1%	
4.3%		Unemployment Rate	3.1%	
\$180,500		Average Residential Sales Price	\$333,283	

The Reappraisal Process FACT SHEET



Setting a time to provide feedback about your property valuation

During a reappraisal process, some property values go up; some go down; and some stay the same. Taxes are mainly determined by voters approving tax levies. With the reappraisal, it does not necessarily mean taxes will increase the way the valuation increased. When thinking about the valuation, some may want to provide feedback about their valuation.

When providing feedback about your property valuation, some questions to consider are:

- Do you feel an error has been made in your appraisal?
- Do you feel the appraised value is more than what the property would sell for?
- Do you feel the appraisal missed something that might lower the valuation?

Property owners can appeal valuations informally or formally. Informal meetings give homeowners opportunity to meet with an appraiser and correct any mistakes or raise any questions.

Property owners also have a formal appeal route. "Board of Revision" complaints must be filed by March 31, and there are specific rules surrounding this process.

The Reappraisal Process

Because market values change over time as properties are bought and sold, Ohio law requires each home in the state go through a reappraisal process every six years. In addition, every three years, the appraisal is updated. There are six general steps in the reappraisal process:

- 1. Collection** – With reappraisals that happen every six years, the County Auditor contracts with a state registered appraisal firm to update property characteristics over approximately a two-year period. These appraisers evaluate property characteristics, such as land size/type, building size, age, condition, room counts, and other data.
- 2. Analysis** – The County Auditor's office takes care to ensure property information is correct and that each property is assessed in a fair and uniform manner. The office works to establish neighborhood boundaries then looks at historic trends and actual sales over the last three years within these boundaries to determine the estimated fair market value of properties.
- 3. Setting** – The estimated fair market value is used as the gauge when valuing property and setting the appraisal. Fair market value is defined as the most probable price each property would be estimated to sell for in an open market between a willing buyer and a willing seller, neither being under any pressure to buy or sell, and all parties having full knowledge of all relevant facts about the property.
- 4. Feedback** – When the County Auditor announces the completion of property valuations, notices are sent to homeowners and all records are made available for public inspection. Homeowners who have questions or concerns about their valuation may arrange a face-to-face meeting with a representative of the County Auditor to discuss their valuation. Homeowners are requested to submit documentation for any requested change.
- 5. Review** – Once the valuations go through the feedback process, they are sent to the state for review and validation. The state has the authority to request that each county modify their valuations if deemed necessary.
- 6. Finalization** – When the County Auditor completes the property valuations, records are made available for public inspection.

To set up a time to provide feedback about your property valuation, contact the County Auditor's Office at (740) 652-7030.

To learn more, go to: <https://www.co.fairfield.oh.us/auditor>

Generations and Their Characteristics

Silent Generation (1928-1945)

- Characteristics: Loyal, disciplined, traditional, and hardworking
- Work Traits: Prefer stability, may resist technological change, strong work ethic, respect for authority.

Baby Boomers (1946-1964)

- Characteristics: Optimistic, competitive, goal-oriented, and family-focused.
- Work Traits: Experienced leadership, value teamwork, strong sense of loyalty, often more traditional in communication styles.

Generation X (1965-1980)

- Characteristics: Independent, skeptical, tech-savvy, and respectful.
- Work Traits: Adaptable to change, comfortable with technology, value work-life balance, self-reliant, and critical thinkers.

Millennials (Gen Y, 1981-1996)

- Characteristics: Diverse, tech-dependent, socially conscious, and collaborative.
- Work Traits: Seek purpose and flexibility, value innovation and inclusivity, driven by feedback, tech-fluent, expect work-life balance.

Generation Z (1997-2012)

- Characteristics: Digital natives, entrepreneurial, realistic, and value diversity.
- Work Traits: Fast learners, multitaskers, expect instant communication, seek job flexibility, and prioritize mental health and wellbeing.

Generation Alpha (2013-2025) (emerging)

- Characteristics: Highly connected, tech-savvy from a young age, and diverse.
- Work Traits: Like to prioritize technological innovation, creativity, and personalized work environments with a strong focus on sustainability and social impact.

Each generation brings unique strengths and values to the workforce, and understanding these characteristics can help with recruitment, leadership, and team-building strategies.



Your Fairfield County Auditor's Office: JUST THE FACTS



Interning the Workforce

A good internship program for a public or private sector employer should be well-organized, structured, and provide value both to interns and the organization. Here are the key elements that contribute to a successful internship program:

1. Orientation and Onboarding

- **Comprehensive Orientation:** Initially, provide an overview of the organization, its mission, goals, and structure. Interns should understand the organizational culture and the role of their work within the larger context of services provided. With the Auditor's Office, we have slide shows and fact sheets that can be provided prior to the first day on the job.
- **Documentation and Policies:** Offer clear guidelines on expectations, workplace behavior, confidentiality agreements, and any legal or compliance issues, such as conflicts of interest or ethical considerations. For example, with the Auditor's Office, we require ethics training; this is accomplished online and can be done prior to the first day on the job.



2. Clarity with Goals and Purpose

- **Program Goals:** Define what the internship program aims to achieve, both for the interns and for the organization. This could include talent pipeline development, increasing public service awareness, or providing students with hands-on experience.
- **Learning Outcomes:** Establish specific skills or knowledge the intern should gain by the end of the program (e.g., competencies could include understanding of public policy, the production of a research paper, or demonstration of communication skills, etc.).



3. Mentorship and Supervision

- **Assigned Supervisor or Mentor:** Ensure each intern has a dedicated supervisor or mentor who provides guidance, sets expectations, and monitors progress. Mentors should also offer feedback and professional advice. One-on-one meetings have been reported as a key benefit by interns with the Auditor's Office.
- **Regular Check-ins:** Schedule periodic meetings to discuss progress, challenges, and learning experiences. With some colleges, a written report will be required if college credit is obtained, and the regular check-ins (already on the calendar at the beginning of the internship) can be helpful.

CONTACT US!

Settlements/Admin – (740) 652-7020 • Real Estate – (740) 652-7030

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Your Fairfield County Auditor's Office: JUST THE FACTS



Interning the Workforce

4. Meaningful and Varied Work Assignments

- **Relevant Tasks:** Interns should work on tasks that align with their educational background and career goals, while also contributing to the mission. These tasks can range from administrative support to research, policy analysis, community outreach, or assisting in project management.
- **Skill Development:** Interns should be given opportunities to develop both technical and essential skills, such as communication, leadership, and teamwork.



5. Professional Development and Networking Opportunities

- **Training and Workshops:** Provide opportunities for interns to learn more about operations. With the Auditor's Office, we have included workshops on government processes or association sessions about career development with the internship assignments.
- **Networking Opportunities:** Allow interns to meet and interact with various department leaders, public officials, and peers. Hosting networking events or informal meetings helps interns build professional relationships. Interns report their appreciation of invitations to public meetings and special events, too.



6. Compensation or Benefits

- **Paid vs. Unpaid:** While some internships are unpaid, offering an hourly wage through a temporary service is very much appreciated and considered equitable. Interns understand budget constraints but also believe they have value with their contributions.
- **Other Support:** Offering non-monetary benefits, such as access to professional development resources, networking events, or flexible working arrangements, can be beneficial as well.



7. Inclusive Organizational Culture

- **Supportive Environment:** Create an inclusive work environment where interns feel valued, respected, and supported. This is foundational for a positive program experience.
- **Inclusive Recruitment:** Actively recruit interns from diverse backgrounds to ensure the program is representative of communities and markets that are served.

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Your Fairfield County Auditor's Office: **JUST THE FACTS**



Interning the Workforce

8. Individual and Program Evaluation

- **Regular Feedback:** Offer ongoing feedback throughout the internship to help the intern improve and adjust. This includes performance reviews at key points during the program. This can be a regular agenda item with the scheduled one-on-one meetings.
- **Final Evaluation:** Conduct a final assessment of the intern's performance and offer constructive feedback. This can help interns understand their strengths and areas for growth.
- **Program Feedback:** After the internship ends, collect feedback from interns to learn about their experience and what work well – and where there are areas for improvement. This feedback will help refine the program for future interns.



9. Clear Pathways to Employment

- **Post-Internship Opportunities:** Consider offering exceptional interns the possibility of future employment, whether through full-time positions, additional internships, or as part of a recruitment pipeline.
- **Alumni Network:** Create a network of former interns to stay connected and continue their professional growth, which can be valuable for both the interns and the organization in terms of future collaboration.



10. Continuous Improvement

- **Use Feedback:** Adjust the program, refine processes, or enhance learning opportunities to improve future internships.
- **Monitor the Design and Track Successes:** A well-designed internship program should provide structured opportunities for learning, hands-on experience, mentorship, and career development, while fostering an inclusive, supportive work environment. These elements will help both the intern and the employer achieve long-term success.



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REGULAR AGENDA #4 - 2025
FAIRFIELD COUNTY COMMISSIONERS' OFFICE
JANUARY 28, 2025

AGENDA FOR TUESDAY, JANUARY 28, 2025

- 9:00 AM Review
- Regular Meeting
- Pledge of Allegiance
- Announcements
- Approval of Minutes for January 21, 2025
- Commissioners
- 2025-01.28.a A Resolution to Approve a Memo Receipt and Expense for Stop Loss Pool
 Sub Fund & the Self-Funded Healthcare Fund [Commissioners]
- Fairfield County Auditor- Finance
- 2025-01.28.b A Resolution to Approve to Rescind Resolution # 2025-01.14.y, A
 Resolution to Approve a Memo Receipt and Expenditure for Fairfield County Job &
 Family Services, Fund #2599 Reimbursing Fund #2018, Fairfield County JFS
 [Auditor- Finance]
- Fairfield County Court of Common Pleas
- 2025-01.28.c A Resolution to Appropriate from Unappropriated in a Major Expenditure
 Object Category for the Fairfield County Court of Common Pleas; Fund # 2852,
 Targeted Community Alternative to Prison [Common Pleas Court]
- Fairfield County Domestic Relations Court
- 2025-01.28.d A Resolution Authorizing the Approval of the Repayment of an Advance to
 the General Fund, Fund #2848 Sub Fund #8284, Justice for Families Grant
 Program [Domestic Relations Court]
- Fairfield County Engineer
- 2025-01.28.e A Resolution to Approve the Road Usage Agreement between Fairfield
 County and Ohio Power Company, a Unit of AEP [Engineer]
- 2025-01.28.f A Resolution to Approve the Annual County Highway System Mileage
 Certification for 2024 [Engineer]
- Fairfield County Facilities
- 2025-01.28.g A Resolution to Approve a Contract for the HVAC Install Services for the
 GSB RTU Project [Facilities]

Fairfield County Juvenile/Probate Court

2025-01.28.h A Resolution to Approve a Lease Agreement for the Fairfield County Juvenile Court by and between the City of Lancaster and the Board of County Commissioners [Juvenile/Probate Court]

Fairfield County Sheriff

2025-01.28.i A Resolution Authorizing the Approval of a Service Agreement by and between the Fairfield County Sheriff's Office and the Township of Violet [Sheriff]

2025-01.28.j 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]

2025-01.28.k A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Sheriff's Office; Fund 2394, CFLP Litter Enforcement [Sheriff]

South Central Major Crimes Unit

2025-01.28.l A Resolution Authorizing a Creation of a New Fund and Appropriate from Unappropriated for the Violent Crimes Reduction Grant [Sheriff - Major Crimes Unit]

2025-01.28.m A Resolution Authorizing the Approval of a Partial Repayment of an Advance to the General Fund from MCU, Fund #7864, Recovery Ohio Grant [Sheriff - Major Crimes Unit]

2025-01.28.n A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category, Fund #7864 [Sheriff - Major Crimes Unit]

2025-01.28.o A Resolution Authorizing an Account-to-Account Transfer, Fund #7864, Sub Fund #8289, Recovery Ohio FY21 Grant [Sheriff - Major Crimes Unit]

2025-01.28.p A Resolution Authorizing the Approval of an Advance from the General Fund to Fund #7858, Sub Fund #8360, Comprehensive Opioid, Stimulant, and Substance Abuse Grant [Sheriff - Major Crimes Unit]

Fairfield County Utilities Department

2025-01.28.q A Resolution Authorizing Fund-to-Fund Transfers from the Water Fund #5046 to Funds #5534, #5556, #5776, #5818, #5823, and #5849, Debt Service Payments for 2025 [Utilities]

2025-01.28.r A Resolution Authorizing Fund-to-Fund Transfer from the Greenfield Water Fund #5841 to #5846, Debt Service Payments for 2025 [Utilities]

2025-01.28.s A Resolution Authorizing a Fund-to-Fund Transfer from Greenfield Sewer Fund #5842 to #5847, Debt Service Payments for 2025 [Utilities]

2025-01.28.t A Resolution Authorizing Fund-to-Fund Transfers from the Sewer Fund #5044 to Funds #5533, #5554, #5776, #5817, and #5823 Debt Service Payments for 2025 [Utilities]

Payment of Bills

2025-01.28.u A Resolution Authorizing the Approval of Payment of Invoices for Departments that Need Board of Commissioners' Approval [Commissioners]

The Next Regular Meeting is Scheduled for February 4, 2025, 7:00 p.m., in the Commissioners' Hearing Room

Adjourn

Investment Advisory Committee, 10:30 a.m.

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

Review Meeting

The Commissioners met at 9:00 a.m. at 210 E. Main St., Lancaster, OH. Commissioner Fix called the meeting to order, and the following Commissioners were present: Jeff Fix and David Levacy. County employees present: County Administrator, Aundrea Cordle; Clerk to the Board of Commissioners, Rochelle Menningen; Communications & Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; JFS Director, Corey Clark; IT Director, Dan Neeley; EMA & Facilities Director, Jon Kochis; Economic & Workforce Development Director, Rick Szabrak; Utilities Director, Tony Vogel; Assistant Prosecuting Attorney, Amy Brown-Thompson; Auditor, Dr. Carri Brown; Recorder, Lisa McKenzie; Treasurer, James Bahnsen; Sheriff's Deputy, Kevin Romine; and FCFC Manager, Tiffany Wilson. Also in attendance: Jerry Starner.

Virtual attendees: Tony Vogel, Lori Hawk, Michael Kaper, Bryan Everitt, Barb Martin, Shannon, Jeff Barron, Deborah, Shelby Hunt, Jessica Murphy, Marcy Fields, Jeremiah Upp, Lynette Barnhart, Ashley Arter, Lyne Kennedy-Starner, BGM, Stacy Hicks, Steven Darnell, Tiffany Daniels, Greg Forquer, Lisa, Andy Boystel, Park Russell, Tony Howard, Jared Collins, Brian Wolfe, Nikki Drake, K James, and Ryan.

Welcome

Commissioner Fix opened the meeting by welcoming everyone in attendance and spoke about the importance of January 20th, which included the observance of Martin Luther King, Jr. Day, The Inauguration of our 45th and 47th President, and the college football national championship game between the OSU Buckeyes and Notre Dame.

Public Comments

Jerry Starner of Amanda Township stated the Carnation Solar project is close to his home. He added that many county residents may not be fully aware of the proposed solar projects, but those in his area are very aware. He understands the concerns regarding property rights but added that he does not think the rights of others should impact his own property rights.

Commissioner Fix stated that the Commissioners do not typically address public comments but wanted to explain to Mr. Starner that the Board's responsibility is to all residents of the county. The idea that the entire county is opposed to the solar projects is not accurate. It does not mean that the Commissioners do not care about the opinions of those who have voiced opposition, but the Commission does not want to make a definitive decision which will make an impact on everyone before the hearing. We have constituencies that are very concerned and in opposition of industrial solar and others who are in favor or are not concerned.

Legal Update

None.

County Administration Update

- *The County Administration Update was provided by County Administrator, Aundrea Cordle, unless otherwise noted.*

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

Week in Review

February 4, 2025, Commissioners' Review and Regular Meeting

The Commissioners' first evening meeting for 2025 will be on February 4th. The meeting will be in the Commissioners' Hearing Room at 7:00 p.m.

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals.

Resolution Review

There are 16 resolutions on the agenda for the Regular voting meeting.

Resolutions of note:

- The Auditor's Office provided a resolution to rescind four resolutions for Utilities from January 14th. This is due to an error in the identified object number.
- A resolution to reimburse the General Fund for the 2% administration for the management of the Self-Insurance Program Fund. The 2% for the fourth quarter of 2024 equals \$92,308.63.
- A resolution from Economic and Workforce Development approving the appointment of Ms. Chelsie Huffman to the Area 20 Workforce Development Board.
- A resolution from FCFC approving the repayment of an advance from Fund #7521, Sub Fund #8195, the fund for the Safe Communities Grant.
- And a resolution from Utilities to approve a reimbursement of the share of costs for the contract with Maximus for the cost allocation plan. This resolution reimburses the General Fund.

Administrator Cordle stated the Utilities department is the only department that participates in cost sharing with Maximus and that they are looking at ways to have other agencies participate in costs.

Budget Review

- Budget Director, Bart Hampson, stated that all ARP requirements had been met.

Calendar Review/Invitations Received

Items Requiring Response

Informational Items

- 9-1-1 Committee Meeting, January 23, 2025, 6:00 p.m., Fairfield County Sheriff's Office, 345 Lincoln Ave., Lancaster
- Yellow Bud Solar Project Facility Tour for County Officials, January 24, 2025, 10:00 a.m., Pickaway/Ross County

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

- Ohio Power Siting Board, Eastern Cottontail Solar Project Public Hearing, January 27, 2025, 4:45 p.m., Pleasantville Elementary School, 300 W. Columbus St., Pleasantville
- The State of Pickerington, March 6, 2025, 11:00 a.m., Grace Fellowship, 1449 Refugee Rd., Pickerington

Correspondence

- Correspondence from the Office of the County Auditor
- Email and Press Release from the Governor of Ohio and his Office of Workforce Transformation, January 16, 2025, titled "Ohio Partners with Anduril to "Rebuild the Arsenal" for Essential National Security Needs"
- Correspondence Regarding Industrial Solar
- Email, Clayton Baltzer, Geneva Hills Executive Director, January 16, Subject: Working Together to Improve Child and Family Resources in Fairfield County
- County Commissioners Association of Ohio, 2024 Annual Report

Director Szabrak spoke about Anduril, a manufacturer of autonomous systems, and stated that the manufacturer is eager to start production and will add 4000 jobs at their facility. The proximity of the facility to the county will bring lots of opportunities to the northwest area of Fairfield County.

Commissioner Fix stated that conversations continue regarding sites in Fairfield County that could be hubs for suppliers to Intel and Anduril. He met with MORPC to discuss a connector from 33 to I-70. He added that the county is in a great location and that there is a lot of interest from companies to bring additional industry to Fairfield County.

Updates from Elected Officials and Department Heads

Treasurer Bahnsen stated that real estate tax bills are in production and will be sent out soon.

Auditor Brown stated she has been impressed by the collaboration with the Treasurer's Office on the tax bills. She congratulated Curt Truax from her office who had been promoted to Map Room Manager. She stated the 2024 Map of the Year was the Mound Builders Map and thanked the payroll team for getting the W2's out in record time and the finance team for processing more than 1100 invoices.

Mr. Szabrak touched on the workforce board and added that they will be heavily involved in the hiring for Anduril.

Commissioner Fix asked if there are any county facilities that are negatively impacted by the cold temperatures.

Mr. Kochis stated that the Courthouse and Hall of Justice buildings are particularly susceptible to cold temperatures and added that there are four county HVAC systems currently experiencing issues. He also reported that the Facilities team and IT are working on a new process regarding doors and the scheduling of rooms.

Mr. Neeley stated the project to replace access control door readers has started and his team is working with the contractor to swap out the readers.

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

Mr. Clark stated that Jon Honeck was appointed as the Executive Director for the Ohio Job & Family Services Directors' Association (OJFSDA).

Commissioner Fix stated he has spent a lot of time with Jon Honeck on the CCAO board and thinks he will be a wonderful addition for OJFSDA.

Old Business

Commissioner Fix reported he had a meeting with the Liberty Township trustees to discuss working with the Village of Baltimore.

New Business

Commissioner Levacy stated Lieutenant Governor Husted was appointed as the new senator to replace J.D. Vance. He hopes that Governor DeWine will appoint someone as worthy as the former Lieutenant Governor to the position.

Regular (Voting) Meeting

The Commissioners met at 9:00 a.m. at 210 E. Main St., Lancaster, OH. Commissioner Fix called the meeting to order, and the following Commissioners were present: Jeff Fix and David Levacy. County employees present: County Administrator, Aundrea Cordle; Clerk to the Board of Commissioners, Rochelle Menningen; Communications & Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; JFS Director, Corey Clark; IT Director, Dan Neeley; EMA & Facilities Director, Jon Kochis; Economic & Workforce Development Director, Rick Szabrak; Utilities Director, Tony Vogel; Assistant Prosecuting Attorney, Amy Brown-Thompson; Auditor, Dr. Carri Brown; Recorder, Lisa McKenzie; Treasurer, James Bahnsen; Sheriff's Deputy, Kevin Romine; and FCFC Manager, Tiffany Wilson. Also in attendance: Jerry Starnier.

