

Regular Meeting #7 - 2018
Fairfield County Commissioners' Office
February 8, 2018

Elected Officials/Department Heads Roundtable

The Commissioners met at 8:30 a.m. for the Elected Officials/Department Heads Roundtable. Commissioner Kiger ^{Davis (SAO)} called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Dennis Keller, Tony Vogel, Loudan Klein, Jeff Porter, Mark Conrad, Todd McCullough, Kristin Ankrom, Donna Fox-Moore, Kelly Turben, Branden Meyer, Jessica Murphy, Amy Presnell, Ann Hammond, Lisa McKenzie, Jim Bahnsen, Jeff Barron, Rick Szabrak, Joshua Horacek, Amy Brown-Thompson, Michael Kaper, Shannon Carter, Jerry Isles, Jane Hanley, Brett Riffle, Chief Lape, Kyle Witt, Dave Burgei, David Miller, Lisa Notestone, Aunie Cordle, Judge Terre Vandervoort, Judge Laura Smith, Todd Younkin, and Jack Davidson.

- **Welcome/Announcements**

Mr. Davis thanked everyone for attending and asked Ms. Ankrom if she had any information to share.

Ms. Ankrom previously worked with JFS and 211 and was now with Canal Winchester Schools. They are starting an internship program for juniors and seniors so that they may have hands on experience in areas they think they may want to pursue. They are asking local businesses and employers to join this effort. There will be an informational lunch and learn on March 1st at Canal Winchester High School. The internships will be 4-6 weeks in length with 15-20 hours a week spent at the internship site. The goal is to have this as a graduation requirement for all juniors and seniors by 2021.

Mr. Davis mentioned Ms. Fox-Moore who was attending her first roundtable as the Director of Family, Adult, and Children First Council.

Ms. Fox-Moore stated she appreciated the opportunity to work in the new role and reviewed some of the programs FACFC offers, including the MSY program, parent education programs, and other programs.

Mr. Davis also mentioned Ms. Boyer who will be leaving Soil and Water.

Ms. Boyer stated her last day with Soil and Water would be next Friday as she had taken a job with the Ohio Department of Agriculture as an area engineer.

Mr. Davis welcome Mr. Younkin, the new Historic Parks Director.

Mr. Younkin thanked Mr. Davis and mentioned several of the projects they have planned for the year.

- **Gratitude for 2018**

Ms. Brown introduced a short video on the importance of gratitude. We are thankful for the opportunity to serve, and we are thankful for all the work everyone does every day for Fairfield County.

As we think about gratitude, this sets the foundation for the kind of place we want Fairfield County to be for everyone. We can envision a brighter future for Fairfield County. Together, throughout 2018, we will conduct envisioning exercises together to outline strategies for the county. So, stay tuned for more information about this. We thank you for your participation and ideas in advance.

Also, as a friendly reminder, we previously decided to hold the Leadership Conference in two parts. The first part is September 27th at FMC. This part will be for the three required trainings. We will have a new CORSA presenter this year, we believe. The second part will be in 2019, and that part will focus on strategic planning and leadership overall. The 2019 date has not yet been announced.

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- Health Benefits Plan Update

Mr. Porter stated that information for health insurance would be sent to payroll contracts in the next week. The Real Appeal program is going on now. Over 200 employees are participating. The program is geared towards getting everyone moving and making small changes to daily habits. The Wellness Clinic is open to all employees and dependents. The Policy Manual is currently being reviewed with four changes expected (including an increase in the amount for lunch reimbursement from \$15 to \$20 based on the market).

Mr. Porter also asked if anyone thought their staff would be interested in financial planning training for employees. He will look into scheduling a voluntary course.

Mr. Davis stated he visited the Wellness Clinic last week and was very impressed. He also followed up on the availability of health insurance when traveling internationally. He noted the website for signing up for coverage was very easy to use, and the additional plan for international coverage was inexpensive.

- Department Updates

- a. Domestic Relations Court – Judge Smith

DR Court and the Visitation Center recently received a \$500,000 federal grant that will last three years. Part of this grant included domestic violence training for judges, attorneys, CPS workers, and others throughout the county.

- b. Facilities – Dennis Keller

Maintenance has kept busy the last few months with cold and winter weather related items. They will get back to interior work soon. DLZ has been chosen as the architect for the 108 N High offices for the Auditor's Office. That building was built in the 1830s. The vehicle storage building at Baldwin is primary done and will be occupied in the next six weeks. We are also working on the design of the Records Center. The demolition of the Main Street Jail is currently being put on hold while they do asbestos remediation. The demolition will proceed following the remediation, and there are demolitions planned for the maintenance building and Conrad building, eventually.

