

Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019

Review

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Tony Vogel, Todd McCullough, Mark Conrad, David Miller, Dennis Keller, Jim Bahnsen, Dave Burgei, Jeff Porter, Kristi Burre, Chief Lape, Jeff Barron, Belinda Nebbergall, Ray Stemen, Aunie Cordle, Jon Slater, Rick Szabrak, and Jon Kochis.

- Welcome
- Legal Update

Mr. Horacek provided a brief update on the MCJDC issue. They have assembled many documents and have started reviewing them. The review is raising many questions, but they will continue to review the information for options.

Mr. Davis stated that the MCJDC programming committee would meet on February 26th. The three main options they are looking at are recalibrating the financial contributions, inviting more counties to participate, and allowing alternate agencies to join or rent some of the space. There is a concern that the last two options would take a while to realize revenue. He asked the Prosecutor's Office for some guidance prior to the 26th.

Mr. Horacek replied they would have information to him prior to that date.

Mr. Fix asked if the three options were mutually exclusive or if they could be done in combination with each other.

Mr. Davis replied there could be a combination of the options, but that he had concerns with the implementation of the third option, noting some reorganization would be necessary.

- Administration and Budget Update/Carri's List
 - a. Announcements

We congratulated Ms. Kristi Burre, Protective Services Director, on her promotion to ODJFS Deputy Director, reporting to ODJFS Director Hall beginning March 15th. Kristi will be leading child welfare transformation initiatives. We thanked Kristi for her dedication to the children and families of Fairfield County and the state of Ohio. We hope our paths continue to intersect often.

Sunshine Week is March 10-16. Please let Carri Brown know if you have news releases for this week.

DD will provide an update and a lunch n learn session on March 12. March is DD Awareness Month.

April 10 – Wear Blue for Child Protective Services Awareness

April 18 – Circus Night at JFS

April 19 – Good Friday, closing at noon

April 22 – Earth Day, with a proclamation expected on April 23

Save the Date: The State of the County Address is April 30 at the WigWam. The review and regular meeting will be held at the WigWam.

- b. Highlights of Resolutions

There were nine resolutions for the voting agenda. Dr. Brown provided highlights.

We had a *proclamation to honor the 100th birthday of Mary Ellen Reed*.

**Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019**

We had *minor adjustments to the policy manual to approve*, just prior to the all staff communication. There was a simple update to demonstrate the vacation policy in terms of months and to update a minor removal of requiring prior service documentation within 90 days of hire because such documentation may not always be readily available from previous employers. Also, the 20 recommendations for recruitment and retention of employees were previously approved. Again, we thanked HR and all members of the committee for their work. We continue to receive very positive feedback about the approach for recruitment and retention.

There were *financial resolutions* to approve, such as:

- An update to the Meals on Wheels grant approvals because the MOW summary had inadvertently left of a grant that was to be included in the total (correcting a clerical error);
- Appropriations for the Airport, JFS, and County Engineer (five resolutions); and
- An account to account transfers of appropriations to properly classify expenditures for Juvenile Court in special revenue funds.

There were various contracts and financial resolutions as works in progress.

c. Administrative Approvals & Budget Update

Administrative Update

Dr. Brown reported the review packet contained a list of administrative approvals. No questions were posed.

Dr. Brown went on to state that she has been in touch with Board of Elections leadership to follow up on the approvals made at the end of the year for the new voting machines. She stated that the directors of the Board of Elections are getting exciting about the staging of the new voting machines which are being prepared for acceptance testing starting February 19, 2019 (today). The Board of Commissioners will have its review and regular meeting at Liberty Center on March 26, 2019. That will also be a time to connect with employees and others at Liberty Center for an additional Time with the Commission meeting. The Board of Elections will be holding a mock election after the Commission meeting and will invite people to participate in the mock election.

Commissioner Fix added that Angela White was to be sworn in as a Board of Elections Board member today.

Budget Update

With the implementation of the 20 recommendations for recruitment and retention of employees, there is an opportunity for merit based increases. To participate in merit based increases, departments must use the county approved performance assessment tools and comply with the county compensation plan.

In addition, we are evaluating the potential of appropriating from unappropriated funds for the creation of a radio tower in support of all of Fairfield County. The impact to the cash balance at year end, coupled with savings expected in other areas, such as electronic monitoring (for which a new contract will be proposed), should be nearly neutral for a 12-month period. We are also exploring various grants for public safety related equipment.

We are encouraged by the improvements for the MARCS system afforded by the effort. In addition, we have very positive feedback about the decision to use MARCS.

We will continue to evaluate the potential project and will report back to the Board.

Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019

d. BRAVOs

Several new work groups have met their charges, such as the security/signage work group, the UAV work group, and the electronic monitoring work group. Thanks for the teamwork and efficiency.

- Old Business (none)
- New Business (none)
- General Correspondence Received (none)
- Calendar Review/Invitations Received
 - a. Opportunity to meet Ohio Department of Agriculture Director Dorothy Pelanda – Monday, April 1st from 3:30 p.m. – 4:30 p.m. at the Ag Center

- 1. Commissioners Fix and Levacy will attend, along with County Administrator Brown.

- FYI

- a. Jail Population is 304, with a dip in population to 276 mid-week of last week.
 - b. Free Coffee with a Catch – Wednesday, March 6th at **5:30 a.m.** at Square 7
 - c. Fairfield County 2019 Visitors Guide

There was a general conversation about good work the VCB is accomplishing relating to the tourism and the example of the recent magazine. In addition, Dr. Brown commented that certain VCB Board members were also focusing on ways to improve internal control and financial procedures. The VCB is learning from examples in Pike and Butler Counties and from other subject matter experts. Even though the VCB is not a political subdivision of the state, the majority of the VCB funding is comprised of public funds, the lodging tax, and best practices and legal requirements dictate some improvements relating to internal control and contracting practices. Dr. Brown recently provided a summary in review of just 60 days of VCB expenditures. In addition, the State Auditor has a wealth of materials available to be of support to VCBs who wish to improve in this regard.