Virtual attendees: Tony Vogel, Lori Hawk, Michael Kaper, Bryan Everitt, Barb Martin, Shannon, Jeff Barron, Deborah, Shelby Hunt, Jessica Murphy, Marcy Fields, Jeremiah Upp, Lynette Barnhart, Ashley Arter, Lyne Kennedy-Starnier, BGM, Stacy Hicks, Steven Darnell, Tiffany Daniels, Greg Forquer, Lisa, Andy Boystel, Park Russell, Tony Howard, Jared Collins, Brian Wolfe, Nikki Drake, K James, and Ryan.

Announcements

None.

Approval of Minutes for January 14, 2025

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the Minutes for the Tuesday, January 14, 2025, meeting.

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Commissioners

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Commissioners:

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

2025-01.21.a A resolution to appropriate from unappropriated into a major expense category for fund # 2736, Subfund#8364 – FY2025 CFLP Grant – Fairfield County Commissioners

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Auditor - Finance

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Auditor - Finance:

2025-01.21.b A Resolution to Approve to Rescind Resolution # 2025-01.14.cc, #2025-01.14.dd, #2025-01.14.ee, #2025-01.14.ff

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Auditor - Payroll

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Auditor – Payroll:

2025-01.21.c A resolution authorizing a memo expense memo receipt for the General Fund 2% administration fee for managing the county self-insurance program, Fund# 5376 TO GENERAL #1001 - Fairfield County Auditor

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from Fairfield County Economic & Workforce Development

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from Fairfield County Economic & Workforce Development:

2025-01.21.d A Resolution to Approve the Appointment of Ms. Chelsie Huffman to the Area 20 Workforce Development Board

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Emergency Management Agency

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Emergency Management Agency:

2025-01.21.e A resolution authorizing an EMA fund to fund transfer

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

**Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025**

Approval of Resolutions from the Fairfield County Engineer

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Engineer:

- | | |
|--------------|--|
| 2025-01.21.f | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for repairs and maintenance. |
| 2025-01.21.g | A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category Fund #3445, ODOT Projects for Intersection Improvements ODOT – 110862 |

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Family and Children First Council

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Family and Children First Council:

- | | |
|--------------|--|
| 2025-01.21.h | A resolution authorizing the approval of repayment of an advance to the General Fund – Fund #7521, Sub fund #8195 Safe Communities Grant |
|--------------|--|

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from Fairfield County Job and Family Services

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from Fairfield County Job and Family Services:

- | | |
|--------------|--|
| 2025-01.21.i | A resolution to approve a memo exp./ memo receipt for the costs of Bus Passes paid to Lancaster-Fairfield Public Transit as a memo expenditure for fund# 2072 Public Children's Services |
|--------------|--|

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of Resolutions from the Fairfield County Juvenile & Probate Court

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Juvenile & Probate Court:

- | | |
|--------------|--|
| 2025-01.21.j | A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Juvenile Court; Fund # 2317 Computer Fund |
| 2025-01.21.k | A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Juvenile Court; Fund # 8209 ATP Sub Fund to Drug Ct #2408 |
| 2025-01.21.l | A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 2036 DYS |

Regular Meeting #3 - 2025
Fairfield County Commissioners' Office
January 21, 2025

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the Fairfield County Sheriff

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the Fairfield County Sheriff:

2025-01.21.m A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Sheriff's Office; Fund 1025, Furtherance of Justice

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from the South Central Major Crimes Unit

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from the South Central Major Crimes Unit:

2025-01.21.n A resolution authorizing the approval of an advance from the general fund to MCU – Fund 7864 (Sub fund 8359) Recovery Ohio 2024

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of a Resolution from Fairfield County Utilities

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution from Fairfield County Utilities:

2025-01.21.o A Resolution to Approve a Reimbursement for the Share of Costs as a Memo Expenditure for Funds #5044, 5046, 5842 & 5841

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Approval of the Payment of Bills

On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to approve the following resolution for the Payment of Bills:

2025-01.21.p A Resolution Authorizing the Approval of Payments of Vouchers Without Appropriate Carry-Over Purchase Orders and the Cash Disbursement for Departments that are Approved by the Commissioners

Roll call vote of the motion resulted as follows:
Voting aye thereon: David Levacy and Jeff Fix

Adjournment

With no further business, On the motion of David Levacy and the second of Jeff Fix, the Board of Commissioners voted to adjourn at 9:34 a.m.

A resolution to approve a memo receipt and expense for Stop Loss Pool Subfund & the Self-Funded Healthcare Fund

WHEREAS, the Fairfield County Risk Committee agreed to fund the stop loss pool subfund quarterly based on the NFP Analytics report; and

WHEREAS, the Fairfield County Risk Committee also agreed to reimburse the Self-funded Health Insurance fund by quarterly based on the NFP Analytics report; and

WHEREAS, memo receipt and memo expenditures will allow proper accounting for the quarterly reports.

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

Section 1: That the Fairfield County Auditor reflect the following memo receipt for the Stop Loss Pool Subfund:

12537601 434000 charges for services \$ 119,713.30

This amount represents monies the cash receipt from the Self-Funded Healthcare Fund for based on the NFP Analytics report; see attached.

Section 2: That the Fairfield County Board of Commissioners approves the following expenditure for the monies transferred from the Self-Funded Healthcare Fund for a cash transaction to the Stop Loss Pool Subfund.

Account: 12537600 580126 stop loss admin
Amount: \$ 119,713.30

Section 3: That the Fairfield County Auditor reflect the following memo receipt for the Self-Funded Health Insurance fund:

12537600 439004 reimb. to self-funded health \$ 39,948.05

This amount represents monies the cash receipt from the Stop Loss Pool Subfund based on the NFP Analytics report; see attached.

2025-01.28.a

A resolution to approve a memo receipt and expense for Stop Loss Pool Subfund & the Self-Funded Healthcare Fund

Section 4: That the Fairfield County Board of Commissioners approves the following expenditure for the monies transferred from the Stop Loss Pool Subfund for a cash transaction to the Self-Funded Health Insurance Fund.

Account: 12537601 580126 stop loss admin

Amount: \$ 39,948.05

Knisley, Staci A

From: Justavick, Susan <susan.justavick@nfp.com>
Sent: Thursday, January 23, 2025 7:39 AM
To: Knisley, Staci A; Porter, Jeffrey David; Watson, Abby I; Hampson, Bart A
Cc: Hubben, Kate; Besenfelder, Patricia; Fox, Anna
Subject: RE: [E] Fairfield County - 2024 4th Quarter Internal Stop Loss

Good Morning Staci,

Yes, the amount of \$119,713.30 is to be deposited into the Internal Stop Loss Fund. It is premium collected.

The amount of \$39,948.05 represents stop loss expenses and is to be deposited into the health insurance fund to cover claims that exceeded the \$250K individual stop loss threshold.

Please let me know if you have any questions.

Sincerely,

Susan Justavick

Assistant Vice President, Consultant

Corporate Benefits

NFP, an Aon company

6450 Rockside Woods Blvd S. | Suite 250 | Cleveland, OH 44131

P: 216.264.2712 | M: 216-978-1464 | F: 216.816.0035 | susan.justavick@nfp.com | nfp.com

Insurance services provided through NFP Corporate Services (OH), Inc., a subsidiary of NFP Corp.

Upcoming PTO – 01/23/2025 & 01/24/2025

From: Knisley, Staci A <staci.knisley@fairfieldcountyohio.gov>
Sent: Thursday, January 23, 2025 7:06 AM
To: Justavick, Susan <susan.justavick@nfp.com>; Porter, Jeffrey David <jeffrey.porter@fairfieldcountyohio.gov>; Watson, Abby I <abby.watson@fairfieldcountyohio.gov>; Hampson, Bart A <bart.hampson@fairfieldcountyohio.gov>
Cc: Hubben, Kate <kate.hubben@nfp.com>; Besenfelder, Patricia <persha.besenfelder@nfp.com>; Fox, Anna <anna.fox@nfp.com>
Subject: RE: [E] Fairfield County - 2024 4th Quarter Internal Stop Loss

ATTENTION - EXTERNAL EMAIL - The sender of this email is EXTERNAL to our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Just to confirm, this is for deposit to the stoploss pool fund of \$119,713.30. There is no reimbursement to the health insurance fund, correct?

From: Justavick, Susan <susan.justavick@nfp.com>
Sent: Wednesday, January 22, 2025 4:08 PM
To: Porter, Jeffrey David <jeffrey.porter@fairfieldcountyohio.gov>; Watson, Abby I <abby.watson@fairfieldcountyohio.gov>; Hampson, Bart A <bart.hampson@fairfieldcountyohio.gov>; Knisley, Staci A <staci.knisley@fairfieldcountyohio.gov>
Cc: Hubben, Kate <kate.hubben@nfp.com>; Besenfelder, Patricia <persha.besenfelder@nfp.com>; Fox, Anna

<anna.fox@nfp.com>

Subject: [E] Fairfield County - 2024 4th Quarter Internal Stop Loss

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Jeff, Abby, Staci, and Bart,

Attached is the Group Stop Loss Pool report for the fourth quarter of 2024. Here are the key details:

- **Total Deposit:** \$119,713.30
- **Claims Breaching \$250,000 Stop Loss:** \$39,948.05

Please don't hesitate to reach out if you have any questions or need further clarification.

Sincerely,

Susan Justavick

Assistant Vice President, Consultant

Corporate Benefits

NFP, an Aon company

6450 Rockside Woods Blvd S. | Suite 250 | Cleveland, OH 44131

P: 216.264.2712 | M: 216-978-1464 | F: 216.816.0035 | susan.justavick@nfp.com | nfp.com

Insurance services provided through NFP Corporate Services (OH), Inc., a subsidiary of NFP Corp.

Upcoming PTO – 01/23/2025 & 01/24/2025

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FAIRFIELD COUNTY

Internal Stop Loss Pool Tracking

INCOME

Income

Fund Deposit	\$2,000,000
2023 Adjustment	\$143,558

12/31/2023 Balance \$2,143,558

2024

Jan-24	\$38,524.18
Feb-24	\$38,494.30
Mar-24	\$39,034.39
Apr-24	\$39,049.33
May-24	\$39,187.61
Jun-24	\$39,281.07
Jul-24	\$40,183.54
Aug-24	\$40,383.49
Sep-24	\$40,689.93
Oct-24	\$40,105.02
Nov-24	\$39,501.35
Dec-24	\$40,106.93
Total	\$474,541.14

2024 Income \$474,541

Total Income \$2,618,099

EXPENSE

(Claims reimbursed based on Internal Corridor)

Claims	Medical	Rx	Total	Expense
Internal ISL '24	\$250k-\$499k			
Jan-24	\$0.00	\$0.00	\$0.00	
Feb-24	\$0.00	\$0.00	\$0.00	
Mar-24	\$0.00	\$0.00	\$0.00	
Apr-24	(\$12,116.92)	(\$25.05)	(\$12,141.97)	
May-24	(\$4,250.69)	(\$114.71)	(\$4,365.40)	
Jun-24	(\$2,656.12)	(\$50,096.26)	(\$52,752.38)	
Jul-24	(\$956.03)	(\$66,176.11)	(\$67,132.14)	
Aug-24	(\$38,398.22)	(\$65,829.57)	(\$104,227.79)	
Sep-24	(\$4,010.87)	(\$24,197.85)	(\$28,208.72)	
Oct-24	(\$848.11)	(\$0.89)	(\$849.00)	
Nov-24	(\$829.31)	\$0.00	(\$829.31)	
Dec-24	(\$38,269.74)	\$0.00	(\$38,269.74)	
Total	(\$102,336.01)	(\$206,440.44)	(\$308,776.45)	

2024 Expenses -\$308,776

2024 Loss Ratio 65.1%

Prior Fund Balance	\$2,143,557.50
Current Fund Balance	\$165,764.69
ALL FUND Balance	\$2,309,322.19
Overall Loss Ratio	21.43%

FAIRFIELD COUNTY

Internal Stop Loss Pool Tracking

CONTRACT COUNTS Income Based on:

CC	Single	Family	Total
Internal Fee 2024	\$14.94	\$61.67	
Jan-24	267	560	827
Feb-24	265	560	825
Mar-24	264	569	833
Apr-24	265	569	834
May-24	266	571	837
Jun-24	264	573	837
Jul-24	279	584	863
Aug-24	280	587	867
Sep-24	284	591	875
Oct-24	282	582	864
Nov-24	287	571	858
Dec-24	278	583	861
Total	3,281	6,900	10,181

Resolution No. 2025-01.28.a

A Resolution to Approve a Memo Receipt and Expense for Stop Loss Pool Sub Fund & the Self-Funded Healthcare Fund

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A Resolution to Approve to Rescind Resolution # 2025-01.14.y, A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018 - Fairfield County JFS

WHEREAS, Fairfield County Auditor's Office, on behalf of Fairfield County Job & Family Services, asks that Resolution # 2025-01.14.y be rescinded due to not having enough cash to complete transaction.

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

Section 1. That the Fairfield County Board of County Commissioners approves to rescind Resolution # 2025-01-14.y.

Prepared by: Meagen Bowland
cc: Morgan Fox & Brandi Downhour, Fairfield County Job & Family Services

A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018

WHEREAS, Resolution 04.06.29.ff authorized the establishment of a Workforce Investment Act Fund, #2599, and

WHEREAS, costs attributed to the WIA fund have been expended from the PA fund, #2018, and

WHEREAS, the WIA fund has received funds to cover these costs and such funds have been deposited in the WIA fund as required, and

WHEREAS, it is necessary for the public assistance fund (2018) to recover the costs from the WIA fund (2599).

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

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

12201807-434009 (Reimbursement from WIOA) \$214,010.70 (June 2024 through Nov 2024)

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

Memo expenditure as referenced in supporting documentation:

Vendor: 06396 Job and Family Services

Account: 12259907 900000 Reimburse public assistance

Amount: \$214,010.70

Subject to final quarterly reconciliation from ODJFS

Prepared by Morgan Fox, Fiscal Officer

	WIOA to PA Shared	Owed to PA Fund	Paid to PA Fund	Balance	Notes		ADULT	DW	CCMEP YOUTH IN	CCMEP YOUTH OUT	CCMEP YOUTH OUT WORK EXP	RESEA	TOTAL OWED
	2024						2024						
	Jan-24	\$ 9,024.87	\$ 32,985.94	\$ 19,630.46	Resolution 01.30.k	\$9,024.87	\$2,255.20			\$1,129.63		\$5,640.04	\$2,255.20
	Feb-24	\$ 9,119.31		\$ 28,749.77	-	\$9,119.31	\$2,278.80			\$1,141.44		\$5,699.07	\$2,278.80
Reimb w/out March numbers (Dec, Jan, Feb)	Mar-24	\$ 9,634.16	\$ -	\$ 38,383.93	0	\$9,634.16	\$2,407.46			\$1,205.89		\$6,020.81	\$2,407.46
	Apr-24	\$ 19,588.94	\$ 31,075.31	\$ 26,897.56	Resolution 2024-04.09.l	\$19,588.94	\$4,899.40	\$0.00	\$2,447.54	\$6,121.00	\$0.00	\$6,121.00	\$7,346.94
	May-24	\$ 28,489.49		\$ 55,387.05		\$28,489.49	\$7,125.52	\$0.00	\$3,559.61	\$8,902.18	\$0.00	\$8,902.18	\$10,685.13
Reimb w/out June numbers (Mar, Apr, May)	Jun-24	\$ -	\$ 57,712.59	\$ (2,325.54)	Resolution 2024-06.11.dd	\$19,954.38	\$4,990.80	\$0.00	\$2,493.20	\$6,235.19	\$0.00	\$6,235.19	\$7,484.00
	Jul-24	\$ -		\$ (2,325.54)		\$33,494.04	\$7,729.71	\$1,289.68	\$1,289.68	\$10,304.89		\$12,880.08	\$10,309.07
	Aug-24	\$ -		\$ (2,325.54)		\$33,962.61	\$7,837.85	\$1,307.71	\$1,307.71	\$10,449.06		\$13,060.28	\$10,453.27
Reimb w/out Sep numbers (June, Jul, Aug)	Sep-24	\$ -	\$ 87,411.03	\$ (89,736.57)	0	\$33,343.78	\$7,695.02	\$1,283.90	\$1,283.90	\$10,258.67		\$12,822.29	\$10,262.82
	Oct-24	\$ -		\$ (89,736.57)		\$36,150.89	\$2,494.77	\$3,740.05		\$7,480.07		\$22,436.00	\$6,234.82
	Nov-24	\$ -		\$ (89,736.57)		\$57,105.00	\$3,940.81	\$5,907.87		\$11,815.76		\$35,440.56	\$9,848.68
Reimb w/out Dec numbers (Sep, Oct, Nov)	Dec-24	\$ -	\$ 126,599.67	\$ (216,336.24)		\$37,028.40	\$2,555.33	\$3,830.83		\$7,661.64		\$22,980.60	\$6,386.16
	Total	\$ 75,856.77	\$ 335,784.54	N/A	Totals	\$326,895.87	\$56,210.67	\$17,360.04	\$12,381.64	\$82,705.42		\$158,238.10	\$85,952.35

Signature Page

Resolution No. 2025-01.14.y

A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018

(Fairfield County Job and Family Services)

Upon the motion of Commissioner David L. Levacy, seconded by Commissioner Jeffrey M. Fix, this resolution has been Adopted:

Voting:

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

Board of County Commissioners
Fairfield County, Ohio

CERTIFICATE OF CLERK

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



Rochelle Menningen
Board of County Commissioners
Fairfield County, Ohio

Signature Page

Resolution No. 2025-01.28.b

A Resolution to Approve to Rescind Resolution # 2025-01.14.y, A Resolution to Approve a Memo Receipt and Expenditure for Fairfield County Job & Family Services, Fund #2599 Reimbursing Fund #2018, Fairfield County JFS

(Fairfield County Auditor- Finance)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A Resolution to appropriate from Unappropriated in a Major Expenditure Object Category for the Fairfield County Court of Common Pleas; Fund # 2852, Targeted Community Alternative to Prison.

WHEREAS, additional appropriations are needed in the major expenditure object category for fund 2852, Targeted Community Alternatives to Prison; and

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

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

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

\$236,340.82; 12285203, Contractual Services

Prepared by: Brian Wolfe

**Appropriate from Unappropriated
For Auditor's Office Use Only:**

\$236,340.82

12285203; 530000; Contractual Services

Resolution No. 2025-01.28.c

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for the Fairfield County Court of Common Pleas; Fund # 2852, Targeted Community Alternative to Prison

(Fairfield County Court of Common Pleas)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

**A resolution authorizing the approval of repayment of an advance to the General Fund – Fund # 2848 SubFund # 8284 Justice for Families Grant Program.
[Domestic Relations Court]**

WHEREAS, Fund #2848 SubFund # 8284 – Justice for Families Grant Program; and

WHEREAS, an advance was approved on September 28, 2021, Resolution 2021.09.28.g; and

WHEREAS, the monies have been collected and deposited to make repayment to the General Fund Advance.

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

Section 1. Request that the Fairfield County Auditor repay the following advance:

DEBIT: 8284 090001 Justice for Families Advances Out <\$35,000.00>

CREDIT: 1001 223000 General Fund Advances In +\$35,000.00

Prepared by: Lori L. Lovas
cc: Domestic Relations Court
Commissioners' Office

Signature Page

Resolution No. 2025-01.28.d

A Resolution Authorizing the Approval of the Repayment of an Advance to the General Fund, Fund #2848 Sub Fund #8284, Justice for Families Grant Program

(Fairfield County Domestic Relations Court)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution to approve the Road Usage Agreement between Fairfield County and Ohio Power Company, a unit of AEP

WHEREAS, Ohio Power Company, a unit of AEP (AEP); 8500 Smiths Mill Road; New Albany, OH 43054 requests to construct and operate an overhead electric power line within Fairfield County, Ohio, and

WHEREAS, AEP, along with their subcontractors, request to install temporary access drives at road crossings for construction of said overhead electric power lines, and

WHEREAS, AEP, along with their subcontractors, request to travel county and township roadways with oversized/overweight vehicles to assist with the construction of said electric power lines, and

WHEREAS, AEP, will be required to complete permit applications prior to any construction or hauling on county and township roadways, and

WHEREAS, AEP, who will perform the above-mentioned services, shall be bonded for \$3,990,070.00 at the advice of the County Engineer, to cover possible destruction of county and township property, and

WHEREAS, the County Engineer feels that due to the size of this construction project, a Road Usage Agreement be executed to cover any damage that could be sustained to county and township roads, bridges, and culverts, and

WHEREAS, this Agreement requires the approval and signatures of the Fairfield County Board of Commissioners.