- c. Economic Development – Rick Szabrak

AIT out of Florida recently opened a location in Carroll. They handle all repairs for Dollar General and have hired 9 employees with the expectation of hiring more in the near future. Economic Development is working on a Work Ready Certificate for high schools who do not go to college or enter the military. May 7-11 is Economic Development Week as well as In Demand Jobs week. There will be an Economic Development seminar (or summit) for county employees on May 9th. More details will be announced as the time draws near.

- d. Dog Shelter – Todd McCullough

February is Spay and Neuter Month. Dog tag registration went very well. They are booking events for the spring and have had many requests for the traveling photo wall.

- e. Regional Planning Commission – Loudan Klein

The Land Use Plan is almost done and will be approved at the March RPC meeting. Information for the first CDBG public hearing was sent out this week. They hope to apply for a Neighborhood Revitalization Grant for Millersport. There are 200 new lots ready for construction and 500 more in the planning stages, all primarily in the northern part of the county.

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f. Utilities – Tony Vogel

Last month the court ruled to disband the Greenfield Water and Sewer District. The next step in a final audit. Utilities should be taking everything over in March. They are also finishing up the purchase of the new wellfield which will likely help in servicing the GWSD customers. They currently have 6,000 customers and as the projects Mr. Klein mentioned are completed they will add another 3,000 customers. The GWSD services about 600 customers.

g. Soil and Water Conservation District – Amy Boyer

Soil and Water is working with surrounding counties on a watershed coordinator for the Buckeye Lake area. Ms. Boyer is cleaning up projects prior to her departure. We all wished her well, again.

h. Board of Elections – Jane Hanley

There are 89 days until the primary election. Races include Commissioner, Auditor, Judges, 175 central committee seats, and state races. There will be one state wide issue and five local issues. The Board of Elections is in need of poll workers. Jeff Fix and Lisa Reade filed to run as the Republican Commissioner candidate, and Leah Hackleman-Good filed to run as a Democrat.

i. Treasurer – Jim Bahnsen

The Treasurer's Office is closing in on the end of the first half collections. Staff is keeping up with the work load. New tax bills were created for this year and there was a dramatic change in investment rates for the first time in 10 years. They continue to work with the Prosecutor's Office on delinquent taxes.

j. Land Bank – Michael Kaper

So far, the Land Bank has demolished 298 homes and hopes to take down another 20-30 this year. They are working with Lancaster to transfer a delinquent property near Collins and Ety Roads which they will then transfer to the Parks for a bike path.

k. Historic Parks – Todd Younkin

The Historic Parks Board now consists of five members (formerly three) which is a very positive step forward.

Mr. Davis thanked Judge Vandervoort for her cooperating in appointing additional members.

Mr. Younkin added that working with everyone in the county has been nothing but positive.

l. Clerk of Courts – Branden Meyer

There will be a major Court View overhaul that will allow documents to be viewed online. They will purchase two additional servers for disaster recovery purposes. Everyone is urged to look at their current records retention scheduled and purge everything they can prior to the move to the new records storage building on Chestnut Street.

m. OSU Extension – Jerry Isles and Shannon Carter

Jerry Isles highlighted the information on various programs offered through OSU Extension, which was included in the packet. That information included items about Dig into Gardening, Pesticide/Fertilizer Certification, and various healthy

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eating programs. They recently hired a new 4H educator. Shannon Carter provided information about SNAP education.

n. Prosecutor – Kyle Witt

The Civil division is doing a great job, and the Juvenile division continues to work with Judge Vandervoort on youth programs. In 2017 there were 854 felony indictments (up 54% from 2016). The office inherited a backlog of over 400 cases, which has been whittled down to around 30 cases. The office has been very effective in decreasing this backlog and now is focusing on being more efficient. They started an innovative process of filing charges prior to drug test results coming in which allows for more timely follow up.

o. Recorder – Lisa McKenzie

No report.

p. Sheriff – Chief Lape

The Sheriff's Office has been busy with their typical duties. Thank you to the Commissioners for the new facility. They have been occupying it for six months now. Thank you to the Prosecutor's Office for their remarkable work which has trickled down to the Sheriff's Office and made the deputies and detectives more professional in their duties. Thank you to the Commissioners for the new radios which will be ready sometime this spring. The switch will happen at a set day and time. They are currently negotiating the deputies' contracts and are pleased that the jail population has been trending down.

