

**Regular Meeting #9 - 2015**  
**Fairfield County Commissioners' Office**  
**February 24, 2015**

**Review**

The Commissioners met at 9:02 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jason Dolin, Ron Osgood, Michael Kaper, Jim Bahnsen, Jeff Barron, Todd McCullough, Ray Stemen, Dennis Keller, and Bob Clark.

- **Facilities Update**

Commissioner Davis asked Facilities Director Dennis Keller to give the Board an update on the conditions of the buildings due to the cold weather.

Mr. Keller reported that there was a power outage downtown. The Courthouse and Hall of Justice were fully operational due to generators that are in place. The generators automatically turn on when the power is out. The Government Services Building, located at 239 W. Main Street, has a generator, but it does not cover the entire building. The current generator was paid by Emergency Management Agency (EMA) federal grants and while it may have some additional capacity, it is not something that was purchased in order to cover the entire building, given the terms of the grant funding. The Government Services Building is expected to be closed for ½ day due to the power outage.

Mr. Keller reported that he and his staff have surveyed the use of the generator for the Government Services Building during the outage. The elevators are not powered by the generator. The generator might be able to have a couple of circuits added to it. The Maintenance Building, located at 355 Lincoln Avenue also had a power outage. This building does not have general public access, though.

Mr. Keller reported that the Emergency Notification System managed by EMA notified employees that the building would be closed until noon. Ms. Brown stated that the EMA notifications worked well. She also sent a global email to employees and notified the media.

Commissioner Davis stated that he consulted with Ms. Brown early this morning to discuss the downtown power outage. They discussed the potential of changing the Commission meeting times and ultimately decided to keep the times as they were advertised given the generators for the Courthouse were working well and there was safe access to the building.

- **Legal Update**

Mr. Dolin reported that the proposed Type II annexation for the 7.389 acres of Walnut Township into the Village of Thurston is still under review. He has been in contact with Tom Hart, Attorney for the Village of Thurston. The question still

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remains whether or not all persons were notified. There is railroad property within the acreage requested to be annexed. Mr. Hart will be doing further research. Mr. Dolin will reach out to him again.

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

**A. Highlights of Resolutions**

Ms. Brown reported that today there is a resolution proposed to renew the lease at the Ag Center with the federal office. The lease is through 2018, and the rent amount is unchanged from the previous amendment.

There is a resolution to make a budget adjustment for Municipal Court; at the last meeting the supporting documentation showed an adjustment of \$10,000, while the increase on the face of the resolution was for \$20,000. The resolution proposed is to make the correction, a budget reduction.

The County Engineer proposes the approval of a bid contract for a bridge replacement.

Most of the resolutions proposed are financial resolutions, including advances and budgeting items for special revenue (grant) funds and an enterprise fund. There are the traditional bill lists proposed for approval.

**B. Administrative Approvals and Budget Update**

Ms. Brown reported that the review packet contains a summary of administrative approvals for the week. She asked if there were any questions, and there were none.

Ms. Brown reported that in process for administrative approval is a contract with Fishel Hass Kim Albrecht for legal services. The rate of the services is \$190 per hour, and the contract will not exceed \$50,000. We have a purchase order in place, and once the contract is approved to form, it will be approved administratively. ORC 309.09 addresses additional legal counsel for the Board of Commissioners. The Board is to enter upon its journal an order of the Board in which compensation for legal services is fixed. Ms. Brown suggested that a motion regarding an order where compensation does not exceed the salary of the County Prosecutor and is set not to exceed \$50,000 is warranted. Mr. Dolin agreed.

**Motion to Place on the Journal an Order in Which Compensation for Legal Services is Fixed at the rate of \$190, not exceeding \$50,000, with the anticipation of a contract with Fishel Hass Kim Albrecht to be approved retroactively and administratively**

On the motion of Dave Levacy and the second of Mike Kiger the Board of Commissioners voted to place on the Journal an order in which compensation for legal

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services is fixed at the rate of \$190, not exceeding \$50,000, with the anticipation of a contract with Fishel Hass Kim Albrecht to be approved retroactively and administratively.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis.