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

SECTION 1: that this Board of Commissioners resolves to, and does hereby, approve and sign the attached Agreement between Fairfield County and AEP.

2025-01.28.e

A resolution to approve the Road Usage Agreement between Fairfield County and Ohio Power Company, a unit of AEP

SECTION 2: that the Clerk for this Board return the signed Agreement together with this Resolution to the County Engineer for further processing.

Prepared by: Cheryl Downour
cc: Engineering Office

**FAIRFIELD COUNTY, 01110
ROAD USAGE AGREEMENT**

This Agreement is made and entered into as of this _____ day of _____, 20____ by and between the County of Fairfield County, Ohio ("County") acting by and through its Board of County Commissioners, and Ohio Power Company, an Ohio Corporation, a unit of AEP ("AEP").

RECITALS:

WHEREAS, AEP is an Ohio Corporation, a public utility duly authorized to conduct business and duly registered in the State of Ohio; and

WHEREAS, AEP will construct and operate an overhead electric power line ("W Lancaster-S Baltimore-W Millersport -W Millersport Project") which includes construction within Fairfield County, Ohio; and

WHEREAS, in the prosecution of the W Lancaster-S Baltimore-W Millersport Project, AEP and its contractors and assigns will require and must obtain from the County special hauling permits for vehicles intended to be operated on Fairfield County roads; and

WHEREAS, in the prosecution of the W Lancaster-S Baltimore-W Millersport Project, AEP and its contractors and assigns will require and must obtain from the County road crossing permits for work performed within the Fairfield County road rights-of-way; and

WHEREAS, the County requires AEP, as a condition of the issuance of such special hauling permits and road crossing permits, to enter into this agreement to compensate for or to repair damage caused to roadways by travel under the permits. AEP disputes this requirement but agrees to the terms herein to ensure that adequate electric power can be maintained to the residents of Fairfield County.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration hereby acknowledged, it is agreed as follows:

1. **Notification to County in Advance.**

- a) To supplement any applications for special hauling that may be issued incident to the W Lancaster-S Baltimore-W Millersport Project, AEP covenants that the Fairfield County Engineer will

be notified by AEP no less than seventy-two(72) hours in advance of the start of the project in writing 1) of the number of vehicles AEP anticipates will require special hauling permits and will be operated on roadways in Fairfield County, not maintained by the State of Ohio, by AEP and its contractors and assigns, and 2) by use of the Permit Application to Move Oversized/Overweight Vehicles, as found on the Fairfield County Engineer's website (<https://www.fairfield.co.oh.us/Engineer>) , of any Oversized or overweight vehicles that will be operated on Fairfield County roadways, not maintained by the State of Ohio.

b) To supplement any applications for road crossings that may be issued incident to the W Lancaster-S Baltimore-W Millersport Project, AEP covenants that the Fairfield County Engineer will be notified by AEP no less than seventy-two (72) hours in advance in writing 1) by use of the Permit Application to Utilize County Road Right-of-Way, as found on the Fairfield County Engineer's website (<https://www.fairfield.co.oh.us/Engineer>) , of any work performed within the Fairfield County road rights-of-way not maintained by the State of Ohio.

2. Roadway Damage. AEP hereby agrees to be responsible for any and all damage to public roads and bridges, including but not limited to drainage ditches, culverts, guardrails, signs, and other transportation structures or appurtenances (collectively referred to as "roadway") in Fairfield County, Ohio, proximately caused by or proximately resulting from the W Lancaster-S Baltimore-W Millersport Project. AEP shall immediately notify the Fairfield County Engineer in writing of any damage caused by AEP or any of its contractors, subcontractors, or agents to any roadway in Fairfield County, Ohio.

3. Roadway Damage Costs. AEP agrees within forty five (45) days of receipt of the County's written and substantiated request, to be sent to Julie Mott, Right of Way Agent Ohio Power Company, 8500 Smiths Mill Rd, New Albany, Ohio 43054, to reimburse the County for any maintenance or repair costs incurred by the County as a result of damage to the roadway(s) proximately caused by AEP or its agents, subcontractors, or licensees, or proximately resulting from any work undertaken in connection with the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio. AEP further agrees within forty- five (45) days of receipt of the County's written and substantiated request to reimburse the County for any cost or expense incurred by the County to restore said roadways at the completion of or, if the County reasonably deems it necessary, during the course of the construction of the W Lancaster-S Baltimore-W Millersport Project in Fairfield County so as to place said roadways in a condition at least equal to the condition of said roadways at the time of inception of the usage of such roadway(s) by AEP or its agents, subcontractors, or licensees. AEP will not unreasonably delay or deny payment as requested by the Fairfield County Engineer. Should AEP refuse to pay, delay payment beyond forty five (45) days of its receipt of the County's written request for

payment, unreasonably challenge or contest payment, or deny payment as requested by the Fairfield County Engineer pursuant to this Section 3, and it is determined by the County Engineer and the County Prosecutor that AEP is responsible for said payment, the County Prosecutor shall Contact AEP internal Legal Counsel and request payment. If the parties cannot work out resolution of the payment issues the matter will be submitted to mediation.

Snow removal and ice control on County roadways shall remain the responsibility of the County Engineer.

In the event the County performs repairs, maintenance, and/or restorations on roadways utilized by AEP or its agents, subcontractors, or licensees as a result of damage proximately caused from any work undertaken in connection with the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio, by AEP or its contractors, subcontractors, or agents, then AEP shall pay the County for labor and materials utilized by the County Engineer for road maintenance or repair, at cost of materials plus the actual cost and expense for labor associated with the repair, maintenance, or restoration.

Full payment shall be made by AEP to the Fairfield County Engineer's Motor Vehicle Fund or other appropriated fund source as directed by the Fairfield County Engineer within forty- five (45) days of the receipt by AEP, or any of its agents, of a substantiated invoice from the County for any such repair, maintenance, or restoration work.

4. Roadway Signage. The Fairfield County Engineer shall post appropriate signage, or in the interim barricades, warning motorists of damage to roadways and other conditions affecting travel.

5. Roadway Restrictions. AEP and its contractors, subcontractors, employees, licensees, representatives, and all others doing work for AEP in Fairfield County, Ohio shall comply with any and all posted and generally applicable public roadway and bridge restrictions, including any weight restrictions, utilized by the W Lancaster-S Baltimore-W Millersport Project.

6. Overload Requirements. Per Ohio Revised Code 5577.07 the County reduces weight limits on all Designated Roads from December 15 through April 15 of the following year. By entering into this Agreement, Company is exempt from the Thaw Load Reduction. However, all vehicles exceeding Ohio legal load limits shall still obtain an overload permit. This Road Usage Agreement does not terminate Company's duty to obtain other necessary permits from the County and/or Township, such as: right-of way excavation permits; driveway installation permits; overweight vehicle permits, etc, if applicable. AEP will provide advanced notice of usage dates for overweight vehicles in Fairfield County.

Prior to AEP, or any of its employees, agents, contractors, subcontractors, or others under its direction or control (collectively "AEP") utilizing any section or portion of roadway in Fairfield County, Ohio to drive,

tow, or otherwise move any vehicles or equipment weighing more than is permitted pursuant to Ohio Revised Code Section 5577.04 ("the Legal Weight Limit"), AEP shall submit the following to the Fairfield County Engineer for its review and approval: (a) a true and accurate videotape of the sections or portions of the roadways over which AEP intends to drive, tow, or otherwise move vehicles or equipment that weigh in excess of the Legal Weight Limit; (b) a load analysis, reasonably satisfactory to the Fairfield County Engineer performed and signed as accurate by a professional engineer licensed in the State of Ohio, of all bridges or other supported manmade structures over which AEP intends to drive, tow, or otherwise move vehicles or equipment that weigh in excess of the Legal Weight Limit; and (c) still photographs that clearly and accurately depict all sides of any bridges or other supported manmade structures over which AEP intends to drive, tow, or otherwise move vehicles or equipment that weigh in excess of the Legal Weight Limit. AEP shall not utilize any section of roadway in Fairfield County, Ohio with vehicles or equipment that weigh more than the Legal Weight Limit unless items (a), (b), and (c) above in this Section have first been submitted to, and approved in writing by, the Fairfield County Engineer within three (3) business days.

7. Inspection.

a) The parties agree that AEP intends to utilize only those routes and sections of roadways listed in Exhibit A, attached hereto, and no others, with vehicles or equipment that weigh in excess of the Legal Weight Limit. Exhibit A may not be amended without the prior written consent of the Fairfield County Engineer. As to each such route and section of roadway listed in Exhibit A, AEP shall notify the County Engineer's Office in writing no less than twenty-four (24) hours prior to the time that AEP will use such route or road right-of-way for the final time with vehicles or equipment that weigh in excess of the Legal Weight Limit ("the Final Crossing Notice").

After the County Engineer's Office receives the Final Crossing Notice from AEP as to a route or roadway, the Fairfield County Engineer's Office shall inspect such bridges and other sections of roadway utilized by AEP for vehicles or equipment. Upon receipt of an invoice from the County Engineer's Office, AEP shall reimburse the Fairfield County Engineer's Office for the cost of such inspections as set forth in such invoices. If such invoices are not paid within forty- five (45) days, then the County shall have the right to recover such amounts from the bond posted by AEP as set forth below.

8. Bond. AEP shall post a surety bond in the amount of \$3,990,070.00 in a form and with a surety satisfactory to the County to secure AEP's performance of its obligations under this Agreement including, but not limited to, its obligation to pay for any damages, repairs, or maintenance to roadways in Fairfield County, Ohio proximately caused by or proximately resulting from AEP's use of the roadways and its obligation to pay any costs of inspection incurred by the Fairfield County Engineer's Office. AEP shall submit such bond to the County Engineer for review and, if satisfactory to the County Engineer, approval prior to the issuance of

any special hauling permit or road crossing permit hereunder. Said bond shall be in effect from the earlier of the commencement of the excavation or construction by AEP or its contractors, subcontractors, or agents, of the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio and AEP hereby warrants and represents that the bond shall not be diminished, reduced, cancelled, revoked, or otherwise terminated until one (1) year after AEP certifies in writing to the County that all work has been completed on the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio. Notwithstanding the above, a condition of said bond shall be that it shall require the surety to immediately notify the County in writing if the bond is diminished, reduced, cancelled, revoked, or otherwise terminated or not renewed. A further condition of said bond is that no third parties shall have a right to make any claims under said bond.

9. Successors and Assigns. This Agreement shall bind and inure to the benefit of the parties hereto and their respective heirs, representatives, successors and assigns.

10. Termination. Any permit issued to AEP pursuant to this Agreement shall be revoked with reasonable time for winding up and closing down related operations upon the earliest to occur of any of the following:

- a) One calendar year after AEP certifies in writing to the County the completion of the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio provided that AEP shall have made prior to such time any and all payments required to be made by AEP hereunder;
- b) Upon revocation, cancellation, termination, or the diminution or reduction of the amount of the bond as described in Section 8 above prior to the completion of the construction of the W Lancaster-S Baltimore-W Millersport Project in Fairfield County, Ohio;
- c) Upon default and failure to cure, upon proper substantiated notice, by AEP of any term or condition not waived herein in or in writing by the County, nor preempted by Federal law;
- d) Upon AEP's filing of a petition for bankruptcy relief in any jurisdiction or notice of insolvency; or
- e) Upon mutual written agreement of the parties herein.

Notwithstanding anything else set forth above, in all events, AEP shall remain liable for completion of and payment for any maintenance, repairs, or restorations to the roadway as outlined in this Agreement as well as any other fees, expenses, or costs due by AEP hereunder.

11. Applicable State Law. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Ohio. Any litigation brought by or in connection with this Agreement shall be brought only in either the Fairfield County, Ohio Municipal or Common Pleas Courts and in no other state or federal court.

12. Severability. If any term or provision of this Agreement or the application thereof to any persons or circumstances shall to any extent be held invalid or unenforceable by a court of appropriate

jurisdiction, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

13. Counterparts. This Agreement and any Attachments may be executed in separate counterparts, each of which shall be an original and all of which shall be deemed to be one and the same instrument.

14. FAX Signature. A facsimile signature on this Agreement is as valid as an original signature.

15. Entire Agreement. This Agreement sets forth the entire understanding and agreement of the parties hereto regarding the subject matter hereof and supersedes and replaces any and all prior agreements or understandings, oral or written, with respect to the subject matter hereof, excepting already established road crossing agreements/permits.

16. Amendment. This Agreement may only be modified by an instrument signed by all parties hereto.

17. Notification. Any notification to the Fairfield County Engineer or Engineer's Office required hereunder shall be made by either e-mail or FAX to the following addresses:

If via e-mail to both of the following:

engineer@fairfieldcountyohio.gov
eric.mccrady@fairfieldcountyohio.gov

If via FAX, to the following:

ATTN: JEREMIAH UPP
ATTN: ERIC MCCRADY
FAX NO.: (740) 687-7055

Notifications to AEP shall be to the following Persons:

Julie Mott,
Right of Way Agent Ohio Power Company,
8500 Smiths Mill Road
New Albany, Ohio 43054
Phone: 614.202.4944
Email: jmmott@aep.com

IN WITNESS WHEREOF, the parties have signed this Agreement below:

Approved:


Fairfield County Engineer

Executed this _____ day of _____, 20_____

County of Fairfield, Ohio

Ohio Power Company:

Steve Davis, County Commissioner

David L. Levacy, County Commissioner

Jeff Fix, County Commissioner

Signed by:



D64F79F04BBA488

By: Jonathan Dormo
Its: Managing Director of Projects,
Authorized signer

Oversized Load permits to be applied for utilizing the online application system.

Utility Road Right of Way permits to be applied for utilizing the online application system.

Exhibit A

Haul Route Road/Bridge List Covered Under RUMA:

ROAD NAME	FROM	TO	BRIDGES	MILES
Crumley Rd	US 22	Delmont	Hoc- 35 (150%), 33 (150%), 5 (150%)	2.24
Delmont Rd	Crumley Rd	US 22	n/a	1.065
Collins Rd	West Fair Ave	Columbus-Lancaster Rd	Gre- 43 (100%), 44 (150%), 45 (150%), 46 (100%)	1.193
Columbus- Lancaster Rd	South of US 33 Business Route	Lancaster Corp	Gre- 47 (150%), 48 (157%)	3.607
Old Columbus Rd	Election House Rd	Lancaster Corp	n/a	0.261
Election House Rd	Columbus- Lancaster Rd	N Columbus St	n/a	0.026
Coonpath Rd NW	US 33 West bound exit to Coonpath	SR 188	Gre-52 (150%), 9 (120%)	3.92
Carroll Eastern NW	Claypools Run	SR 188	n/a	0.2
Pleasantville Rd NW	SR 188	858 Pleasantville Rd NW	n/a	0.16
Canal Rd NE	Cherry Ln	SR 37	n/a	1.227
Rainbow Drive	Coonpath Rd NW	SR 158	n/a	1.752
Ginder Rd	Sheets Rd	SR 158	n/a	0.59
Sheets Rd	Ginder Rd	3858 Sheets Rd	n/a	0.2
Burchey Rd	Carroll Eastern Rd NW	5185 Burchey Rd	n/a	0.2
Leonard Rd NW	SR 158	AEP Substation	Lib- 20 (120%)	0.76
Bickel Church Rd	450 Bickel Church Rd NE	SR 37	Wal- 35 (200%)	0.6
Ety Rd	n/a	n/a	Gre- 17 (110%), Gre- 18 (105%)	0
West Fair Ave	n/a	n/a	Gre- 16 (100%)	0
N Memorial Drive	n/a	n/a	Gre- 49 (135%)	0

Green: County Road

Blue: Township Road

Purple: City Road



2200 Renaissance Blvd. Ste. 400
King of Prussia, PA 19406-2755
Ph. (610) 832-8240

LICENSE & PERMIT BOND

Bond Number: 285075761

KNOW ALL MEN BY THESE PRESENTS, that we Ohio Power Company
1 Riverside Plaza Columbus, OH 43215

Liberty Mutual Insurance Company, as principal (the "Principal"), and
Liberty Mutual Insurance Company, as surety (the "Surety"), are held
and firmly bound unto County of Fairfield, Ohio
3026 W. Fair Avenue Lancaster, OH 43130, as obligee (the "Obligee"),
in the penal sum of Three Million Nine Hundred Ninety Thousand Seventy Dollars and 00/100
Dollars (\$3,990,070.00),

for the payment of which sum well and truly to be made, the Principal and the Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has applied for a license or permit for Road Usage; W. Lancaster - S. Baltimore - W. Millersport - W. Millersport Project

for the term beginning the 17th day of December, 2024, and ending the 17th day of December 2025, and this Bond is intended to cover the term of said License or Permit.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the license or permit is issued to the Principal, and if Principal shall indemnify and save harmless the Obligee from and against all loss, to which the Obligee may be subject by reason of the Principal's breach of any ordinance, rule, or regulation, relating to the above described license or permit, then this obligation shall be null and void; otherwise to remain in full force and effect.

PROVIDED AND SUBJECT TO THE CONDITIONS PRECEDENT:

1. The liability of the Surety hereunder shall in no event exceed the penal sum of this bond as stated above, regardless of the number of years the bond shall continue in force.
2. This bond shall continue in force until (surety shall elect either option a or b)
 - ☐ a. the day of , or until the expiration date of any Continuation Certificate executed by the Surety.
 - ☒ b. the Surety notifies the Obligee in writing of its cancellation of the bond. The Surety shall be relieved of any further liability under this bond thirty (30) days after receipt of said notice by the Obligee, except for defaults occurring prior thereto.
3. Any claim under this bond must be presented in writing to the Surety to the attention of The Surety Law Department at the following address: Interchange Corporate Center, 450 Plymouth Road, Suite 400, Plymouth Meeting, PA 19462-1644. Should the address of the Surety change, then notice shall be delivered by the Obligee to the Surety as directed in writing by the Surety.

DATED as of this 17th day of December, 2024.

WITNESS / ATTEST

Ohio Power Company
(Principal)

By:

Title:

Noah K. Hollis
Asst. Treasurer

(Seal)

Liberty Mutual Insurance Company
(Surety)

By:

Paula M. Eby

Attorney-in-fact





POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Paula M. Eby all of the city of Columbus, state of OH its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bonds, undertakings, recognizances, contracts of indemnity, and all other surety obligations related thereto, the execution of which shall be binding upon the Companies as if it had been duly signed and executed by its own officers:

Principal Name: Ohio Power Company
Obligee Name: County of Fairfield, Ohio
Surety Bond Number: 285075761

Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 9th day of September, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 9th day of September, 2024, before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number: 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 17th day of December, 2024.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

GENERAL SURETY RIDER

To be attached and form a part of

Bond No. 285075761

For Road Usage; W. Lancaster - S. Baltimore - W. Millersport - W. Millersport Project

Dated effective 12/17/2024 (MONTH, DAY, YEAR)

Executed by Ohio Power Company, as Principal, (PRINCIPAL)

And by Liberty Mutual Insurance Company, as Surety, (SURETY)

And in favor of County of Fairfield, Ohio (OBLIGEE)

In consideration of the mutual agreements herein contained the Principal and the Surety hereby consent to changing

INFORMATION	FROM	TO
Rider Attorney In fact Name		Paula M. Eby
Obligee Name	County of Fairfield, Ohio	Fairfield County Board of Commissioners

Nothing herein contained shall vary, alter or extend any provision or condition of this bond except as herein expressly stated.

This rider is effective

12/17/2024

(MONTH, DAY, YEAR)

Signed and Sealed

01/13/2025

(MONTH, DAY, YEAR)



Ohio Power Company
PRINCIPAL

BY

[Signature]
Assistant Secretary

TITLE

Liberty Mutual Insurance Company
SURETY

BY

Paula M Eby

Paula M. Eby, ATTORNEY-IN-FACT



POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Paula M. Eby all of the city of Columbus, state of OH its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bonds, undertakings, recognizances, contracts of indemnity, and all other surety obligations related thereto, the execution of which shall be binding upon the Companies as if it had been duly signed and executed by its own officers:

Principal Name: Ohio Power Company
Obligee Name: Fairfield County Board of Commissioners
Surety Bond Number: 285075761

Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 9th day of September, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 9th day of September, 2024, before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 13th day of January, 2025.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

ROUTING FORM FOR CONTRACTS

The undersigned designee of the County affirms that he/she has reviewed the attached contract to ensure that it complies with County's needs and previous negotiations. The undersigned designee further affirms that the County has complied with the competitive selection process, as prescribed by Ohio Revised Code 9.17, and the applicable sections as outlined on this form, by selecting the applicable boxes below.