Mr. Davis stated he is thrilled with the new, programmatic direction of the VCB. He advocated the VCB to implement best practices for financial management. He also stated he is worried that the VCB and Glass Museum are heading toward litigation.

- d. We reviewed *articles in the media* about the Pearl House as a state model and about Governor DeWine reversing cuts Governor Kasich had made relating to Medicaid.

- Open Items (none)

Executive Session – Imminent Litigation

On the motion of Steve Davis and second of Jeff Fix the Board voted to enter into Executive Session to discuss imminent litigation at 9:38 a.m.

Discussion: Commissioner Davis stated that the following people be included in the executive session: Commissioner Davis, Commissioner Levacy, Commissioner Fix, Carri Brown, Rachel Elsea, representatives from the Prosecutor's Office, and representatives from Human Resources, Airport Board Members, and Staci Knisley.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Jeff Fix, and Dave Levacy

**Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019**

On the motion of Jeff Fix and second of Steve Davis, the Board voted to exit Executive Session at 9:38 a.m.

Roll call on the motion as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Review (continued)

The Commissioners met at 9:38 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Commissioner Fix and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Staci Knisley, Rick Szabrak, Jeff Porter, and Jon Kochis.

Executive Session – Matters that must be kept confidential based on federal law

On the motion of Steve Davis and second of Jeff Fix the Board voted to enter into Executive Session to discuss matters that must be kept confidential at 9:39 a.m.

Discussion: Commissioner Fix stated that the following people be included in the executive session: Commissioner Davis, Commissioner Levacy, Commissioner Fix, Carri Brown, Rachel Elsea, representatives from the Prosecutor's Office, and representatives from Human Resources.

Roll call on the motion as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

On the motion of Jeff Fix and second of Steve Davis, the Board voted to exit Executive Session at 9:52 a.m.

Roll call on the motion as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Review (continued)

The Commissioners met at 9:52 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, and Jeff Porter.

Commissioner Levacy stated at 9:30 a.m. that the Commission would be in recess until the Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 19, 2019 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Aunie Cordle, Ray Stemen, Jeremiah Upp, Rick Szabrak, Tony Vogel, Todd McCullough, Dennis Keller, Chief Lape, Jon Slater, David Miller, and Jeff Barron.

Pledge of Allegiance

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

Announcements

Commissioner Levacy asked if there were any announcements.

There were no announcements.

Public Comment

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

**Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019**

There were no public comments.

Approval of Minutes for Tuesday, February 12, 2019

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, February 12, 2019 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Approval of the Commissioners' Resolutions

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

- | | |
|--------------|--|
| 2019-02.19.a | A resolution authorizing the approval of a proclamation. [Commissioners] |
| 2019-02.19.b | A resolution to appropriate from unappropriated in major expenditure object categories for the Fund# 2800 – Fairfield County Commissioners/Airport [Commissioners] |
| 2019-02.19.c | A resolution to amend resolution 2019-12.04.k., a resolution approving the grant award for the Older Adult Services Levy. [Commissioners] |

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Approval of the Engineer's Office Resolutions

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

- | | |
|--------------|--|
| 2019-02.19.d | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for electric service at pump station on West Bank Rd and replacement snow plow blades [Engineer] |
| 2019-02.19.e | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for office supplies [Engineer] |
| 2019-02.19.f | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3434 WAL-24 Bridge Replacement Project [Engineer] |

Discussion: Mr. Upp provided an update from his visit to Ballard Lane last week. He reviewed the issues and stated the homeowners at Ballard Lane have been hesitant to update their pumps as they are having problems getting on the same page. He did some trouble shooting for their private pump and found it was clogged. Unclogging it should help, but he reiterated what he said at the beginning of the project in that the County's project won't completely fix the flooding issue, especially during large storms, but upgrading their pumps will help. The County's pump was operating as it should.

Dr. Brown added that the hesitancy to update the private pumps is complicated due to the lack of a homeowner's association or cohesiveness among residents.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

**Regular Meeting #6 - 2019
Fairfield County Commissioners' Office
February 19, 2019**

Approval of the Human Resources Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Human Resources resolution to approve recommendations and updates to the 2019 Personnel Policy Manual for Fairfield County employees; see resolution 2019-02.19.g.

Discussion: Mr. Porter stated this resolution approves some minor, administrative changes. The 20 recommendations made by the employee retention and recruitment committee were previously approved and will be communicated formally to the employees now. Mr. Davis expressed his appreciation for the work of the committee.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Approval of the Job & Family Services Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Job and Family Services resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #2018 – Public Assistance Fund; see resolution 2019-02.19.h.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Approval of the Juvenile/Probate Court Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following Juvenile/Probate Court resolution approving an account to account transfer; see resolution 2019-02.19.i.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

Adjournment

With no further business, on the motion of Jeff Fix and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:05 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Steve Davis, and Dave Levacy

The next Regular Meeting is scheduled for Tuesday, February 29, 2019 at 10:00 a.m.


Motion by: _____ Seconded by: _____
that the February 19, 2019 minutes were approved by the following vote:


YEAS:
ABSTENTIONS: None
*Approved on February 26, 2019

~~NAYS~~: None


Steven A. Davis
Commissioner

NAYS: None


Dave Levaey
Commissioner


Jeff Fix
Commissioner


Rachel A. Elsea, Clerk