**C. Public Safety Facility and Financing Update**

Commissioner Davis reported that the amount budgeted for the public safety debt payment exceeds the actual amount due. For 2015, \$2 million is budgeted, while a little over \$1.4 million is due. He encourages county staff to have patience with the processes with the City of Lancaster as we continue to move forward. There are other agencies that are involved that also slow the process down.

Ms. Brown reported that we await a second phase approval from the Bureau of Adult Detention, and we have a tentative meeting date within the first week of March. We continue to connect with subject matter experts.

Also, the address for the new jail and public safety facility at the proposed site is expected to be 345 Lincoln Avenue.

**D. March 6 Training – Certified Public Records Training**

Ms. Brown reminded everyone that there will be a training sponsored by the State Auditor's Office in the Board of Commissioners Hearing Room on March 6. A global email was distributed on to announce this training. If you have any questions, please contact Ms. Brown. There are 3 CLE units available for the training.

**E. March 24 - State of the County Address**

Ms. Brown reported that the State of the County Address theme is Fairfield County: *Moving Forward, The Keys are Transportation and Infrastructure*. We will prepare a national awareness calendar in addition to the address. With this theme, we can use the video of the history of the courthouse, too. We are working on getting pictures and renderings of the jail project in connection with the theme. The State of the County address will be held at Liberty Center.

Ms. Brown also reported that she will be in touch with Bob Clark, Economic Development Director and other Agencies to gather input. She will send email to all elected officials and department heads seeking input. She will also be using the information from the bond presentation that was held in November of 2014.

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**F. BRAVOs**

- Bravo to Sgt. Hendershot and Job and Family Services Employees

Ms. Brown reported that Sgt. Hendershot recently received the 2014 Company Key of the Year award from United Way. In addition, JFS received recognition for its participation as an agency with 75% total participation with "fair share or more" contributions. We thank Sgt. Hendershot and the JFS employees for their community spirit and have sent congratulatory notes or certificates to them. Ms. Brown also reported that county agencies are collectively doing well with contributions to the United Way, increasing awareness in the opportunity to participate in the community effort.

- Bravo to Todd McCullough of the Dog Adoption Center and Shelter

Commissioner Kiger reported that he reported a wild animal, a raccoon, with potential rabid behavior, to Todd McCullough, Dog Warden. Mr. McCullough quickly reported it to the humane officer for action. Commissioner Kiger stated that people should not try to handle wild animals on their own. These animals can be dangerous. Mr. McCullough reported that it is loosely defined who is responsible for wild animals. Typically, the Ohio Department of Natural Resources (ODNR) is contacted first. The Humane Society, ODNR, and the Dog Adoption Center and Shelter work together in handling wild animals. Law Enforcement also helps with these situations. In this particular case, the animal may be been suffering from hunger. Mr. McCullough indicated he appreciated the partnership in keeping the community safe. He agreed with Commissioner Kiger in that people should not try to handle problems with wild animals without humane officer help.

Ms. Brown reported that Mr. McCullough recently received humane officer training. She appreciates his dedication to continuing education and commended his work at the Dog Adoption Center and Shelter.

- Old Business

Commissioner Davis reported that as he previously anticipated, the Bluegrass pipeline project will probably not happen. He spoke with the Government Affairs liaison Wendell Hunt and inquired about the project. Mr. Hunt who will be retiring soon told him that it was his opinion that the project was dead. Commissioner Davis reported that he still has questions regarding the easements that have 3 year options.

Commissioner Levacy reported that he watched on television a documentary regarding infrastructure. From the documentary, he learned that in the future, 35,000 miles of pipeline will be needed.

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Commissioner Davis reported that the information from the documentary is true. He is monitoring this every day. There is a continued need for transmission.

- **New Business**

- Human Resources Web Page

Ms. Brown reported that the Human Resource Department now has an updated look to their web page. She shared a copy of the web page that Jeff Porter, Human Resources and Risk Management Director, pointed out to her. This update is a step to help with recruitment. Now, there are two postings for positions. Recruitment is important, and often the market is such that we are competing with multiple entities to fill positions.

Commissioner Davis stated that having the job postings on the website is a good move for an increasingly tough job market. It is nice to have job postings in one place.