- A. ☐ Goods and/or Services in excess of \$75,000.00—competitively selected via an Invitation to Bid, pursuant to R.C. 307.86-307.92
- B. ☐ Goods and/or Services in excess of \$75,000.00—competitively selected via a Request for Proposals, pursuant to R.C. 307.862
- C. ☐ Public Improvement contracts—competitively selected pursuant to R.C. 153.08-153.12
- D. ☐ Architect/Engineer design services for public improvements—selected through the Request for Qualifications process pursuant to R.C. 153.65-153.72
- E. ☐ County Road Improvement/Construction—competitively selected pursuant to R.C. 5555.61
- F. ☐ The subject matter was exempt from competitive selection for the following reason(s):
1. ☐ Under \$75,000
 2. ☐ State Term #: _____ (copy of State Term Contract must be attached)
 3. ☐ ODOT Term #: _____ (See R.C. 5513.01)
 4. ☐ Professional Services (See the list of exempted occupations/services under R.C. 307.86)
 5. ☐ Emergency (Follow procedure under ORC 307.86(A))
 6. ☐ Sole Source (attach documentation as to why contract is sole source)
 7. ☐ Other: _____ (cite to authority or explain why matter is exempt from competitive bidding)
- G. ☐ Agreement not subject to Sections A-F (explain): _____
- H. ☐ Compliance with Fairfield County Board of Commissioners Procurement Guidelines
1. ☐ No County employee, employee's family member, or employee's business associate has an interest in this contract OR such interest has been disclosed and reviewed by the Prosecutor's Office
 2. ☐ No Finding for Recovery against Vendor as required under R.C. 9.24 (search via "Certified Search" on <http://ffr.ohioauditor.gov/>)
 3. ☐ Obtained 3 quotes for purchases under \$75,000 (as applicable)
 4. ☐ Purchase Order is included with Agreement

Signed this _____ day of _____, 20_____.

Name and Title

*** Please note that this checklist only addresses County and statutory requirements. If a contract is paid for with state and/or federal funds, please consult with the appropriate state and/or federal agency to ensure your department is complying with any additional requirements. By submitting a request for approval, you are certifying you have addressed County, statutory, and grant requirements.***

Prosecutor's Approval Page

Resolution No.

A resolution to approve the Road Usage Agreement between Fairfield County and Ohio Power Company, a unit of AEP

(Fairfield County Engineer)

Approved as to form on 1/23/2025 12:41:30 PM by Amy Brown-Thompson,

A handwritten signature in blue ink that reads "Amy Brown-Thompson". The signature is written in a cursive, flowing style.

Amy Brown-Thompson
Prosecutor's Office
Fairfield County, Ohio

Resolution No. 2025-01.28.e

A Resolution to Approve the Road Usage Agreement between Fairfield County and Ohio Power Company, a Unit of AEP

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution to approve the Annual County Highway System Mileage Certification for 2024.

WHEREAS, the Fairfield County Engineer is submitting the Annual County Highway System Mileage Certification Form for 2024 to the Board of County Commissioners for approval, and

WHEREAS, the recorded figure of 361.122 miles of road has been verified by ODOT.

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

SECTION 1: that this Board of Commissioners resolves to, and does hereby, approve the attached Annual County Highway System Mileage Certification Form for 2024.

SECTION 2: that the Clerk of this Board return one copy of this signed Resolution and the attached signed form to the County Engineer's Office for further processing.

Prepared by: Cheryl Downour
cc: Engineering Department



Ohio Department of Transportation

Office of Technical Services

2024 County Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2025 or county mileage will be certified by default based on the best information available.

The total length of county maintained public roads in FAIRFIELD County
was 361.123 miles as of December 31, 2023

As certified by the Board of County Commissioners and/or reported by the Director of Transportation
in accordance with the provisions specified in Section 4501.04 of the Ohio Revised Code.

Consider all mileage changes that occurred in CY 2024 and determine the net increase or decrease in mileage.
Add the net change to the 2023 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2024

the county was responsible for maintaining 361.122 miles of public roads.

Signature of President of Board of County Commissioners

Date

Commissioner Signature

Date

Commissioner Signature

Date


County Engineer Signature

1/14/25
Date

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation
Office of Technical Services

Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

Summary of 2024 ODOT Changes
for Roads in FAIRFIELD County,
Township 00 , COUNTY

Certified Mileage for 2023 : 361.123 Miles

TWP	00	Route:	C 00020	Route Name:	PICKERINGTON RD	Change:	-0.002
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Reason For Change	PER ODOT PID 110862
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REALIGNMENT OF CR 20 (PICKERINGTON RD) AT REFUGEE RD INTERSECTION

LOG 10.357 TO 10.36 RIGHT HALF NOW IN CITY OF PICKERINGTON

A TOTAL OF 0.0015 MILES REMOVED FROM VIOLET TWP AND ADDED TO PICKERINGTON

TWP	00	Route:	C 00037	Route Name:	N COLUMBUS ST	Change:	0.000
-----	----	--------	---------	-------------	---------------	---------	-------

Reason For Change	LANCASTER ANNEXATION ORD #07-24 EFF 2/8/2024 8.9 AC
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ALONG R/W OF CR 37 N COLUMBUS ST

NO PAID MILEAGE AFFECTED

TWP	00	Route:	C 00056	Route Name:	SHERIDAN DR	Change:	0.000
-----	----	--------	---------	-------------	-------------	---------	-------

Reason For Change	LANCASTER ANNEXATION ORD #34-24 EFF 10/9/2024 5 AC
-------------------	--

ALONG R/W CR 56 (SHERIDAN DR) RIGHT 1.691 TO 1.825

NO PAID MILEAGE

TWP	00	Route:	C 00056	Route Name:	SHERIDAN DR	Change:	0.000
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Reason For Change	LANCASTER ANNEXATION ORD #15-24 EFF 12/4/2023 45.1 AC
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ALONG R/W OF CR 56 SHERIDAN DR

NO PAID MILEAGE AFFECTED

Total Changes: -0.002

Certified Mileage For: 2024 : 361.122 Miles

Resolution No. 2025-01.28.f

A Resolution to Approve the Annual County Highway System Mileage Certification for 2024

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A Resolution to Approve a contract for installation services for the GSB Roof Top HVAC Project between Columbus Building Services Incorporated and the County Commissioners.

WHEREAS, the Fairfield County Commissioners desire to replace Roof Top Unit HVAC units at the Government Services Building 239 West Main Street, Lancaster, Ohio, and

WHEREAS, a Request for Qualifications was issued for install services and Statements of Qualifications were received from interested firms on December 20th, 2024, and Columbus Building Services has been selected best by the project consultants from County FIRM and the Facilities Director, and

WHEREAS, the agreement as attached has been approved as to form by the County Prosecutor's Office, and

WHEREAS, The County Commissioners approve the contract with Columbus Building Services Incorporated in the amount of \$207,188 for installation of the HVAC units at the Government Service Center,

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

Section 1: That this Board of Commissioners hereby approves the contract with Columbus Building Services Incorporated.

Prepared by: Jon Kochis



December 23, 2024

Jon Kochis
Fairfield County
240 Baldwin Dr
Lancaster, OH 43130

Reference: Government Services Center (GSC) Rooftop Unit Replacement Project

Subject: RTU Installation Proposal Recommendation

Jon:

Proposals were received on December 20, 2024, for the rooftop unit replacement project located at the Fairfield County Government Services Center in Lancaster, OH.

The three (3) approved contractors all submitted installation proposals for the project. Two of the proposals were close in terms of pricing. The third was substantially higher. Below is a table showing the proposal pricing.

Bidder	Base Bid
CBSI	\$207,168.00
JW Danforth	\$211,045.00
Miles McCellan	\$331,000.00

We reviewed the CBSI and Danforth proposals in detail since they were very close in pricing to confirm that both contractors have the scope covered. See attached bid summary chart attached for proposal details, notes and clarifications.

Based on our review of the proposals and the scope being provided by the contractors, we believe that CBSI has the scope covered and will provide the County with complete and operational project that is successful. We recommend awarding the following the project to CBSI for total contract amount of **\$207,168.00**.

Sincerely,

Eric Booher, P.E., LEED AP





Project: **Fairfield County Government Services Center RTU Installation Project**

Date: **12/20/2024**

Budget: **\$214,000**

CBSI	
Submitted on Time	Yes
Add. #1 Acknowledged	No
Allowance Included	Yes
Bid Form	Yes
Base Bid	\$207,168
Add Cost for 2 weekends	\$25,000
New Total	\$232,168

Danforth Mechanical	
Submitted on Time	Yes
Add. #1 Acknowledged	Yes
Allowance Included	
Bid Form	
Base Bid	\$211,045
Revised Number for CO2 and Static	
\$230,630	

Miles McCellan	
Submitted on Time	Yes
Add. #1 Acknowledged	Yes
Allowance Included	Yes
Bid Form	Yes
Base Bid	\$331,000

Proposer Notes and Clarifications:

CBSI	
1	Project Start 2 Weeks after equipment arrival.
2	Verify Curb adaptaters are corrected onsite. If awarded, CBSI will do pre-verification of the curbs with the manufacturer.
3	Replace all three units on one (1) weekend (start 5PM Friday and end Sunday Evening)
4	New Control wiring from Units to Server Room for Veregy.
5	Carry Veregy Controls and Veregy Commissioing (unit checkout)
6	Included Tubing for new RTU Equipment static pressure sensors
7	Installation of CO2 sensors
8	Factory start-up of the equipment.
9	Air balance of the units
10	CBSI will honor any & All warranty issues for the first year.
11	Performance bond is included.
12	Electrical Work is included per follow email
13	Prevailing Wage is included per follow email
14	Removal and Reinstallation of lighting protection is included per follow email
15	Condensate Piping is included per follow email
16	Additional cost for two weekend work is \$25,000.00 per email (NOT ACCEPTED)

See Page 2 for Danforth and Miles McCellan Notes

Danforth	
1	Two (2) Weekend installation - First Weekend 1 unit to confirm that equipment and adapter works properly and all bugs are worked out.
2	Demo and removal of all units.
3	Electrical Work is included.
4	Removal and Reinstallation of lighting protection
5	OA Sensor reinstallation
6	Controls included
7	Air Balance included
8	Prevailing Wage included
9	Performance Bond Included
10	Included Tubing for new RTU Equipment static pressure sensors - Add of \$12,985
11	Installation of CO2 sensors - Add \$6,600
12	Will honor any & All warranty issues for the first year.

Miles McCellan	
1	Proposed one (1) weekend to replace all the units.
2	Overall Schedule - two (2) weeks from start to fully controlled units.
3	No temporary utilities or portable restrooms. Use existing facilities.
4	Added \$24,000.00 Contingency above the \$35,000.00 Allowance

Facilities Operations Department

Jon Kochis
Facilities Director



Board of County Commissioners

Steven A. Davis
Commissioner

Jeff Fix
Commissioner

David L. Levacy
Commissioner

REQUEST FOR STATEMENTS OF QUALIFICATIONS

The Board of County Commissioners, Fairfield County, Ohio, at the Office of Emergency Management and Facilities in Lancaster, Ohio invites qualified Design-Build & Service firms to submit a Statement of Qualifications (SOQ) for Turn-Key Performance Specification Contracting Services. This process is not intended for HB 254 or related Energy-savings based contracting services.

Statements of Qualifications (SOQs) will be received at the Fairfield County Board of Commissioners, Third Floor Hearing Room, 210 E. Main Street, Lancaster, OH 43130, until 10:00 AM on Tuesday, November 26th, 2024 for Design-Build firms/teams interested in providing Fairfield County with competitive Guaranteed Maximum Price (GMP) Proposals for Services. The Criteria Scope of Work for the project(s) will follow as prepared by the County's contracted Energy & Operational Technology Services Consultant.

1. Submitting Design-Build & Service firms will be short-list selected on qualifications basis (First Step) to provide GMP Proposals for a detailed Scope of Work/Owner's Project Requirements (OPR) to be issued after the short-listing process (Second Step). Applicable conditions to this RFQ/SOQ:
 - A. This contract is for the final design/engineering, plan approval/permit & turn-key construction services, including required construction bonding, for a significant mechanical upgrade at the Fairfield County Government Services Center Facility in Lancaster, Ohio.
 1. The overall expected cost for the Fairfield County Government Services Building HVAC Renovations 2024 is \$700,000 to 800,000, including the Pre-Purchase of the Main HVAC Equipment as arranged by the County for Quality Control and Expediency purposes.
 - B. The short-listed firms & team members will have experience in renovating existing buildings, especially multi-floor administrative function facilities, using Packaged Air-cooled Rooftop HVAC equipment & Variable Air Volume Air Distribution Systems (Electric Heat VAV Boxes and flow controls).
 - C. The County anticipates short-listing a minimum of three qualification-based respondents that will be invited to participate further in the selection and execution process. The targeted schedule is as follows:

1. November 26th 10:00 a.m., 2024: Receive Statements of Qualifications (SOQ) from interested firms/teams.
 2. December 5, 2024: Notify both selected and non-selected Design-Build firms/teams.
 3. December 6, 2024: Distribution of the County/Consultant-authored Owners Project Requirements (OPR) with Invitation to submit Performance & Technical documents with a declared GMP for the Proposal.
 4. December 11, 2024: Pre-Proposal Meeting and Initial walk-through of the project site.
 5. December 20, 2024: County receives Performance & Technical Info with GMP Proposals.
 6. January 7, 2025: County may conduct interviews with each respondent.
 7. January 14, 2025: County accepts recommendations and selects best-value Design-Build firm/team for award & completion of contracts.
- D. As part of the Second Step of the process, the County and its contracted Consultant will review each Performance & Technical documents with GMP Proposal package received for best value and make a recommendation for final Scopes and related contract(s) going forward.
- E. The County anticipates Substantial Cooling System Completion by May 1, 2025 and Final HVAC System Renovations Completed by May 23, 2025.
2. Interested Design-Build firms/teams shall submit SOQs to Jon Kochis, Fairfield County Director, Emergency Management and Facilities, providing four (4) copies of the following information:
- A. Primary Design-Build Firm name, address, telephone number, fax number and e-mail address.
 - B. Year established and former firm names (if any).
 - C. Types of services for which the firm is qualified.
 - D. Summary of Qualifications for project services listed above.
 - E. Names of principals of the firm(s) and for engineering: state in which they are registered.
 - F. Number of staff available for assignment.
 - G. Engineering/consultants and sub-contractors planned to be retained, identify known MBE's/EDGE.
 - H. Examples and lists of similar completed projects on which the Firm was a key participant.
 - I. Current similar projects underway and estimated cost of each.
 - J. Number of years the firm has been doing business in the relevant function.
 - K. Names of key personnel, including managers and in-charge field personnel proposed to be assigned, with experience of each, length of time in the organization, continuing education, and evidence of currency of expertise in relevant function.

- L. Address of office(s) where the work will be performed, how long this/these office(s) have been operating, and current staffing of this/these office(s). If the work is to be done from more than one office, indicate the distribution of work among offices.
 - M. Rate schedules for various disciplines and services affected.
3. SOQs will be evaluated by a selection team consisting of Fairfield County Facilities Team and its Consultants.
- 1. Statements of Qualifications will be reviewed & evaluated for:
 - a. Experience with Fast-paced HVAC Equipment/Systems Upgrades with roof-mounted Packaged Rooftop HVAC Systems serving Administrative multi-floor Office Buildings.
 - b. Past History/performance with Fairfield County/Owner's Consultant (Palmer Conservation Consulting/County FIRM).
 - c. Geographic Location.
 - d. Demonstrated experience with setting & completing construction schedules in occupied facilities, including coordination with Owner Pre-Purchased Equipment items.
 - 2. The most qualified proposals considered "best" by the selection team may be invited to a 45-minute interview to discuss the Proposal(s).
 - 3. If an interview path is chosen, the short-listed firms will have an opportunity to make a presentation and answer questions from the selection team.
 - 4. Statements of Qualifications shall be submitted to Jon P. Kochis, Fairfield County Director, Emergency Management and Facilities 210 E. Main Street, Lancaster, OH 43130, not later than 10:00 AM on Monday November 26th, 2024.
 - 5. All questions shall be emailed to Jon Kochis, jon.kochis@fairfieldcountyohio.gov and Dan Castleberry, County FIRM Project Manager, dcastleberry@countyfirm.org.

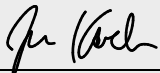
ADVERTISE: November 14, 2024

ROUTING FORM FOR CONTRACTS

The undersigned designee of the County affirms that he/she has reviewed the attached contract to ensure that it complies with County's needs and previous negotiations. The undersigned designee further affirms that the County has complied with the competitive selection process, as prescribed by Ohio Revised Code 9.17, and the applicable sections as outlined on this form, by selecting the applicable boxes below.

- A. ☐ Goods and/or Services in excess of \$77,250.00—competitively selected via an Invitation to Bid, pursuant to R.C. 307.86-307.92
- B. ☐ Goods and/or Services in excess of \$77,250.00—competitively selected via a Request for Proposals, pursuant to R.C. 307.862
- C. ☐ Public Improvement contracts—competitively selected pursuant to R.C. 153.08-153.12
- D. ☐ Architect/Engineer design services for public improvements—selected through the Request for Qualifications process pursuant to R.C. 153.65-153.72
- E. ☐ County Road Improvement/Construction—competitively selected pursuant to R.C. 5555.61
- F. ☐ The subject matter was exempt from competitive selection for the following reason(s):
1. ☐ Under \$77,250.00
 2. ☐ State Term #: _____ (copy of State Term Contract must be attached)
 3. ☐ ODOT Term #: _____ (See R.C. 5513.01)
 4. ☐ Professional Services (See the list of exempted occupations/services under R.C. 307.86)
 5. ☐ Emergency (Follow procedure under ORC 307.86(A))
 6. ☐ Sole Source (attach documentation as to why contract is sole source)
 7. ☐ Other: _____ (cite to authority or explain why matter is exempt from competitive bidding)
- G. ☐ Agreement not subject to Sections A-F (explain): _____
- H. ☐ Compliance with Fairfield County Board of Commissioners Procurement Guidelines
1. ☐ No County employee, employee's family member, or employee's business associate has an interest in this contract OR such interest has been disclosed and reviewed by the Prosecutor's Office
 2. ☐ No Finding for Recovery against Vendor as required under R.C. 9.24 (search via "Certified Search" on <http://ffr.ohioauditor.gov/>)
 3. ☐ Obtained 3 quotes for purchases under \$77,250.00 (as applicable)
 4. ☐ Purchase Order is included with Agreement

Signed this _____ day of _____, 20_____.



Name and Title

*** Please note that this checklist only addresses County and statutory requirements. If a contract is paid for with state and/or federal funds, please consult with the appropriate state and/or federal agency to ensure your department is complying with any additional requirements. By submitting a request for approval, you are certifying you have addressed County, statutory, and grant requirements.***

ORIGINAL

Carri L. Brown, PhD, MBA, CGFM

Purchase Order

Fiscal Year 2025

Page: 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.Purchase Order # **25002546 - 00**

Delivery must be made within doors of specified destination.

Expiration Date: 03/15/2026

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OCOUNTY COMMISSIONERS
210 E MAIN ST 3RD FLOOR
LANCASTER, OH 43130Fairfield County Auditor
210 East Main Street
Lancaster, Ohio 43130
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RCOLUMBUS BLDG SERVS INC
3995 THISTLEWOOD DR STE B
GROVE CITY, OH 43123S
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OMAINTENANCE DEPARTMENT
240 BALDWIN DRIVE
LANCASTER, OH 43130

VENDOR PHONE NUMBER		VENDOR FAX NUMBER		REQUISITION NUMBER		DELIVERY REFERENCE			
614-837-6194				2722					
DATE ORDERED		VENDOR NUMBER		DATE REQUIRED		FREIGHT METHOD/TERMS		DEPARTMENT/LOCATION	
01/21/2025		11452						COMM-MAINTENANCE	
NOTES									

PO Requisitioner Name : Staci Knisley

E mail Address : staci.knisley@fairfieldcountyohio.gov

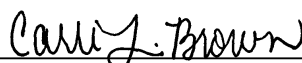
ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	239 W. Main HVAC project GL Account: 12343500 - 570000	1.0	EACH	\$208,168.00	\$208,168.00
GL SUMMARY					
12343500 - 570000		\$208,168.00			

Invoice Date ____/____/____ Invoice Amount \$ _____ To Be paid ____/____/____ Warrant # _____

COUNTY AUDITOR'S CERTIFICATE

It is hereby certified that the amount \$208,168.00 required to meet the contract, agreement, obligation, payment or expenditure, for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the County Treasury or in process of collection to the credit of the submitted Fund(s) free from any obligation or certification now outstanding.