Ms. Brown added that they were working on a redundancy tower for the radios as well.

q. Records Retention – Mark Conrad

Mr. Conrad offered to help anyone needing to sort records at Drew Shoe.

r. Juvenile/Probate Court – Judge Terre Vandervoort

Judge Vandervoort thanked everyone her office works closely with, including the Prosecutor (tending to cases quickly keeps kids out of foster care), IT (video arraignments are helpful and safe), the Clerk of Courts (uniform bail bond forms increase efficiency), and Domestic Relations Court (custody issues are addressed timely). The current ongoing project for the Court is planning for at risk youth.

s. JFS – Aunie Cordle

Thank you to everyone who participated in the Holiday Donation Drive. 210 gift lists were fulfilled for 400+ children and 22 elderly. Over 90 bikes were distributed and several children were able to participate in the Shop with a Cop program. The Child Abuse Prevention Event will be held on April 11th. Possible speakers include AG Mike DeWine and Secretary of State Husted. JFS received two grants through the Ohio AG's office and was also selected to participate in a federal grant OSU received. This Dispatch recently ran an article on their services, and they have also been contacted by NBC Nightly News to run a feature. Thank you to Rick Szabrak on his workforce initiatives.

Mr. Davis noted that it wasn't too long ago that the energy from all departments was dull, but he was happy to see that has since changed.

Ms. Cordle stated she has noticed in working with others around the state that Fairfield County is a bit different and thanked everyone for their good working relationships.

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Mr. Levacy concurred with Mr. Davis. When the county is not working together, it hurts everyone in the county.

t. Auditor – David Miller

The Auditor is working with HR to transition timesheets to electronic methods. A workgroup is looking at this and will reach out to each department as needed.

u. GIS – Dave Burgei

A GIS Committee Meeting will be held on Wednesday, February 14th. The 2019 reappraisal is underway and will continue for several months.

v. Coroner – Jack Davidson

No report.

w. Commissioners – Carri Brown

Sunshine Week is the week of March 12th. We have suggestions from Commission Department Heads for press releases for each day of this week. If you have a newsworthy topic and would like to join in with a press release, please contact Carri Brown before the end of February.

The State of the County Address is April 24th. The theme is the Serve. Connect. Protect. #CountOnUs. We are including a focus on how we serve the underserved. If you have a topic or pictures to include in a video, please email Carri Brown with the topic (and a sentence or two) and pictures before the end of February. Also, if you would like to create a poster to feature a program or service, please let Carri Brown know by the end of February. If a poster is used, we do want someone to be available near the poster in case there are questions from the public. The end of February deadline is firm because we are working with our vendor to create a video, too.

- Rapid Fire News

Please make sure you are giving a heads up to Bob Holland, our part time mail clerk, if you have a large mailing – one that is outside of normal processes and is considered a special mailing. There is a flier in the roundtable packet to share with staff.

Ms. Brown reported that there will be a memo sent to Hall of Justice and Administrative Courthouse employees addressing the topics of smoking cessation options, designated smoking areas, and citizen smoking. If there are people in other departments (outside of the Hall of Justice and Administrative Courthouse) with interest in these topics and have concerns, they should contact Ms. Brown.

Ms. Brown highlighted the roundtable packet contents and checklist.

- Review

There was one item on the Regular Meeting agenda. The Sheriff's Office proposed the purchase of six vehicles through a competitive process.

Commissioner Davis stated at 9:50 a.m. that the Commission would be in recess until the 10:00 a.m. Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, February 8, 2018 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Dennis Keller, Joshua

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Horacek, Amy Brown-Thompson, Branden Meyer, Todd McCullough, Jim Bahnsen, Chief Lape, Aunie Cordle, Rick Szabrak, and Kyle Witt.

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

Announcements

Commissioner Davis asked if there were any announcements.

There were no announcements.

Public Comment

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

There were no comments.

Approval of Sheriff's Office Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Sheriff's Office resolution authorizing the purchase of six (6) Ford Interceptor SUVs (Explorer) from Lebanon Ford, following a competitive invitation to bid process; see resolution 2018-02.08.a.

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

Adjournment

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:05 a.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, February 13, 2018, at 10:00 a.m.

Motion by:

Seconded by:



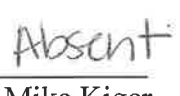

that the February 8, 2018, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on February 13, 2018

 Steven A. Davis Commissioner	 Dave Levacy Commissioner	 Mike Kiger Commissioner
 Rachel Elsea, Clerk		