- Federal Perspective – Internet – Comment from the Public

Mr. Ray Stemen asked that everyone contact Congress and federal leadership to stop the FCC from voting on Thursday. He stated that the FCC is voting for the government to take over the Internet. Mr. Stemen's viewpoint is that President Obama is taking control of the Internet. Mr. Stemen believes this will result in increased taxation that no one needs.

- **General Correspondence Received**

- a. *Letter from Fairfield Co Visitors & Convention Bureau regarding payment towards Violet Township litigation attorney fees*

Commissioner Davis reported that the Board asked some time ago for the Bureau to be helpful to offset the bed tax litigation costs if the Bureau was able to do so. He is appreciative of their contribution. This is another example of cooperation between agencies.

- b. *Thank you letter from Olivedale for the 2 picnic tables*

Commissioner Kiger reported that a Veteran's group requested the tables and a representative from Olivedale sent a thank you note.

- c. *Thank you card from 4H and FFA Members for 2014 Junior Livestock Sale support (2015 Junior Fair Livestock sales is scheduled for Thursday, October 15<sup>th</sup> & Friday, October 16<sup>th</sup>)*

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Commissioner Davis reported that he is unhappy with the vendor that did not return his phone call during the last auction. He would like the vendors to have better customer service.

Commissioner Levacy reported that he believed that sale will return to a Live Animal Auction in 2015.

Commissioner Davis reported that in the past they only showed the top 3 animals rather than all of them. We will see how things unfold in the future.

d. *CCAO Board of Directors' minutes from January 16, 2015*

Ms. Brown reported the CCAO minutes from January 16, 2015, were available for review and comments were welcome.

- **Calendar Review/Invitations Received**

- *Lutheran Social Services (LSS) Fairfield County Food Pantry 30<sup>th</sup> Anniversary Rededication – Sunday, March 15 @ 3:00 p.m., 2045 E. Main Street, Lancaster*

Ms. Brown reported that a card from the Board of Commissioners will be sent to Lutheran Social Services to congratulate them on their 30<sup>th</sup> anniversary. No Commissioners will be able to attend.

- **FYI**

- a. *City of Lancaster Police Department 2014 Annual Report*
  - b. *Auditor Revenue Trackers for Casino, Sales Tax, & Conveyance Fees*

Ms. Brown thanked the County Auditor for the reports.

Ms. Brown reported that casino revenue budgeted for 2015 is \$1.75 million. The first quarter report shows \$418,876 deposited in February. We will continue to monitor the receipts.

Ms. Brown reported that the conveyance fees are up 2.8 %. The fees are a small percentage of the total general fund revenue. Monitoring will continue on the conveyance fees also.

Ms. Brown reported that the sales tax is up significantly in February of 2015 from February of 2014. It is too early to extrapolate the revenue

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with certainty, but the revenues will also be monitored. We do not expect the same kind of increases monthly, of course.

Commissioner Davis reported that the sales tax revenue is up 11%. This increase will not continue but the increase is a positive indicator.

- c. *Fairfield Co BDD January-February 2015 Newsletter (in newsletter folder for review)*
- d. *Fairfield SWCD February 2015 Newsletter (in newsletter folder for review)*

- **Issues Bin**

- Walnut Township annexation of 7.389 acres into the Village of Thurston

Commissioner Davis reported that the resolution still remains on the table.

- Sensory Trail

Commissioner Davis reported that the group is waiting on feedback about the timeframe for the creation of the wetland.

### **Quarterly Budget and Public Records Update**

The Commissioners met with County Administrator Carri Brown at 9:38 a.m. for a Quarterly Budget and Public Records update. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jason Dolin, Ron Osgood, Michael Kaper, Jim Bahnsen, Jeff Barron, Todd McCullough, Ray Stemen, Dennis Keller, Bob Clark, Branden Meyer, and Tony Vogel.

Ms. Brown presented the Quarterly Budget and Public Records update. (See attached to minutes)

Commissioner Levacy commended Ms. Brown and her staff for their performance in quickly responding to public records requests. Some requests require responses that are voluminous and they move quickly to complete the request.