Date: 01/21/2025



Auditor Fairfield County, OH

Purchase Order Total **\$208,168.00**

For Department Use ONLY

GENERAL SERVICES AGREEMENT

This AGREEMENT, made this 21st day of January, 2025 by and between Columbus Building Services, and the Fairfield County Commissioners, 210 East Main Street Room 300, Lancaster, Ohio 43130 (The Board) for HVAC Installation services in Fairfield County.

WITNESSETH: That the parties hereto, for and in consideration of Covenants and Agreement to be performed by each as hereinafter set forth, do hereby agree as follows:

The Contractor agrees to provide all materials, supplies, equipment, labor, and supervision necessary, and perform, as an independent contractor, the following described work as set forth in the attached "Proposal," and further described in attached "Exhibit A."

1. Contract term (if applicable) from January 21th, 2025 (Beginning Date) to June 30, 2025 (Ending Date).
2. The total amount of the contract cannot exceed \$207,168, unless otherwise limited or expanded by amendment.
3. The Contractor will work during hours mutually agreeable and acceptable to both the Board and the Contractor.
4. The Contractor shall submit invoice(s) to the Board for work performed. Invoices will be submitted each month within 5 days of the end of the Second Monday of the month for services rendered during the month. The Contractor shall make all reasonable efforts to include all services provided during the service month on the invoice. The Board will make payment for all invoices received in accordance with the terms of this contract. The Board will only pay for those services outlined in the attached "Proposal," and further described in attached "Exhibit A."
5. The Board shall pay the Contractor for the performance of the work as set forth in the attached "Proposal," and further described in attached "Exhibit A." Specifications pertaining to this agreement will be strictly enforced.
6. Additional charges MUST be approved by the Board liaison in writing and will be based on additional time spent to complete the Work.
7. There will be no charge for extra work of an occasional, incidental, or reasonable emergency nature arising in the normal course of business conducted on the premises.
8. The Contractor will supervise and direct the work; however, the Board will, at all times, have access to the work.

9. The Board reserves the right to make, at any time during the progress of the work, such alterations in details of work as may be deemed necessary or desirable. Such alterations shall not invalidate this Agreement, and the Contractor agrees to perform the work as altered, the same as if it had been part of the original Agreement. In the event of an alteration the Contractor and the Board shall renegotiate the contract price to reflect the costs of the work so altered.
10. The Contractor shall make adequate provisions to ensure the security and safety of the Contractor's employees, equipment and supplies and shall comply with all OSHA regulations.
11. The Contractor guarantees to pay all payroll taxes, workers' compensation insurance and any or all other taxes that may be levied against payroll by City, State or Federal agencies. The Contractor shall furnish personal liability, property damage and theft insurance certificates in the amount of \$ 1,000,000.00 with \$ 1,000,000.00 umbrella policy, and a workers' compensation certificate, as applicable. The Contractor shall carefully screen and perform reference checks on all personnel associated with this Agreement in a satisfactory manner. In the event the Federal minimum wage law is increased, the Agreement will be increased correspondingly.
12. The Contractor agrees to protect, defend, indemnify, and hold the Board; its officers, employees, and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, including but not limited to attorney's fees, or liabilities of every kind and character arising out of or in connection with any acts or omissions, negligent or otherwise, of the Contractor or its employees, officers, agents, and subcontractors. The Contractor agrees to pay all damages, costs, and expenses, including but not limited to attorney's fees, of the Board; its officers, employees, and agents in defending any action arising out of the aforementioned acts or omissions.
13. The Contractor shall not permit liens or encumbrances to be filed against the Board property by reason of the Contractor's failure to pay for services performed or materials furnished hereunder. The Contractor shall not assign this Agreement or any interest therein or any monies due or to become due thereunder voluntarily, involuntarily or by operation of law. Nor shall the Contractor subcontract any of its duties hereunder without the Board's prior written consent.
14. In the event the Board provides its written consent to a Subcontractor, the Contractor shall indemnify and save the Board and the Board's agents and employees harmless from all claims growing out of the lawful demands of Subcontractor's laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, tools, and all supplies, incurred in the furtherance of the performance of the work. The Contractor shall, at the Board's request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the Contractor fails to do so the Board may, after having notified the Contractor, either pay unpaid bills or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the Contractor shall be resumed, in accordance with the terms of this Agreement, but in no event shall the provisions of this sentence be construed to impose any obligations upon the Board to either The Contractor, his Surety, if applicable, or any third party. In paying any unpaid bills of the Contractor, any payment so made by the Board shall be considered

as a payment made under the Agreement by the Board to the Contractor and the Board shall not be liable to the Contractor for any such payments in good faith.

15. The Contractor is responsible for all property damage caused by its employees. Said repair or replacement shall be accomplished within ten calendar days of notification. The Sheriff's Office will investigate all accidents and shall make a report.
16. The Contractor certifies it is an equal opportunity employer and shall remain in compliance with state and federal civil rights and non-discrimination laws and regulations including but not limited to Title VI and Title VII of the Civil Rights Act of 1964 as amended, the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act as amended, and the Ohio Civil Rights Law. During the performance of this Agreement, the Contractor will not discriminate against any employee, contract worker, or applicant for employment because of race, color, religion, sex, sexual orientation, national origin, ancestry, disability, Vietnam-era veteran status, age, political belief, or place of birth. Such action shall include, but is not limited to, the following: employment, upgrading, demotion or transfer; recruitment advertising, layoff, or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship; and the procurement of materials and equipment. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices stating that the Contractor complies with all applicable federal and state non-discrimination laws. The Contractor agrees not to establish or knowingly permit any such practice or practices of discrimination or segregation in reference to anything related to this Agreement, or in reference to any contractors or subcontractors of said Contractor.
17. The Contractor certifies and affirms that the Contractor will comply with all applicable state and federal laws regarding a drug-free workplace. The Contractor will make a good faith effort to ensure that all employees performing duties or responsibilities under this Agreement, while working on the state, county, or private property, will not purchase, transfer, use or possess illegal drugs or alcohol, or abuse prescription drugs in any way.
18. The Contractor warrants that its services and/or goods shall be performed and/or provided in a professional and work like manner in accordance with applicable professional standards. The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one year from the date of completion. The Contractor warrants and guarantees for a period of one year from the date of completion of the improvement, that it is free from all defects due to faulty materials or workmanship, and The Contractor shall promptly make corrections as may be necessary by reason of such defects. The Board will give notice of observed defects with reasonable promptness. In the event that The Contractor should fail to make repairs, adjustments, or other work, which may be made necessary by such defects, The Board may do so and charge The Contractor the cost thereby incurred. If applicable, THE CONTRACT BOND SHALL REMAIN IN FULL FORCE AND EFFECT THROUGH THE GUARANTEE PERIOD.

19. When the work is completed, the site shall be cleaned of all rubbish and debris caused by the construction and/or demolition. All temporary structures, surplus materials, and equipment shall be removed and the project left in a neat and presentable condition.
20. After ten (10) days from delivery of a Written Notice to The Contractor, the Board may, without cause and without prejudice to any other right or remedy, elect to terminate this agreement. In such case, The Contractor shall be paid for all work executed and any expense sustained, unless such termination was due to the act or conduct of the Contractor.
21. This Agreement is a matter of public record under the laws of the State of Ohio. The Contractor agrees to make copies of this Agreement promptly available to any requesting party. Upon request made pursuant to Ohio law, the Board shall make available the Agreement and all public records generated as a result of this Agreement. By entering into this Agreement, the Contractor acknowledges and understands that records maintained by the Contractor pursuant to this Agreement may be deemed public records and subject to disclosure under Ohio law. The Contractor shall comply with the Ohio public records law.
22. The Contractor warrants that at the time of entering into this Agreement, it has no interest in nor shall it acquire any interest, direct or indirect, in any contract, which will impede its ability to perform the services under this Agreement. The Contractor has no knowledge of any situation, which would be a conflict of interest. It is understood that a conflict of interest occurs when a Board employee will gain financially or receive personal favors as a result of the signing or implementation of this Agreement. The Contractor shall report the discovery of any potential conflict of interest to the Board. Should a conflict of interest be discovered during the term of this contract, the Board may exercise any right under this Agreement, including termination.
23. Nothing in this Agreement establishes a partnership, association, or joint venture with the Contractor in the conduct of the provisions of this Agreement. The Contractor shall at all times have the status of an independent without the right or authority to impose tort, contractual, or any other liability on the Board.
24. This instrument embodies the entire agreement between the parties, and any prior understanding, agreement, or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated into this Agreement. There are no promises, terms, conditions, or obligations other than those contained within this Agreement. This Agreement shall supersede all previous communications, representations, or contracts, either written or oral, between the parties to this Agreement.
25. If any term or provision of this Agreement or the application of such term or provision to any person or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to any persons or circumstances other than those as to which it is held to be invalid or unenforceable, shall remain unaffected and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

26. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party. All amendments and changes shall be dated and become part of the original Agreement. The terms of this Agreement are hereby agreed to by both parties, as shown by the signatures of representatives of each.
27. The Agreement shall for all purposes be construed and enforced under and in accordance with the Laws of the State of Ohio and shall have been deemed to have been executed in Fairfield County, Ohio. Further, the parties agree to submit to the jurisdiction of, and agree that the venue is proper in the Fairfield County Common Pleas Court, Fairfield County, Ohio.

In Witness Whereof, the parties hereto have executed this Agreement, in duplicate, as of the 21st day of January 2025.



CONTRATOR

1-17-2025

DATE

FAIRFIELD COUNTY

DATE

Exhibit A

Columbus Building Services, Inc.

3995 Thistlewood Drive

Grove City, OH 43123

614-837-6194

12/19/2024

Bid Number: 24-030

PROJECT QUOTE

Customer: Fairfield County

Job Location: Jobs & Family Services
239 W. Main St.
Lancaster, OH. 43130

Project Description:

Fairfield County JFS RTU Replacement

Columbus Building Services, Inc.

PRICING AND PAYMENT

The price of this quote will be: \$ **207,168**
Payment is due within 30 days of the invoice date.

JOB SPECIFICATIONS

This quote includes labor and materials to:

- Equipment is expected to be here around the 1st of June. We will plan to perform the work outlined below, 2 weeks after all equipment arrives at the crane yard & has been inspected for any transport damage. We will then get our crane company scheduled to perform the work as soon as 2 weeks after arrival.
- Once the equipment & curbs arrive, we will then measure all 3 curb adapters & verify that they match the approved submittals. If we are awarded the project, we will also dig deep into the old units & the new submittals to verify that what's been selected will work. This way, if anything needs changed on the curbs, we will have time to get any potential issue corrected prior to them being built.
- Replace all (3) RTU's between Friday at 5pm & Sunday Evening over 1 weekend.
- CBSI will receive the new CUSTOMER ordered RTU's & curb adapters.
- We will inspect the equipment upon delivery & store them in a secured yard until the lift date.
- On the lift date, we transport all of the equipment to the jobsite with proper permits.
- The evening before the lifts, we will recover the refrigerant from each RTU & dispose of properly.
- We will unwire the electric & the controls from each RTU the evening before the lifts.
- We will replace all 3 RTU's with their new curb adapters.
- CBSI will dispose of the old equipment properly.
- The main electric from each RTU will need to be extended to reach the panels on the new RTU's.
- CBSI will install the new I.P. lines from each RTU down to the server room for Veregy & we will work with Veregy directly to get everything on the DDC side wired in & commissioned to verify proper operation of the RTU's.
- We will also run tubing down to the new duct static pressure sensors that come with the new RTU's. They will be installed as according to the manufacturer in the existing ductwork 2/3rds down the line.
- We will also wire in the CO2 sensor that comes with the RTU's but field installed.
- CBSI is the preferred factory start-up contractor for Daikin in our area. We will provide a full factory start-up as soon as we get the units powered up & then we will set all of the configurations as needed for the application it's serving.
- CBSI will also work with Veregy so that we can immediately input all of the unique I.P. & BacNet settings into the RTU's so that Veregy can see each RTU immediately & can start controlling them thru the BAS asap.
- Once the RTU's are running & being controlled by the building BAS (Veregy), we will work directly with our balancing contractor to traverse the duct under each RTU as detailed in the scope. We will work directly with Mark from Veregy to coordinate the boxes for each RTU 100% open. We will then provide the customer with our results.
- After the units are installed, CBSI will honor any & all warranty issues that may arise with the new units in the 1st year.
- A Performance Bond has been included to the above project price.

Andy Ross

CBSI Service Estimator
BID # - 24-030

CUSTOMER ACCEPTANCE

This Agreement is subject to the terms and conditions on the back page.

Accepted by: _____

Date: _____

Columbus Building Services, Inc.

TERMS AND CONDITIONS

1. Price Adjustment

Price adjustment may be required based on future prevailing conditions and cost of goods. The above listed price is locked upon execution of this Agreement otherwise it is valid for thirty (30) days.

2. Labor Warranty

CBSI hereby agrees to warranty our workmanship for 1-year. The warranty period shall begin on the date of the final invoice.

3. Payment

Columbus Building Services, Inc. (CBSI) reserves the right to discontinue its service anytime payments have not been made as agreed.

4. Liability

Columbus Building Services, Inc. responsibility for injury to persons or property shall be limited to injury caused directly by its negligence in performing operations under this Agreement. CBSI will not be liable for any damage caused by misuse or abuse, faulty system design, unauthorized alteration of equipment, operation of equipment contrary to manufacturers' specifications and instructions, utility service needed for the operation of the equipment, flood, accident, theft, sabotage, or any other calamity or malicious act or condition beyond CBSI's control.

5. Customer's Obligations

Operate equipment in accordance with manufacturers' recommendations. Promptly notify CBSI of any unusual operating conditions. Pay for services and materials not specifically included in this Agreement, which will be billed upon Customer's authorization at prevailing rates. Provide proper disposition of used oil and contaminated refrigerant in accordance with applicable laws and regulations.

6. All work will be performed during normal business hours; Mon-Fri, 7am - 4pm.

Columbus Building Services, Inc.

3995 Thistlewood Drive

Grove City, OH 43123

614-837-6194

12/19/2024

Bid Number: **24-030**

PROJECT QUOTE

Customer: Fairfield County

Job Location: Jobs & Family Services
239 W. Main St.
Lancaster, OH. 43130

Project Description:

Fairfield County JFS RTU Replacement

Columbus Building Services, Inc.

PRICING AND PAYMENT

The price of this quote will be: \$ 207,168
Payment is due within 30 days of the invoice date.

JOB SPECIFICATIONS

This quote includes labor and materials to:

- Equipment is expected to be here around the 1st of June. We will plan to perform the work outlined below, 2 weeks after all equipment arrives at the crane yard & has been inspected for any transport damage. We will then get our crane company scheduled to perform the work as soon as 2 weeks after arrival.
- Once the equipment & curbs arrive, we will then measure all 3 curb adapters & verify that they match the approved submittals. If we are awarded the project, we will also dig deep into the old units & the new submittals to verify that what's been selected will work. This way, if anything needs changed on the curbs, we will have time to get any potential issue corrected prior to them being built.
- Replace all (3) RTU's between Friday at 5pm & Sunday Evening over 1 weekend.
- CBSI will receive the new CUSTOMER ordered RTU's & curb adapters.
- We will inspect the equipment upon delivery & store them in a secured yard until the lift date.
- On the lift date, we transport all of the equipment to the jobsite with proper permits.
- The evening before the lifts, we will recover the refrigerant from each RTU & dispose of properly.
- We will unwire the electric & the controls from each RTU the evening before the lifts.
- We will replace all 3 RTU's with their new curb adapters.
- CBSI will dispose of the old equipment properly.
- The main electric from each RTU will need to be extended to reach the panels on the new RTU's.
- CBSI will install the new I.P. lines from each RTU down to the server room for Veregy & we will work with Veregy directly to get everything on the DDC side wired in & commissioned to verify proper operation of the RTU's.
- We will also run tubing down to the new duct static pressure sensors that come with the new RTU's. They will be installed as according to the manufacturer in the existing ductwork 2/3rds down the line.
- We will also wire in the CO2 sensor that comes with the RTU's but field installed.
- CBSI is the preferred factory start-up contractor for Daikin in our area. We will provide a full factory start-up as soon as we get the units powered up & then we will set all of the configurations as needed for the application it's serving.
- CBSI will also work with Veregy so that we can immediately input all of the unique I.P. & BacNet settings into the RTU's so that Veregy can see each RTU immediately & can start controlling them thru the BAS asap.
- Once the RTU's are running & being controlled by the building BAS (Veregy), we will work directly with our balancing contractor to traverse the duct under each RTU as detailed in the scope. We will work directly with Mark from Veregy to coordinate the boxes for each RTU 100% open. We will then provide the customer with our results.
- After the units are installed, CBSI will honor any & all warranty issues that may arise with the new units in the 1st year.
- A Performance Bond has been included to the above project price.

Andy Ross

CBSI Service Estimator

BID #- 24-030

CUSTOMER ACCEPTANCE

This Agreement is subject to the terms and conditions on the back page.

Accepted by: _____

Date: _____

Columbus Building Services, Inc.

TERMS AND CONDITIONS

1. Price Adjustment

Price adjustment may be required based on future prevailing conditions and cost of goods. The above listed price is locked upon execution of this Agreement otherwise it is valid for thirty (30) days.

2. Labor Warranty

CBSI hereby agrees to warranty our workmanship for 1-year. The warranty period shall begin on the date of the final invoice.

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Columbus Building Services, Inc. responsibility for injury to persons or property shall be limited to injury caused directly by its negligence in performing operations under this Agreement. CBSI will not be liable for any damage caused by misuse or abuse, faulty system design, unauthorized alteration of equipment, operation of equipment contrary to manufacturers' specifications and instructions, utility service needed for the operation of the equipment, flood, accident, theft, sabotage, or any other calamity or malicious act or condition beyond CBSI's control.

5. Customer's Obligations

Operate equipment in accordance with manufacturers' recommendations. Promptly notify CBSI of any unusual operating conditions. Pay for services and materials not specifically included in this Agreement, which will be billed upon Customer's authorization at prevailing rates. Provide proper disposition of used oil and contaminated refrigerant in accordance with applicable laws and regulations.

6. All work will be performed during normal business hours; Mon-Fri, 7am - 4pm.

ITEM 1: BASE HVAC Renovations 2024:

Base Scope of Work: Provide specified HVAC Renovations 2024. Proposer agrees to furnish equipment & perform all the services work necessary, as described in the specifications and shown on the documents, including applicable Installation Project Coordination & services:

for the sum of: \$ 207,168

Sum in words:

Two Hundred Seven Thousand, One Hundred Sixty-Eight and
00 /100 dollars.

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

Having carefully read and examined the entire set of Construction Documents, including without limitation the Drawings, Specifications and all Addenda (listed above) prepared by the Owner for the above referenced Project; **and** with a clear understanding of the delineation between Base Proposal and Alternate work (if applicable; **and** having visited and examined the site, premises, and the conditions affecting the work, the undersigned Proposer/Design Building proposes to perform all Work, furnish all labor, materials and equipment for this Project in strict compliance with the Construction Documents for the sums indicated above.

Signed By Design Builder/Proposer: 

Date: 12/19/24

Printed Name: Andrew M. Ross

Title: Vice-President

Company Name: Columbus Building Services, Inc

Address: 3995 Thistlewood Dr
Grove City, Ohio 43123

Phone: 12-19-24

CONTRACT FORM A

Fairfield County Commissioners
Government Services Center HVAC Rooftop Equipment

PROPOSALS FORM

Proposals Must be submitted on this form only. (Type or Print
Clearly)

Prevailing Wage rates apply.

The time for Substantial Completion of all Work is **175** consecutive days from the Notice to Proceed.

Having read and examined the proposed Contract Documents prepared by the Engineer for the above-referenced Project and the following Addenda:

Addendum Number	Date Received
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The undersigned Design Bulder proposes to perform all Work for the applicable Contract in accordance with the proposed Contract Documents, for the following sum(s):

ALLOWANCES (Include Allowance amounts in the Base Proposal below. The Contractor's Fee and costs for unloading and handling on the Site, labor, installation costs, and other expenses contemplated for the Allowances are included in the Base Proposal and not in the Allowance.)

ITEM	DESCRIPTION	AMOUNT
Allowance	General Use	\$35,000.00

The allowance IS included to the quoted price

COLUMBUS BUILDING SERVICES



COMMERCIAL/INDUSTRIAL HEATING & AIR-CONDITIONING

3995 Thistlewood Dr Suite B Grove City, OH 43123
(614) 837-6194 www.cbsiohio.com
OH License # 29577

Statement of Qualifications

Columbus Building Services, Inc was established in 1995. We are state licensed in HVAC, Plumbing, Hydronics, and Refrigeration.

Since inception, CBSI has been providing exceptional service in HVAC maintenance, installation, plumbing, and building automation projects.

*Previous projects include Fairfield County Workforce Center, Cooling tower installation at the Fairfield County Hall of Justice, and various maintenance programs in the county. We have installed commercial roof top units at Amanda Schools, Nelsonville York Schools and several others.

CBSI has 50 employees, HVAC service technicians, plumbers and pipe fitters. We also have an internal sheet metal division and building automation installation team.

Current projects we are completing now:

- Vinton County make-up air install – Cost \$54,000
- Lostro Athens install RTU units, heaters, etc. – Cost \$947,631
- Pickaway Ross Tech Center Univent, Mini Splits, and RTU install – Cost \$686,315
- Marion County BAS and Mechanical Project – Cost \$818,686

Columbus Building Services has been doing commercial project installations since conception, we have team leads as well as project managers that oversee these types of projects. Our office consists of Lowell McElroy -service manager, Lisa Stuart - office manager and Jimmy Bushman warehouse manager on site.

Owners and project managers are Andy Ross and Richard McDermitt have owned the company since 2012

- Our sheet metal division manager Larry Pope has 30 years of experience.
- Travis Skaggs, Kevin Potts and Chris Carver project managers have over 60 years collectively.

COLUMBUS BUILDING SERVICES



COMMERCIAL/INDUSTRIAL HEATING & AIR-CONDITIONING

Prosecutor's Approval Page

Resolution No.

A Resolution to Approve contract for the HVAC Install services for the GSB RTU Project

(Fairfield County Facilities)

Approved as to form on 1/23/2025 2:35:31 PM by Amy Brown-Thompson,

A handwritten signature in blue ink that reads "Amy Brown-Thompson". The signature is written in a cursive, flowing style.

Amy Brown-Thompson
Prosecutor's Office
Fairfield County, Ohio

Signature Page

Resolution No. 2025-01.28.g

A Resolution to Approve a Contract for the HVAC Install Services for the GSB RTU Project

(Fairfield County Facilities)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A Resolution to Approve a Lease Agreement for the Fairfield County Juvenile Court by and Between the City of Lancaster and the Board of County Commissioners

WHEREAS, The Fairfield County Juvenile Court on behalf of the Fairfield County Commissioners wish to contract with the City of Lancaster; and

WHEREAS, The City of Lancaster has provided the Second Floor (top floor) of the City Annex Building and the parking lot immediately adjacent to the rear entry of the Second Floor, having a mailing address of 123 East Chestnut Street, Lancaster, Ohio 43130, together with reasonable rights of ingress and egress over properties owned by Lessor; and

WHEREAS, the Fairfield County Board of County Commissioners have reviewed the terms of the attached lease and desire to enter into it.

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

Section 1. That the Board of Commissioners resolve to approve a lease agreement for the Fairfield County Juvenile Court by and between the City of Lancaster and the Board of County Commissioners.

Prepared by: Alisha Hoffman
cc: Juvenile Court

LEASE AGREEMENT

This LEASE AGREEMENT ("Lease" or "Agreement") is made and entered into on this ____ day of January 2025 by and between the City of Lancaster, an Ohio municipal corporation ("City" or "Lessor") and the Board of County Commissioners for Fairfield County, Ohio ("Commissioners" or "Lessee"), pursuant to the terms and conditions set forth below.

ARTICLE I

1.01 Description

Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, certain real property ("Leased Premises") situated in the City of Lancaster, County of Fairfield, State of Ohio, and being more particularly described as follows:

The Second Floor (top floor) of the City Annex Building and the parking lot immediately adjacent to the rear entry of the Second Floor, having a mailing address of 123 East Chestnut Street, Lancaster, Ohio 43130, together with reasonable rights of ingress and egress over properties owned by Lessor.

1.02 Lease Term & Termination

The term of this Lease shall be for a period of ONE (1) YEAR commencing on the 1st day of January 2025 and terminating on the 31st day of December 2025 (the "Annual Lease Term") unless Lessee elects to convert the Annual Lease Term to a month to month tenancy ("Monthly Lease Term") after the Annual Lease Term (collectively "Lease Term"). If the Lessee holds over beyond the 31st day of December 2027, Lessor shall have the right to terminate tenancy with thirty (30) days' written notice or pursuant to Ohio law.

ARTICLE II

2.01 Rent for Annual Lease Term

For the Annual Lease Term, Lessee shall pay Lessor as rent for the Lease Premises the annual sum of FIFTY-EIGHT THOUSAND THIRTY-THREE DOLLARS AND EIGHTY-FOUR CENTS (\$58,033.84), payable in eleven monthly installments of FOUR THOUSAND EIGHT HUNDRED THIRTY-SIX DOLLARS AND FIFTEEN CENTS (\$4,836.15) and one monthly installment of FOUR THOUSAND EIGHT HUNDRED THIRTY-SIX DOLLARS AND NINETEEN CENTS (\$4,836.19).

2.02 Rent for Monthly Lease Term

For any portion of the Monthly Lease Term in 2026, Lessee shall pay Lessor as rent for the Lease Premises the annual sum of FIFTY-NINE THOUSAND SEVEN HUNDRED SEVENTY-FOUR DOLLARS AND EIGHTY-SIX CENTS (\$59,774.86), payable in eleven monthly installments of FOUR THOUSAND NINE HUNDRED EIGHTY- ONE DOLLARS AND TWENTY-THREE CENTS (\$4,981.23) and one monthly installment of FOUR THOUSAND FIVE HUNDRED FIFTY-EIGHT DOLLARS AND THIRTY-THREE CENTS (\$4,981.33).

For any portion of the Monthly Lease Term in 2027, Lessee shall pay Lessor as rent for the Lease

Premises the annual sum of SIXTY-ONE THOUSAND FIVE HUNDRED SIXTY-EIGHT DOLLARS AND ELEVEN CENTS (\$61,568.11), payable in eleven monthly installments of FIVE THOUSAND ONE HUNDRED THIRTY DOLLARS AND SIXTY-SEVEN CENTS (\$5,130.67) and one monthly installment of FIVE THOUSAND ONE HUNDRED THIRTY DOLLARS AND SEVENTY-FOUR CENTS (\$5,130.74).

Lessee shall notify Lessor in writing within SIXTY (60) days prior to December 15th of 2025 of Lessee's intent to discontinue this Lease or convert to a Monthly Lease Term. Only THIRTY (30) days' notice of termination shall be required for any Monthly Lease Term.

All rent payments shall be due on or before the 5th day of every month, except the month of January when rent shall be due on or before the 31st of the month, and made payable to the "CITY OF LANCASTER" at the following address (unless otherwise designated by the Lessor in writing):

City of Lancaster
Service-Safety Director's Office
104 East Main Street
Lancaster, Ohio 43130

Lessee shall deliver to Lessor the first monthly rent payment at the time this Lease is executed.

ARTICLE III

3.01 Use of Premises

The Lease Premises shall be used by the Fairfield County Juvenile and Probate Court for the exclusive purpose of providing court services during the Lease Term. Lessee shall not use the Leased Premises for any other purpose without the prior written consent, in writing, of Lessor.

ARTICLE IV

4.01 Taxes and Assessments

Lessor shall pay and discharge any and all real estate taxes and assessments that are incurred or otherwise become due and payable during the Lease Term.

ARTICLE V

5.01 Lessor's Insurance Obligations

Lessor shall maintain insurance coverage during the period of the Lease Term as follows:

1. Fire and extended coverage insurance on the Leased Premises in an amount not less than one hundred percent (100%) of the value of the Leased Premises and other improvements to the Leased Premises existing as of the date this Lease is executed. This coverage will include any improvements made by Lessee to the Leased Premises and agreed to by Lessor during the term of the Lease.
2. Public liability insurance in an amount not less than one million dollars (\$1,000,000.00) per occurrence, two million dollars (\$2,000,000.00) in the aggregate.

5.02 Lessee's Insurance Obligation

Lessee shall, within thirty (30) days from the execution of this Lease, provide Lessor with evidence in the form of a Certificate of Insurance, and maintain during the entire Lease Term, insurance coverage as follows:

1. Public liability insurance in an amount not less than one million dollars (\$1,000,000.00) for injury to or death of any one person and not less than two million dollars (\$2,000,000.00) for injury to or the death of more than one person arising out of any one occurrence.
2. Personal property and/or renter's insurance in an amount not less than one hundred percent (100%) of the value of Lessee's personal property stored on the Leased Premises.

5.03 Subrogation Waiver

Lessor and Lessee agree that, in the event of loss due to any of the perils for which they have agreed to provide insurance, each party shall look solely to its own insurance for recovery. Lessor and Lessee grant to each other, on behalf of any insurer or self-insurance providing insurance to either of them with respect to the Leased Premises, a waiver of any right of subrogation that any insurer of one party may acquire against the other by virtue of payment of any loss under such insurance.

5.04 Proof of Coverage

The original copies of any insurance policy required under this Lease may be retained by the insured, but the other party shall have the right to inspect any and all such policies, and the insured, on demand, agrees to furnish the other party proof of payment of the premium or premiums on any such policies not later than January 31st of each calendar year.

5.05 Failure to Secure

If either party at any time during the Lease Term fails to secure or maintain the foregoing insurance, the other party shall be permitted to obtain such insurance in the defaulting party's name or as the agent of the defaulting party and shall be compensated by the defaulting party for the cost of the insurance premiums.

5.06 Fire and Casualty Damage

If the building or other improvements on the Leased Premises should be destroyed by fire or other casualty, Lessee shall give notice thereof to Lessor as soon as practicable. If the Leased Premises should be damaged by fire or other casualty that renders the Leased Premises uninhabitable, this Lease shall terminate immediately and rent shall be abated for the unexpired portion of the Lease Term, effective as of the date of said occurrence of the damage. Lessor has the sole discretion in choosing whether or not to rebuild, repair or restore the Leased Premises, and upon what terms, in the event of property damage by fire or another casualty.

ARTICLE VI

6.01 Waste and Nuisance

Lessee shall not commit, or suffer to be committed, any waste upon the Leased Premises, nor shall it maintain, commit, or permit the maintenance or commission of any nuisance on the Leased Premises or use the Leased Premises for any unlawful purpose.

ARTICLE VII

7.01 Lessor's Duties

Lessor agrees to perform as follows during the Lease Term:

1. Lessor agrees to keep the Leased Premises in good order and repair, reasonable wear and tear excepted, and further agrees to keep the Leased Premises clean and free from nuisance and waste.
2. Lessor shall provide Lessee with programmed key fobs for access to the Leased Premises.
3. Lessor shall maintain the two lobby door release buttons for Lessee in their current location in the Leased Premises.
4. Lessor shall provide water, sewer, storm water, gas, and electric utilities to the Leased Premises.
5. Lessor shall maintain insurance with respect to the Leased Premises as set forth in Section 5.01 above and any costs associated with such services.
6. Lessor shall provide general facility maintenance for the Leased Premises, including but not limited to replacement of ceiling lights as needed.
7. Lessor shall provide snow plowing services for the parking lot of the Leased Premises and snow removal on front sidewalk of building and entrance as needed.
8. Lessor shall provide salting and/or ice treatment for the front sidewalk leading up to the public access doorway to the Leased Premises as needed (but NOT treatment of the parking lot and/or adjoining rear entry to the Leased Premises).
9. Lessor shall provide for the removal of trash and other waste from the Leased Premises (but no other janitorial or cleaning services) and the stocking of bathroom supplies including toilet paper, paper towels, and liquid soap for the currently installed bathroom dispensers only.
10. Lessor shall loan Lessee the use of cubicle/wall partitions of the Law Director's Office.

7.02 Lessee's Duties

Lessee agrees to perform as follows during the Lease Term:

1. Lessee agrees to keep the Leased Premises in good order and repair, reasonable wear and tear excepted, and further agrees to keep the Leased Premises clean and free from nuisance and waste.
2. Lessee shall be responsible for providing their own IT/telephone/communication services (*e.g.*, Internet, telephone, copier, and fax) to the Leased Premises and shall bear the costs associated with such services.
3. Lessee shall be responsible for providing an alarm system, at Lessee's option, for the Leased Premises and shall bear any costs associated with such services.
4. Lessee shall be responsible for providing insurance for the Leased Premises as set forth in Section 5.02 above and any costs associated with such services.
5. Lessee shall be responsible for the cost of any alterations and improvements to the Leased Premises subject to the terms and conditions of Section 18.10 below.
6. Lessee shall be responsible for any salting and/or treatment for ice in the parking lot and adjoining rear entry to the Lease Premises.

ARTICLE VIII

8.01 Alterations, Improvements and Fixtures

Lessee shall be permitted to alter or improve the Leased Premises with the prior approval of Lessor as set forth in Section 18.10 below.

ARTICLE IX

9.01 Quiet Possession

Lessee shall have the right to peaceful and quiet enjoyment of the Leased Premises for the Lease Term, provided that Lessee pays rent and otherwise performs as required under this Lease.

ARTICLE X

10.01 Delivery of Possession

If Lessor is unable, for any reason whatsoever, to deliver possession of the Leased Premises on the commencement date of this Lease as set forth in Section 1.02 above, this Lease shall become null and void and of no effect. Lessor shall forthwith return to Lessee any payments or other consideration, if any, delivered by Lessee to Lessor and the parties hereto shall be under no further obligation or liability to each other arising from this Lease.

ARTICLE XII

12.01 Condemnation

If, during the Lease Term or any extension or renewal thereof, the Leased Premises should be taken for any public or quasi-public use under any law, ordinance, or regulation, or by right of eminent domain, or should the Leased Premises be sold to the condemning authority under threat of condemnation, this Lease shall terminate and the rent shall be abated for the unexpired portion of this Lease, effective as of the date of the taking of the Leased Premises by the condemning authority. Lessor and Lessee shall each be entitled to receive and retain such separate and portions of lump sum awards as may be allocated to their respective interest in any condemnation proceedings. The termination of this Lease shall not affect the rights of the respective parties to such awards.

ARTICLE XIII

13.01 Default by Lessee

In the event Lessee is in arrears more than thirty (30) days, is otherwise in default for a period of more than thirty (30) days, or should any other person other than Lessee secure possession of the Leased Premises or any part thereof by reason of any receivership, bankruptcy proceedings, or other operation of law, in any manner whatsoever, Lessor shall deliver upon Lessee Notice of Default as prescribed in Section 18.13 below. Lessee shall have ten (10) business days to correct said default following the delivery of written notice by Lessor. If Lessee fails to cure the Default, Lessor may at its option, without notice to Lessee, terminate this Lease.

All rights and remedies of Lessor under this Lease shall be cumulative, and none shall exclude any other right or remedy at law. Such rights and remedies may be exercised and enforced concurrently and whenever and as often as occasion therefore arises.

ARTICLE XIV

14.01 Inspection by Lessor

Lessee shall permit Lessor or his agents, after having been provided with reasonable notice, to enter into and upon the Leased Premises for the purposes of inspecting the Leased Premises, for maintaining any City utility, easement, traffic control device, or IT/telephone/communication network, or for making needed repairs or otherwise performing as required under this Lease.

ARTICLE XV

15.01 Assignment by Lessee

Lessee shall not assign or transfer any right under this Lease without the prior written consent of Lessor, nor shall Lessee sublet the Leased Premises or any part or parts thereof or allow anyone to come in, through, or under it without the prior written consent of Lessor. Should Lessor agree to any assignment under this Lease, or to any sublet of the Leased Premises or part thereof, such act shall not operate to eliminate, sever, or exhaust any of Lessor's rights under this Lease.

15.02 Assignment by Lessor

Lessor shall have the right to assign any or all of its interest(s) or right(s) as set forth in this Lease, with prior written approval of Lessee. Should Lessee refuse to approve Lessor's assignment, then this Lease shall terminate effective SIXTY (60) days after said refusal and occupancy shall thereafter be on a month-to-month basis until Lessee vacates the Leased Premises.

ARTICLE XVI

16.01 Subordination

Lessee agrees that, at Lessor's option, this Lease may be subordinated to any mortgages or trust deeds that are now or may hereafter be placed upon the Leased Premises and to any and all advances to be made hereunder, and to the interest thereon, and all renewals, replacements and extensions necessary or appropriate to affect such subordination.

ARTICLE XVII

17.01 Lessee's Estoppel

Lessee shall, from time to time, upon not less than five (5) days prior written notice from Lessor, execute, acknowledge and deliver to Lessor a written statement certifying that the Lease is unmodified and in full force and effect, or that the Lease is in full force and effect as modified and listing the instruments of modification; the dates to which the rents and other charges have been paid; and, whether or not to the best of Lessee's knowledge Lessor is in default hereunder and, if so, specifying the nature of the default. It is intended that any such statement delivered pursuant to this provision may be relied upon by a prospective purchaser of Lessor's interest or mortgagee of Lessor's interest or assignee of any mortgage upon Lessor's interest in the Leased Premises.

ARTICLE XVIII

18.01 Parties Bound

This Lease shall be binding upon and inure to the benefit of the parties and their respective heirs, executors, administrators, legal representatives, successors and assigns when permitted by this Lease.

18.02 Governing Law

This Lease shall be construed under and in accordance with the laws of the State of Ohio, and all obligations of the parties created hereunder are performable in Fairfield County, Ohio.

18.03 Legal Construction

In case any one or more of the provisions contained in this Lease shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and the remainder of this Lease shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

18.04 Sole Agreement of the Parties

This Lease constitutes the entire agreement between the parties and supersedes any prior understandings or agreements, written or oral, with respect to the subject matter addressed herein.

18.05 Amendment

No amendment, modification, or alteration of the terms of this Lease shall be binding unless in writing, dated subsequent to the date hereof, and duly executed by the parties hereto.

18.06 Rights and Remedies Cumulative

The rights and remedies as provided in this Lease are cumulative, and the use of any one right or remedy by either party shall not preclude or waive its right to use any or all other remedies. Said rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

18.07 Waiver of Default

No waiver by the parties hereto of any default or breach of any term, condition, or covenant of this Lease shall be deemed to be a waiver of any other breach of the same or any other term, condition or covenant contained herein.

18.08 Excuse

Neither Lessor nor Lessee shall be required to perform any term, condition, or covenant in this Lease so long as such performance is delayed or prevented by any acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of Lessor or Lessee, and which by the exercise of due diligence Lessor or Lessee is unable, wholly or in part, to prevent or overcome.

18.09 Time of Essence

Time is of the essence with regard to all aspects of this Lease.

18.10 Signs and Alterations

Lessee shall not erect or install any exterior or interior window or door sign, any advertising media or window or door lettering, or any placards without the prior consent of Lessor. Lessee agrees not to use any advertising media that shall be deemed objectionable to Lessor, such as loudspeakers, phonograph or radio broadcasts in a manner to be heard outside the Leased Premises.

Lessee shall not install any exterior lighting or plumbing fixtures, shades or awnings, or any exterior

decorations or painting, or build any fences, without the prior consent of Lessor.

Lessee shall make no alterations, additions or improvements to the Leased Premises without the prior consent of Lessor. Lessor rents the Leased Premises "as is" and any alterations or additions by Lessee are at the sole cost and expense of Lessee. All alterations, additions, improvements, and fixtures, other than trade fixtures, which are present or which may be installed in the future, by either party, upon the Leased Premises and which are attached to the floors, walls or ceilings, shall be the property of Lessor and at the termination of this Lease shall remain upon and be surrendered with the Leased Premises as a part thereof, without disturbance, molestation, or injury.

18.11 Rules and Regulations

Lessor may, from time to time, adopt and impose rules and regulations respecting use and occupancy of any common areas of the Leased Premises, or any real estate of which the Leased Premises constitutes a part. Upon adoption by Lessor, said rules and regulations shall be deemed a part of this Lease and incorporated as if rewritten herein, and shall be binding upon Lessee and Lessee's agents, servants, and employees, and all persons visiting the Leased Premises or claiming under Lessee.

Lessor may alter, rescind, or modify such rules and regulations, which shall take effect immediately after notice thereof in writing is served upon Lessee. Failure by Lessee to comply with any such rules and regulations shall be deemed a breach and default of this Lease.

18.12 Memorandum of Lease

Lessee agrees that Lessor, at Lessor's option, may require Lessee to execute a Memorandum of Lease for recording with the Fairfield County Recorder in lieu of recording this Lease. If Lessor, at Lessor's sole discretion, deems such action to be appropriate, Lessee shall execute said Memorandum of Lease within ten (10) days of being presented with the Memorandum of Lease for execution.