Commissioner Davis stated that not too long ago there were discussions regarding how public records requests should be answered. The staff does an amazing job on the turnaround of the requests. Further, the transparency through the Sunshine Review, improved from a grade of a "D" to an "A+". He is very appreciative of Ms. Brown and their staff for their work on this. It is impressive that a third party reviewer has provided a positive review.

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Ms. Brown reviewed the summary of the general fund year end cash. She thanked Clerk Branden Meyer for his partnership with the title surplus contribution to the general fund revenue. The purchase order encumbrances have appropriately reduced over the past two years, and everyone has been cooperative with getting the purchase orders in line with the practice of having a contract associated with the carry over encumbrance.

Commissioner Davis reported that he attended a budget retreat a few years back as his role as a City Council Member. The discussions were about spending down the \$8 million carryover. In 2014, the revenue exceeded the expenses by \$1.3 million even with an aggressive year of projects. He thanked the staff, department heads, and Clerk Branden Meyer for their cooperation. Commissioner Kiger stated that he would also like to thank the elected officials for their cooperation.

**FYI (continued) – Annexation Proposal Expected**

Ms. Brown reported that she received email communication with Bill Vance, City Manager, with the City of Pickerington regarding an annexation into the City of Pickerington from Violet Township. Once received, the annexation will be sent to GIS, RPC, and the Engineer's office for their comments. A pre-annexation agreement is expected, as well. Mr. Dolin added that a Memorandum of Understanding (MOU) between the Engineer's office and the City of Pickerington and Violet Township has been forwarded to the appropriate parties. Commissioner Levacy stated that the cooperation between the entities is a good thing. This should eliminate future disagreements.

*Commissioner Davis left the meeting at 9:52.*

**Open Items from Participants/Roundtable**

**Dog Adoption Center and Shelter Sound Improvements**

Mr. McCullough reported that the installation of sound barrier materials at the Dog Adoption Center and Shelter was completed over the weekend. The time at the Shelter is now more pleasant and safer for everyone's hearing. He invited people to visit the Dog Adoption Center and Shelter. Commissioner Levacy stated he was eager to visit again.

**Federal Perspective – Internet – Comment from the Public**

Mr. Ray Stemen reiterated his suggestion that everyone contact Congress and federal leadership to ensure a "no" vote on the FCC taking over internet.



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**Recess**

Commissioner Levacy stated at 9:54 a.m. that the Board of Commissioners would be in recess until the voting meeting at 10:00 a.m.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 24, 2015 beginning at 10:02 a.m., with the following Commissioners present: Mike Kiger and Dave Levacy. Commissioner Davis was absent. Also present were Christina Foster, Staci Knisley, Carri Brown, Ron Osgood, Michael Kaper, Dennis Keller, Mary Beth Lane, Ray Stemen, Jim Bahnsen, Branden Meyer, Tony Vogel, Jason Dolin, Todd McCullough, Jeff Barron, and Aundrea Cordle.

Commissioner Levacy called the meeting to order.

**Pledge of Allegiance**

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

**Announcements**

Commissioner Levacy asked Ms. Knisley if there were any announcements.

Ms. Knisley reported that the resolution for the annexation of 7.389 acres of Walnut Township into the Village of Thurston is still on the table, as discussed earlier in the review session.

**Public Comment**

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

Mr. Ray Stemen asked that everyone contact their Congress, Senate, and GOP leadership. The FCC is voting on Thursday this week to take over the internet. Mr. Stemen's viewpoint is that citizens will be paying more taxes.

**Approval of Minutes for Tuesday, February 17, 2015, Regular Meeting**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, February 17, 2015 Regular Meeting.