18.13 Notices

Any notice required or permitted to be given under this Lease shall be made in writing and shall be delivered by hand, telecopy or by certified U.S. Mail, return receipt requested, as follows:

TO LESSOR:
City of Lancaster
Service-Safety Director's Office
104 E. Main Street
Lancaster, Ohio 43130

TO LESSEE:
Fairfield County Juvenile Court Judge
224 E. Main Street
Lancaster, Ohio 43130

AND

Fairfield County Commissioners
210 E. Main Street
Lancaster, Ohio 43130

18.14 Pronouns

Words of any gender herein shall include the other gender where appropriate.

18.15 Captions and Paragraph Headings

The captions of the several paragraphs of this Lease are not part of the context hereof, but are only guides or labels to assist in locating and reading the several provisions hereof.

18.16 Binding Effect

This Lease shall bind the parties hereto, their respective assigns, successors, receivers, and legal representatives, of any type whatsoever, and may not be modified unless done so in writing and signed by the parties hereto.

18.17 Other Agreements

This Lease shall not alter or affect any other existing lease agreements of Lessor with regard to the subject property.

IN WITNESS WHEREOF, the undersigned Lessor and Lessee have executed this Lease Agreement as of the day and year first above written.

FOR LESSOR:



Carrie Woody
Service-Safety Director
City of Lancaster

FOR LESSEE:

Fairfield County Board of Commissioners

Approved as to form:



Law Director & City Prosecutor's Office
City of Lancaster, Ohio

Approved as to form:

Fairfield County Prosecutor's Office
Fairfield County, Ohio

STATE OF OHIO :
 : SS
COUNTY OF FAIRFIELD :

Before me, a Notary Public, in and for said State, personally appeared the above-named _____, who signed the foregoing Lease and acknowledged the signing thereof to be his own voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal this _____ day of _____, 20____.

NOTARY PUBLIC

STATE OF OHIO :
 : SS
COUNTY OF FAIRFIELD :

Before me, a Notary Public, in and for said State, personally appeared the above-named _____, who signed the foregoing Lease and acknowledged the signing thereof to be his own voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal this ____ day of _____, 20____.

NOTARY PUBLIC

ROUTING FORM FOR CONTRACTS

The undersigned designee of the County affirms that he/she has reviewed the attached contract to ensure that it complies with County's needs and previous negotiations. The undersigned designee further affirms that the County has complied with the competitive selection process, as prescribed by Ohio Revised Code 9.17, and the applicable sections as outlined on this form, by selecting the applicable boxes below.

- A. ☐ Goods and/or Services in excess of \$77,250.00—competitively selected via an Invitation to Bid, pursuant to R.C. 307.86-307.92
- B. ☐ Goods and/or Services in excess of \$77,250.00—competitively selected via a Request for Proposals, pursuant to R.C. 307.862
- C. ☐ Public Improvement contracts—competitively selected pursuant to R.C. 153.08-153.12
- D. ☐ Architect/Engineer design services for public improvements—selected through the Request for Qualifications process pursuant to R.C. 153.65-153.72
- E. ☐ County Road Improvement/Construction—competitively selected pursuant to R.C. 5555.61
- F. ☐ The subject matter was exempt from competitive selection for the following reason(s):
1. ☐ Under \$77,250.00
 2. ☐ State Term #: _____ (copy of State Term Contract must be attached)
 3. ☐ ODOT Term #: _____ (See R.C. 5513.01)
 4. ☐ Professional Services (See the list of exempted occupations/services under R.C. 307.86)
 5. ☐ Emergency (Follow procedure under ORC 307.86(A))
 6. ☐ Sole Source (attach documentation as to why contract is sole source)
 7. ☐ Other: _____ (cite to authority or explain why matter is exempt from competitive bidding)
- G. ☐ Agreement not subject to Sections A-F (explain): _____
- H. ☐ Compliance with Fairfield County Board of Commissioners Procurement Guidelines
1. ☐ No County employee, employee's family member, or employee's business associate has an interest in this contract OR such interest has been disclosed and reviewed by the Prosecutor's Office
 2. ☐ No Finding for Recovery against Vendor as required under R.C. 9.24 (search via "Certified Search" on <http://ffr.ohioauditor.gov/>)
 3. ☐ Obtained 3 quotes for purchases under \$77,250.00 (as applicable)
 4. ☐ Purchase Order is included with Agreement

Signed this _____ day of _____, 20_____.

Alisha Hoffman, Budget & Grant Specialist
Name and Title

*** Please note that this checklist only addresses County and statutory requirements. If a contract is paid for with state and/or federal funds, please consult with the appropriate state and/or federal agency to ensure your department is complying with any additional requirements. By submitting a request for approval, you are certifying you have addressed County, statutory, and grant requirements.***

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE AGREEMENT BELOW

Agency
Clark Insurance
414 E. Main St.
PO Box 608
Lancaster, OH, 43130

July 1, 2024

COVERED MEMBER
Fairfield County Board of Commissioners
210 E. Main St., 3rd Floor
Attn: HR
Lancaster, OH 43130

COVERAGE TO MEMBER PROVIDED BY AGREEMENT WITH:

COUNTY RISK SHARING AUTHORITY
209 EAST STATE STREET
COLUMBUS OHIO 43215

JOINT SELF INSURANCE POOL FORMED UNDER OHIO REVISED CODE
CHAPTER # 2744

COVERAGES:
THIS IS TO CERTIFY THAT THE AGREEMENT WHICH PUT COVERAGE IN EFFECT AS LISTED BELOW HAS BEEN ISSUED TO THE POOL MEMBER NAMED ABOVE FOR THE TIME PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE PROTECTION AFFORDED BY THE COVERAGE AGREEMENT DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENT.

TYPE OF COVERAGE	MEMBER NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMIT
GENERAL LIABILITY INCLUDING ERRORS AND OMISSIONS LIABILITY	0320	5/1/2024	5/1/2025	\$1,000,000 occurrence
AUTO LIABILITY INCLUDING OWNED, NON-OWNED, HIRED AUTOMOBILES	0320	5/1/2024	5/1/2025	\$1,000,000
PROPERTY INCLUDING ALL REAL AND PERSONAL PROPERTY, AUTOMOBILES, AND EQUIPMENT	0320	5/1/2024	5/1/2025	Per Schedules on File Deductible \$5,000

OTHER

EXCESS LIABILITY	0320	5/1/2024	5/1/2025	\$4,000,000
EXCESS LIABILITY II	0320	5/1/2024	5/1/2025	\$6,000,000
CRIME: EMPLOYEE DISHONESTY/FAITHFUL PERFORMANCE	0320	5/1/2024	5/1/2025	\$1,000,000

DESCRIPTION OF OPERATIONS\LOCATIONS\VEHICLES\SPECIAL ITEMS

Proof of Coverage for leased space at Annex Building located at 123 E. Chestnut Street, 2nd Floor Lancaster, OH 43130.

CERTIFICATE HOLDER

City of Lancaster
104 E. Main Street
Lancaster, Ohio 43130

CANCELLATION:

SHOULD THE ABOVE DESCRIBED COVERAGE AGREEMENT BE
CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING
POOL WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE
CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL
SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY
KIND UPON THE ISSUING POOL, OR ITS REPRESENTATIVES.

Chris Clark
AUTHORIZED REPRESENTATIVE

ORIGINAL

Carri L. Brown, PhD, MBA, CGFM

Purchase Order

Fiscal Year 2025

Page: 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order #

202 - 00

Delivery must be made within doors of specified destination.

Expiration Date: 03/15/2026

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OJUVENILE COURT
224 E MAIN STREET
3RD FLOOR
LANCASTER, OH 43130
Phone: 740-652-7460V
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RCITY OF LANCASTER SERVICE
SAFETY DIRECTO
104 E MAIN ST
LANCASTER, OH 43130S
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OJUVENILE COURT
224 E MAIN STREET
3RD FLOOR
LANCASTER, OH 43130
Phone: 740-652-7460

VENDOR PHONE NUMBER		VENDOR FAX NUMBER		REQUISITION NUMBER	DELIVERY REFERENCE
740-687-6698				278	
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS		DEPARTMENT/LOCATION
01/01/2025	1849				JUVENILE COURT ADMIN
NOTES					

PO Requisitioner Name : Alisha Hoffman

E mail Address : alisha.hoffman@fairfieldcountyohio.gov

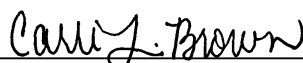
ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	CHESTNUT LEASE 2025 GL Account: 17100101 - 530000	1.0	EACH	\$58,033.84	\$58,033.84
GL SUMMARY					
17100101 - 530000		\$58,033.84			

Invoice Date ____/____/____ Invoice Amount \$ _____ To Be paid ____/____/____ Warrant # _____

COUNTY AUDITOR'S CERTIFICATE

It is hereby certified that the amount \$58,033.84 required to meet the contract, agreement, obligation, payment or expenditure, for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the County Treasury or in process of collection to the credit of the submitted Fund(s) free from any obligation or certification now outstanding.

Date: 01/01/2025



Auditor Fairfield County, OH

Purchase Order Total

\$58,033.84

For Department Use ONLY

Prosecutor's Approval Page

Resolution No.

A Resolution to Approve a Lease Agreement for the Fairfield County Juvenile Court
by and Between the City of Lancaster and the Board of County Commissioners

(Fairfield County Juvenile/Probate Court)

Approved as to form on 1/23/2025 1:54:32 PM by Amy Brown-Thompson,

A handwritten signature in blue ink that reads "Amy Brown-Thompson". The signature is written in a cursive, flowing style.

Amy Brown-Thompson
Prosecutor's Office
Fairfield County, Ohio

Signature Page

Resolution No. 2025-01.28.h

A Resolution to Approve a Lease Agreement for the Fairfield County Juvenile Court
by and between the City of Lancaster and the Board of County Commissioners

(Fairfield County Juvenile/Probate Court)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Township of Violet

WHEREAS, The Fairfield County Sheriff's Office is requesting the Board of Commissioners approval of a service agreement with the Township of Violet; and

WHEREAS, the purpose of the service agreement is for the continuation of the County to provide personnel and equipment necessary to perform policing servicing; and

WHEREAS, this agreement shall be effective January 1, 2025 through December 31, 2025.

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

Section 1. That the Fairfield County Board of Commissioners hereby approves the attached service agreement with the Township of Violet.

Prepared by: Elisa Dowdy

**CONTRACT FOR POLICE PROTECTION SERVICES FOR
VIOLET TOWNSHIP, FAIRFIELD COUNTY, OHIO**

This Agreement is entered into by and between the **Board of Commissioners of Fairfield County, Ohio, by and through the Fairfield County Sheriff's Office**, hereinafter referred to as "**the County**" and Violet Township, hereinafter referred to as "**the Township**".

WHEREAS, the Board of Township Trustee of Violet Township, Fairfield County, Ohio ("Violet Township") desires to enter into a contract with the Fairfield County, Ohio Sheriff's Office ("Sheriff") for the provision of regular police protection within the unincorporated areas of Violet Township pursuant to Section 505.43 and 505.50 Ohio Revised Code; and

WHEREAS, the Sheriff is willing to provide regular police protection services to Violet Township,

NOW THEREFORE, in consideration of the mutual covenants, Violet Township and the Sheriff agree to the following:

Section 1. The County shall furnish personnel necessary to perform police services for forty (40) hours a week. It is further mutually agreed between the parties hereto that the duties of the aforesaid Sheriff personnel will be determined from time to time by the best judgement of the Sheriff and the Township, including but not limited to, normal police duties, serving court papers, and duties in cooperation with other Township functions. In addition, notwithstanding anything set forth herein, the Sheriff shall have the right to use the aforesaid Sheriff personnel in any emergency as he sees fit and to consult with the Township as to emergencies that may exist in the Township.

Section 2. The Township agrees to pay the County compensation for services performed as required by Section 1 herein in accordance with the following:

(A). All payments to be made by the Township hereunder shall be payable directly to the Fairfield County Sheriff's Office, which shall then forward those payments to the Fairfield County Treasurer for deposit to the Sheriff's policing revolving fund. The total amount owed by the Township to the County for services to be provided hereunder from January 1, 2025 to December 31, 2025 shall be one hundred twenty-seven thousand five hundred thirty-six dollars and nineteen cents (\$127,536.19) per year, payable in 12 monthly installments as follows:

January 1, 2025: \$10,628.02
February 1, 2025: \$10,628.02
March 1, 2025: \$10,628.02
April 1, 2025: \$10,628.02
May 1, 2025: \$10,628.02
June 1, 2025: \$10,628.02
July 1, 2025: \$10,628.02
August 1, 2025: \$10,628.02
September 1, 2025: \$10,628.02
October 1, 2025: \$10,628.02
November 1, 2025: \$10,628.02
December 1, 2025: \$10,627.97

Section 2. The term of this contract shall commence on **January 1, 2025** and end on **December 31st of 2025**, regardless of date signed. The parties may renew this agreement for like periods of one (1) year upon written agreement signed by all parties. Notwithstanding the above, this agreement may be terminated by either party upon thirty (30) days advance written notice to the other. This agreement may be amended only by a written document signed by both parties

Section 3. Neither the Township nor the County shall assign, sublet, or transfer its interest in this agreement to any third party without the written consent of the other party hereto.

Section 4. This agreement contains the sole and entire agreement between the parties and shall supercede any and all other agreements heretofore made between the parties.

IN WITNESS WHEREOF, the parties have hereunto executed this agreement on this _____ day of _____, 2024.

Signed and acknowledged

Violet Township

By: _____

Board of Commissioners of
Fairfield County, Ohio

By: _____
Steve Davis, Commissioner

By: _____
Dave Levacy, Commissioner

By: _____
Jeff Fix, Commissioner

By: _____
Alex W Lape, Fairfield County Sheriff

Resolution No. 2025-01.28.i

A Resolution Authorizing the Approval of a Service Agreement by and between the
Fairfield County Sheriff's Office and the Township of Violet

(Fairfield County Sheriff)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing the 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,

WHEREAS, The Fairfield County Sheriff's Office has previously submitted a contract for housing The City of Canal Winchester's prisoners in the Fairfield County Jail; and

WHEREAS, this agreement shall be effective January, 2024 to December 2024; and

WHEREAS, this agreement will terminate December 31, 2024 with the option to renew this agreement for additional one (1) year terms;

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

Section 1. That the Fairfield County Board of Commissioners hereby approves the attached contract with the Fairfield County Sheriff's Office and The City of Canal Winchester

Prepared by: Elisa Dowdy/Sheriff's Office

**CONTRACT FOR HOUSING PRISONERS IN THE FAIRFIELD COUNTY JAIL
BETWEEN FAIRFIELD COUNTY AND THE CITY OF CANAL WINCHESTER**

WHEREAS, this contract is made this day of March 8th, 2024, by and between the Fairfield County Board of Commissioners, located at 210 East Main Street, Lancaster, OH 43130, hereafter referred to as "the Board", the Fairfield County Sheriff, located at 345 Lincoln Avenue, Lancaster, OH 43130, hereafter referred to as "the Sheriff", and the City of Canal Winchester, located at 45 East Waterloo Street, Canal Winchester, OH 43110, hereafter referred to as "the City".

WHEREAS, the City, which does not have a workhouse or a jail within its municipal limits, wants to contract with the Board and the Sheriff, pursuant to R.C. 753.02 and 341.23, to use the Fairfield County Jail to house the City's prisoners who have been lawfully committed to custody, by the Sheriff or his deputies, via arrest or court order for any reason, and/or who have been charged with any misdemeanor offense and are awaiting a bond hearing, and/or who are awaiting a trial and have not otherwise posted bail or been released by court order, and/or who serving a jail sentence after conviction.

WHEREAS, this Agreement is intended to set forth the rights, duties, responsibilities, and obligations of the Board, the Sheriff and the City for the term hereinafter set forth.

In consideration of the mutual covenants herein made each of the parties agrees as follows:

1. The Board and the Sheriff shall receive, keep, board and safely maintain in the Fairfield County Jail the following persons, as space permits:

- a. All persons arrested in the City by the Sheriff for violations of state criminal statutes until such persons have had an initial appearance before a judge, after which such persons shall be deemed to be in the custody of Fairfield County for purposes of compensation under this contract.
- b. All persons arrested in the City by the Sheriff for violation of municipal ordinances from arrest through termination of any jail sentences imposed for that violation except as provided in paragraphs 4 through 9 below.

c. Persons incarcerated pursuant to subparagraphs a. and b. above shall be designated as prisoners in this contract.

2. The City shall pay to the Sheriff one hundred and seven dollars (\$107.00) per day for each person incarcerated in the Fairfield County Jail under Paragraph 1.
3. Prisoners confined in the Fairfield County Jail shall be subject to the rules and regulations of the jail, which apply to all the prisoners therein.
4. The Sheriff may reject and refuse to receive any prisoners who may be afflicted with a prior medical problem, afflicted with any contagious, infectious, venereal disease, mental illness, illness or injury that has not been treated prior to entry into the Fairfield County Jail, or having received any prisoner thereafter.
5. Sheriff may refuse to receive any prisoner based upon current jail population, internal security conditions of the jail, or any other reason that the Sheriff deems pertinent at the time.
6. The City agrees to pay for any and all medical, surgical, dental, or ophthalmology expenses incurred on behalf of a prisoner including doctor's fees, hospital charges, and prescription costs.
7. The Sheriff shall transport and provide security any time a prisoner must leave the Fairfield County Jail for any reason, unless a court orders that no transportation or security is needed. If the Sheriff, via his deputies transports a prisoner to and from the Fairfield County Jail under this Agreement, he shall submit the mileage to the City for reimbursement as permitted under R.C. 341.23(C).
8. The City shall bear the expense of the burial of a prisoner who dies in the Fairfield County Jail, if the body is not claimed for interment at the expense of friends or relatives.
9. No person under eighteen (18) years of age shall be received except on the approval of the Fairfield County Juvenile Court.
10. The Sheriff shall provide an itemized statement of the amount due each month for housing prisoners. Payment shall be made by the City to the Fairfield County Treasurer within (30) days of the date of the statement and said payment shall be applied to the Fairfield County General Fund. The Sheriff may refuse to accept prisoners if timely payment is not made.

11. The City agrees that during the contract term, it shall and will abide and be governed by any and all rules and regulations which now are, or at any time in the future may be, in force at the offices of Fairfield County Commissioners, Common Pleas and Probate-Juvenile Judges, and the Department of Rehabilitation and Corrections.
12. The parties to this contract agree that notice be given to certain persons when particular inmates are to be released from custody, namely victims of domestic violence offenses, named/protected persons in temporary protection orders, named/protected persons in civil protection order and victims of menacing by stalking crimes. To that end, the City specifically agrees to furnish to the Sheriff, through the Fairfield County Jail staff, a current telephone number or numbers and/or contact information for all such protected persons, at the time the inmate is brought to the Fairfield County Jail, the City shall update the information as any change becomes known. The Sheriff agrees that the Fairfield County Jail shall contact those victims and/or protected persons of any inmate pending release provided that a working telephone number has been furnished to the Sheriff, via his jail staff. In situations where no working telephone number is provided, the City shall be responsible for making the required notification to said victims and/or protected persons of an inmate's pending release upon being notified thereof by the Jail when such notification has been given to the victim and/or protected persons, and shall furnish the date and time of day said notification has been made. The City acknowledges that failure to comply with these notifications terms will result in the refusal by the Sheriff to accept as inmates those persons who have victims or other persons who are subject to release notification information, without voiding the entire contract altogether.
13. This Agreement may be terminated by either party during its term for any reason, by giving the other party a minimum of ninety (90) days written notice.
14. This Agreement shall be effective **immediately and terminate December 31, 2024**, with the option to renew for additional one (1) year terms, upon mutual agreement of all the parties.

This agreement entered on behalf of the Board/the City (indicate which one) pursuant to Resolution/Ordinance Number ____passed ____, 24____

Any alteration of contract shall result in the contract being null and void.

The parties hereto, by their respective duly authorized officers; none hereto caused their names to be transcribed on the day first written above.

FAIRFIELD COUNTY BOARD OF COMMISSIONERS:

Steve Davis

Date

Jeff Fix

Date

Dave Levacy

Date

FAIRFIELD COUNTY SHERIFF

Alex Lape

Date

CITY OF CANAL WINCHESTER

Mayor Joe Steager

Date

APPROVED AS TO FORM:

R. Kyle Witt, Fairfield County Prosecutor

Date

Signature Page

Resolution No. 2025-01.28.j

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

(Fairfield County Sheriff)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Sheriff's Office; Fund 2394, CFLP Litter Enforcement

WHEREAS, additional appropriations are needed in the major expenditure object category for fund 2394, CFLP Litter Enforcement; and

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

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

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

\$3000.00; 23239402, Contractual Services
\$4000.00 23239402, Materials & supplies

Prepared by: Elisa Dowdy
cc:

**Appropriate from Unappropriated
For Auditor's Office Use Only:**

\$7000.00

23239402; 543000; Repairs and Maintenance; \$3000.00

23239402; 562600; Fuel; \$4000.00

Section 2. Issue an Amended Certificate in the amount of \$7000.00 to the credit of fund 2394

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

23239402 433400; \$7000.00

Signature Page

Resolution No. 2025-01.28.k

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Sheriff's Office; Fund 2394, CFLP Litter Enforcement

(Fairfield County Sheriff)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing a creation of a new fund and appropriated from unappropriated for Major Crimes - Violent Crimes Reduction Grant.

WHEREAS, it is operationally efficient to create a State Violent Crime Reduction Grant Program 2024 fund; and

WHEREAS, the purpose of the fund is to fund the support of the county flock cameras; and

WHEREAS, the Ohio Criminal Justice Service grants need to have their own fund; and

WHEREAS, the County Commissioners will provide a cash advance to pay for the grant expenses prior to reimbursement; and

2025-01.28.I
WHEREAS, revenues of the fund will be reimbursable expenses for grant approved purchases.

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

Section 1. A new fund called Violet Crime Reduction Grant be established with the following revenue and expenditure accounts:

530000 Contractual Services

574000 Equipment

Section 2. The County Auditor, on behalf of the Budget Commission, issue an amended certificate to the credit of the newly created Violent Crime Reduction Fund in the amount of \$70,000 for 2025. This amount represents the total checks to be received. No amounts were originally part of the budgeted revenues.

Section 3. Please update the receipt line items in the following accounts:

433400 State Grants

Section 4. Please appropriate from unappropriated monies in the following accounts:

530000 Contract Services \$70,000.00

Prepared by: Christy Noland
cc: MCU



Department of
Public Safety



Mike DeWine, Governor
Jon Husted, Lt. Governor

Andy Wilson, Director
Nicole M. Dehner, Executive Director

Dennis Lowe
Commander
South Central Ohio Major Crimes Unit
240 Baldwin Drive
Lancaster, Ohio 43130

Subgrant Number: 2024-ST-VCR-V350
Project Title: LPR Violent Crime Reduction Project

Dear Mr. Lowe:

I am pleased to inform you of the approval and award of the above State Violent Crime Reduction Grant Program 2024 Grant Program subgrant for which you are the project director. You will find the attached certificate subgrant award. The certificate must be signed by the authorized official of the subgrantee and implementing agency and uploaded to the Ohio Office of Criminal Justice Services Online Grants Management System. You may wish to print a copy of the subgrant award for your records.

Please review the subgrant's conditions to determine if any other forms must be signed and returned, or if special conditions must be satisfied before the funds are drawn down. When determining whether to accept the award, consideration should be given to all required conditions. Should you have any questions, please seek clarification prior to accepting the award.

To ensure prompt receipt of funds, please return these documents as soon as possible. It normally takes four to six weeks to process any subgrant payments after the receipt of the required documents and clearance of the required documents and clearance of all special conditions.

The implementing agency and subgrantee are both required to retain a complete copy of this award package. You may direct all inquiries and correspondence to your grant coordinator Claudia Shockley-Mixon via email at ceshockley-mixon@dps.ohio.gov OR (614) 466-7782.

Sincerely,

Nicole M. Dehner
Executive Director
Ohio Office of Criminal Justice Services

CC: File
Fairfield County Commissioners
Fairfield County Sheriff

Mission Statement

"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."



**Department of
Public Safety**

Office of Criminal Justice Services

ocjs.ohio.gov

Mike DeWine, Governor Jon Husted, Lt. Governor Andy Wilson, Director

SUBGRANT AWARD AGREEMENT

Subgrant Number: 2024-ST-VCR-V350

Title: LPR Violent Crime Reduction Project


In accordance with the Recovery Ohio Law Enforcement provisions of §373.20, Justice Program Services, of Am. Sub. H.B. No. 33 of the 135th Ohio General Assembly, effective July 4, 2023, the Ohio office of Criminal Justice Services, as the duly authorized State Agency, hereby approves the project application submitted as complying with requirements of the Agency for the fiscal year indicated in the subgrant number above and awards to the following Subgrantee a Subgrant as follows:

Subgrantee:	Fairfield County Commissioners		
Implementing Agency:	Fairfield County Sheriff		
Award Periods:	01/01/2024 to 12/31/2025		
Closeout Deadline:	03/01/2026		
Award Amounts:	OCJS Funds:	\$140,000.00	100%
	Cash Match:	\$0.00	
	Inkind Match:	\$0.00	
	Project Total:	\$140,000.00	100%

The terms set forth in the 'Responsibility for Claims' section of the OCJS Standard Federal Subgrant Conditions Handbook are subject to Ohio law, including section 3345.15 of the Ohio Revised Code and the Ohio Constitution. As a result, those terms may not apply to subgrant recipients who are political subdivisions of the state, and do not apply to state instrumentalities.

This Subgrant is subject to the statements as set forth in the approved Programmatic and Budget Application submitted and approved revisions thereto, as well as the OCJS Standard Federal Subgrant Conditions and Special Conditions to this Subgrant, which are attached hereto and hereby included by reference herein. The Subgrant is also bound by all applicable federal guidelines, as referenced in the Standard Conditions. Revisions to this Subgrant Award Agreement must be approved in writing by OCJS.

The Subgrant shall become effective as of the award date, for the period indicated, upon return to OCJS of this Subgrant Award Agreement executed on the behalf of the Subgrantee's and Implementing Agency's authorized official in the space provided below.

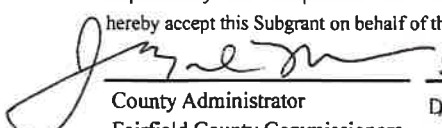


Nicole M. Dehner, Executive Director
Ohio Office of Criminal Justice Services

8/5/24

Award Date

The Subgrantee agrees to serve as the official subrecipient of the award, agrees to provide the required match as indicated above, and assumes overall responsibility for compliance with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Subgrantee.



County Administrator
Fairfield County Commissioners

8/15/24
Date

Nicole M. Dehner, Executive Director
1970 W. Broad Street
P.O. Box 182632
Columbus, Ohio 43218-2632 U.S.A.

The Implementing Agency agrees to comply with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Implementing Agency.



Sheriff
Fairfield County Sheriff

08/09/2024
Date

Signature Page

Resolution No. 2025-01.28.I

A Resolution Authorizing a Creation of a New Fund and Appropriate from
Unappropriated for the Violent Crimes Reduction Grant

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing the approval of a partial repayment of an advance to the General Fund from MCU 7864 Recovery Ohio Grant.

WHEREAS, the 7864 Recovery Ohio Grant fund received a cash advance on Resolution 2023-11.21.dd of \$201,526.10; and

WHEREAS, the monies have been collected and deposited to make a partial repayment to the General Fund in the amount of \$135,000; and

WHEREAS, an extension is needed to finish cash requesting grant funds for repayment of the remaining advance.

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

Section 1. Request that the Fairfield County Auditor repay the following advance of \$135,000.00:

FROM: 8336 090001 Recovery Ohio Grant Fund

TO: 1001 223000 General Fund Advances In

Section 2. Request that the advance be paid back to the General Fund, no later than December 15, 2025.

Prepared by: Christy Noland
cc: Christina Foster, Commissioners

Signature Page

Resolution No. 2025-01.28.m

A Resolution Authorizing the Approval of a Partial Repayment of an Advance to the General Fund from MCU, Fund #7864, Recovery Ohio Grant

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution to appropriate from unappropriated in a major expenditure object category for Major Crimes; 7864.

WHEREAS, appropriations are needed in the major expenditure object category for 7864 Subfund 8313 Recovery Ohio FY2023; and

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

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

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

\$ 3,000.00 78786422, Capital Outlay
\$20,000.00 78786422, Materials and Supplies
\$ 9,000.00 78786422, Contractual Services

Prepared by: Christy Noland

A resolution to appropriate from unappropriated in a major expenditure object category for Major Crimes; 7864.

For Auditor Only:

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

\$3,000.00 78786422 570000, Equipment
\$20,000.00 78786422 560000, Supplies
\$9,000.00 78786422 530000, Contractual Services

Prepared by: Christy Noland

Resolution No. 2025-01.28.n

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category, Fund #7864

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

**A resolution authorizing an account to account transfer for MCU
Fund 7864 (Subfund 8289) Recovery Ohio FY21 Grant**

WHEREAS, appropriations are needed to cover expenses for 2025; and

WHEREAS, an account to account transfer will allow for proper classification of major expenditure object categories.

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

Section 1. That the transfer of appropriations in the amount of \$8,000.00. is hereby authorized as follows:

FROM: 78786421 Contractual Services
TO: 78786421 Personal Services

Section 2. That the transfer of appropriations in the amount of \$8,000.00. is hereby authorized as follows:

FROM: 78786421 Contractual Services
TO: 78786421 Materials and Supplies

Prepared by: Christy Noland
cc: MCU

**A resolution authorizing an account to account transfer for MCU
Fund 7864 (Subfund 8289) Recovery Ohio FY21 Grant**

For Auditor Use Only

Section 1. That the transfer of appropriations in the amount of \$8,000.00.
is hereby authorized as follows:

FROM: 78786421 530000 Contractual Services
TO: 78786421 511010 Salary

Section 2. That the transfer of appropriations in the amount of \$8,000.00.
is hereby authorized as follows:

FROM: 78786421 530000 Contractual Services
TO: 78786421 560000 Materials and Supplies

Prepared by: Christy Noland
cc: MCU

Signature Page

Resolution No. 2025-01.28.o

A Resolution Authorizing an Account-to-Account Transfer, Fund #7864, Sub Fund #8289, Recovery Ohio FY21 Grant

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing the approval of an advance from the General Fund to 7858 (subfund 8360) COSSAP OCJS.

WHEREAS, the South Central Major Crimes Unit has been awarded a new grant from OCJS for the Comprehensive Opioid, Stimulant, and Substance Abuse Grant 2023 in the amount of \$350,000.00; and

WHEREAS, it is required to keep revenue and expenses for grants in their own funds; and

WHEREAS, advances of allocations are necessary in the amount of \$100,000.00 for the purpose of paying vendors and salaries for approved grant purchases; and

WHEREAS, said advances shall be repaid to the General Fund when monies are received from OCJS.

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

Section 1. Request that the Fairfield County Auditor make the following advance:

DEBIT 1001 090000 General Fund Advance <\$100,000.00>

CREDIT 8360 223001 COSSAP OCJS Advance In \$100,000.00

Section 2. Request that the advances be paid back to the General Fund, no later than December 15, 2025.

Prepared by: Christy Noland
cc: South Central Ohio Major Crimes Unit



SUBGRANT AWARD AGREEMENT

Subgrant Number: 2023-CS-LEF-509

Title: South Central Ohio Major Crimes Unit/Project FORT

In accordance with the provisions of the under FY23(BJA-COSSUP) Pub. L. No. 117-328; 136 Stat. 4459, 4537 Catalog of Federal Domestic Assistance (CDFA) 16.838 - Comprehensive Opioid Abuse Site-Based Program funded through the U.S. Department of Justice Bureau of Justice Assistance, the Ohio Office of Criminal Justice Services, as the duly authorized State Agency, hereby approves the project application submitted as complying with the requirements of the Agency for the fiscal year indicated in the subgrant number above and awards to the foregoing Subgrantee a Subgrant as follows:

Subgrantee:	Fairfield County Commissioners		
Implementing Agency:	Fairfield County Sheriff's Office		
Award Periods:	06/01/2024 to 05/31/2026		
Closeout Deadline:	07/30/2026		
Award Amounts:	OCJS Funds:	\$350,000.00	100%
	Cash Match:	\$0.00	
	Inkind Match:	\$0.00	
	Project Total:	\$350,000.00	100%

The terms set forth in the 'Responsibility for Claims' section of the OCJS Standard Federal Subgrant Conditions Handbook are subject to Ohio law, including section 3345.15 of the Ohio Revised Code and the Ohio Constitution. As a result, those terms may not apply to subgrant recipients who are political subdivisions of the state, and do not apply to state instrumentalities.

This Subgrant is subject to the statements as set forth in the approved Programmatic and Budget Application submitted and approved revisions thereto, as well as the OCJS Standard Federal Subgrant Conditions and Special Conditions to this Subgrant, which are attached hereto and hereby included by reference herein. The Subgrant is also bound by all applicable federal guidelines, as referenced in the Standard Conditions. Revisions to this Subgrant Award Agreement must be approved in writing by OCJS.

The Subgrant shall become effective as of the award date, for the period indicated, upon return to OCJS of this Subgrant Award Agreement executed on the behalf of the Subgrantee's and Implementing Agency's authorized official in the space provided below.

Nicole M. Dehner, Executive Director
Ohio Office of Criminal Justice Services

The Subgrantee agrees to serve as the official subrecipient of the award, agrees to provide the required match as indicated above, and assumes overall responsibility for compliance with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Subgrantee.

Audrea Mordle
County Administrator
Fairfield County Commissioners

12/16/24

Date

12/4/2024

Award Date

The Implementing Agency agrees to comply with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Implementing Agency.

Sheriff

Fairfield County Sheriff's Office

Date

Resolution No. 2025-01.28.p

A Resolution Authorizing the Approval of an Advance from the General Fund to Fund #7858, Sub Fund #8360, Comprehensive Opioid, Stimulant, and Substance Abuse Grant

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing fund to fund transfers from the Water Fund #5046 to: #5534, #5556, #5776, #5818, #5823, #5849 Debt Service Payments for 2025 - Utilities

WHEREAS, the Water Fund is responsible for payments of debt service; and

WHEREAS, it is necessary to transfer the cash to meet obligations; and

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

Section 1. That the Board of Commissioners approves the following fund to fund transfers:

Amount	From		To	
\$222,420.00	12504623	700000	12553426	439100
\$77,656.25	12504623	700000	12577626	439100
\$51,112.50	12504623	700000	12581800	439100
\$72,956.25	12504623	700000	12582300	439100
\$39,347.04	12504623	700000	12584926	439100
\$463,492.04	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

A resolution authorizing fund to fund transfers from the Water Fund #5046 to: #5534, #5556, #5776, #5818, #5823, #5849 Debt Service Payments for 2025 - Utilities

For Auditor's Office Use Only:

Amount	From		To	
\$222,420.00	12504623	700000	12553426	439100
\$77,656.25	12504623	700000	12577626	439100
\$51,112.50	12504623	700000	12581800	439100
\$72,956.25	12504623	700000	12582300	439100
\$39,347.04	12504623	700000	12584926	439100
\$463,492.04	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

Signature Page

Resolution No. 2025-01.28.q

A Resolution Authorizing Fund-to-Fund Transfers from the Water Fund #5046 to Funds #5534, #5556, #5776, #5818, #5823, and #5849, Debt Service Payments for 2025

(Fairfield County Utilities Department)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing fund to fund transfer from the Greenfield Water Fund #5841 to #5846 Debt Service Payments for 2025 - Utilities

WHEREAS, the Water Fund is responsible for payments of debt service; and

WHEREAS, it is necessary to transfer the cash to meet obligations; and

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

Section 1. That the Board of Commissioners approves the following fund to fund transfers:

Amount	From		To	
\$50,820.36	12584123	700000	12584600	439100
\$50,820.36	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

A resolution authorizing fund to fund transfer from the Greenfield Water Fund #5841 to #5846 Debt Service Payments for 2025 - Utilities

For Auditor's Office Use Only:

Amount	From		To	
\$50,820.36	12584123	700000	12584600	439100
\$50,820.36	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

Resolution No. 2025-01.28.r

A Resolution Authorizing Fund-to-Fund Transfer from the Greenfield Water Fund #5841 to #5846, Debt Service Payments for 2025

(Fairfield County Utilities Department)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing a fund to fund transfer from Greenfield Sewer Fund #5842 to #5847 Debt Service Payments for 2025 - Utilities

WHEREAS, the Sewer Fund is responsible for payments of debt service; and

WHEREAS, it is necessary to transfer the cash to meet obligations; and

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

Section 1. That the Board of Commissioners approves the following fund to fund transfers:

Amount	From		To	
\$100,143.84	12584229	700000	12584700	439100
\$100,143.84	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

**A resolution authorizing a fund to fund transfer from Greenfield
Sewer Fund #5842 to #5847 Debt Service Payments for 2025 -
Utilities**

For Auditor's Office Use Only:

Amount	From		To	
\$100,143.84	12584229	700000	12584700	439100
\$100,143.84	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

Signature Page

Resolution No. 2025-01.28.s

A Resolution Authorizing a Fund-to-Fund Transfer from Greenfield Sewer Fund #5842 to #5847, Debt Service Payments for 2025

(Fairfield County Utilities Department)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing fund to fund transfers from the Sewer Fund #5044 to: #5533, #5554, #5776, #5817, #5823 Debt Service Payments for 2025 - Utilities

WHEREAS, the Sewer Fund is responsible for payments of debt service; and

WHEREAS, it is necessary to transfer the cash to meet obligations; and

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

Section 1. That the Board of Commissioners approves the following fund to fund transfers:

Amount	From		To	
\$83,913.00	12504429	700000	12553333	439100
\$410,466.00	12504429	700000	12555433	439100
\$77,656.25	12504429	700000	12577626	439100
\$116,856.26	12504429	700000	12581700	439100
\$72,956.25	12504429	700000	12582300	439100
\$761,847.76	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

**A resolution authorizing fund to fund transfers from the Sewer Fund
#5044 to: #5533, #5554, #5776, #5817, #5823 Debt Service
Payments for 2025 - Utilities**

For Auditor's Office Use Only:

Amount	From		To	
\$83,913.00	12504429	700000	12553333	439100
\$410,466.00	12504429	700000	12555433	439100
\$77,656.25	12504429	700000	12577626	439100
\$116,856.26	12504429	700000	12581700	439100
\$72,956.25	12504429	700000	12582300	439100
\$761,847.76	TOTAL			

Prepared by: Tony Vogel
cc: Utilities

Signature Page

Resolution No. 2025-01.28.t

A Resolution Authorizing Fund-to-Fund Transfers from the Sewer Fund #5044 to Funds #5533, #5554, #5776, #5817, and #5823 Debt Service Payments for 2025

(Fairfield County Utilities Department)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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

A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval.

WHEREAS, departments that need the Board of Commissioners' approval for payment of their invoices have submitted their invoices to the County Auditor; and

WHEREAS, the County Auditor has submitted the cash disbursement journal for payment of invoices for the check date of January 30, 2025.

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

Section 1. That the Fairfield County Board of County Commissioners approves the attached cash disbursement journal.

Prepared by: Auditor/Finance
cc: Finance Office

FAIRFIELD COUNTY OHIO - INVOICES BY DEPARTMENT

Department

Check #	Check Date	Vend #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
1200 - COMMISSIONERS ADMIN									
FUND: 1001 - GENERAL FUND									
1588670	1/30/2025	80132	AUNDREA N CORDLE	1/2025	1/1/2025	341	C0128	MONTHLY CELL PHONE STIPEND 1/2025	60.00
1588671	1/30/2025	82133	JEFF PORTER	1/2025	1/1/2025	417	C0128	MONTHLY CELL PHONE STIPEND 1/2025	60.00
TOTAL: COMMISSIONERS ADMIN									120.00

FAIRFIELD COUNTY OHIO - INVOICES BY DEPARTMENT

Department

Check #	Check Date	Vend #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
1600 - ENGINEER-ADMIN									
FUND: 3445 - ODOT PROJECTS									
1588669	1/30/2025	7854	COMPLETE GENERAL CONSTRUCTION	APPLICATION NO: 5	12/6/2024	23006738	C0128	CONSTRUCTION IN PROGRESS	336,447.14
1588669	1/30/2025	7854	COMPLETE GENERAL CONSTRUCTION	APPLICATION NO: 5 2	12/6/2024	25002571	C0128	INTERSECTION IMPROVEMENTS ODOT PID 110862	6,885.24

TOTAL: ENGINEER-ADMIN 343,332.38
Summary Total for this report: 343,452.38

FAIRFIELD COUNTY OHIO - INVOICES BY DEPARTMENT - SUMMARY

Department	Total Amount
1200 - COMMISSIONERS ADMIN	\$120.00
1600 - ENGINEER-ADMIN	\$343,332.38
Summary Total For This Report:	\$343,452.38

Commissioner Steven A. Davis	
Commissioner Jeffery M Fix	
Commissioner David L Levacy	

Date

Resolution No. 2025-01.28.u

A Resolution Authorizing the Approval of Payment of Invoices for Departments that
Need Board of Commissioners' Approval

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

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