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

**Approval of Board of Elections resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Board of Elections resolution:

2015-02.24.a A resolution approving an account to account transfer for the Board of Elections [Board of Elections]

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

**Approval of Commissioners' Office resolutions**

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

2015-02.24.b A resolution authorizing the approval of lease amendment No. 5 with the United States of America/Government for space at 831 College Avenue, Suites A& B [Commissioners]

*Discussion: Ms. Brown reported that the lease amendment keeps the rent constant from the previous amendment. The lease expires November 18, 2018.*

2015-02.24.c A resolution to appropriate from unappropriated into a major expense category for fund # 2807, 2014 EPA Statewide Glass Initiative Grant [Commissioners]

2015-02.24.d A resolution to appropriate from unappropriated into a major expense category for fund # 2736, 2014 Coshocton Fairfield Licking Perry (CFLP) Solid Waste grant [Commissioners]

2015-02.24.e A resolution to appropriate from unappropriated into a major expense category for fund # 2730, subfund # 8082, FY2014 CHIP/CDBG grant [Commissioners]

2015-02.24.f A resolution to appropriate from unappropriated into a major expense category for fund # 2732, subfund# 8084, FY2014 CHIP/OHTF/LMI grant [Commissioners]

2015-02.24.g A resolution authorizing the approval of an advance from the

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General Fund to FY2014 CHIP/OHTF Fund # 2732 subfund# 8084  
[Commissioners]

- 2015-02.24.h      A resolution to appropriate from unappropriated into a major expense category for fund # 2731, subfund# 8083, FY2014 CHIP/HOME grant [Commissioners]
- 2015-02.24.i      A resolution authorizing the approval of an advance from the General Fund to FY2014 CHIP/HOME Fund # 2731 Subfund# 8083 [Commissioners]
- 2015-02.24.j      A resolution authorizing the approval of an advance from the General Fund to FY2014 CHIP/CDBG Fund # 2730 Subfund# 8082 [Commissioners]
- 2015-02.24.k      A resolution authorizing the correction of the Account to Account transfer in a major expenditure object category for Municipal Court [Commissioners]

*Discussion: Ms. Brown reported that resolutions c-k are financial resolutions that relate to financial matters for grant and special revenue funds. It is not unusual to have such proposed resolutions because of the timing of grant years and because adjustments are made as more information is known from state and federal grantors.*

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

**Approval of Emergency Management Agency resolutions**

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

- 2015-02.24.l      A resolution authorizing the approval of repayment of an advance to the General Fund from EMA Fund 2735 (subfund 8072) State Homeland Security Grant Program Fund FY14 [EMA]
- 2015-02.24.m      A resolution authorizing the approval to extend the due date for an advance repayment for EMA Fund 2735 (subfund 8072) State Homeland Security Grant Program Fund FY14 [EMA]

*Discussion: Commissioner Levacy reported that grant funds could be impacted by grantors not having finalized budgets.*

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

**Approval of Engineer's Office resolutions**

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

- |              |  |
|--------------|--|
| 2015-02.24.n | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3434 for VIO-43 bridge replacement project [Engineer] |
| 2015-02.24.o | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 (Julian/Strickler) [Engineer]                    |
| 2015-02.24.p | A Resolution to Approve the Contract Bid Award for the GRE-37, FAI-CR17-3.266 Pleasantville Road over a Tributary to Walnut Creek Bridge Replacement Project. [Engineer]   |

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

**Approval of Juvenile Court resolution**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Juvenile Court resolution:

- |              |   |
|--------------|---|
| 2015-02.24.q | A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2641 Title IV-E Fund [Juvenile Court][Juvenile/Probate Court] |
|--------------|---|

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

**Approval of Family Adult & Children First Council resolutions:**

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On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the following Family Adult & Children First Council resolutions:

2015-02.24.r      A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund # 7521 Family, Adult & Children First Council. [Family, Adult and Children First Council]

2015-02.24.s      A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund # 7521 Family, Adult & Children First Council. [Family, Adult and Children First Council]

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

**Approval of Utilities Office resolution**

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

2015-02.24.t      A resolution to appropriate from unappropriated in an expenditure object category Utilities Fund 5046 Water [Utilities]

*Discussion: Mr. Vogel reported that the resolution presented sets the budget for the design work on Route 256.*

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

**Approval of Payment of Bills resolutions**

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

2015-02.24.u      A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]

2015-02.24.v      A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]

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

Ms. Knisley announced that the next Regular Meeting is scheduled for Tuesday, March 3, 2015, at 10:00 a.m.

**Recess**

Commissioner Levacy stated at 10:10 a.m. that the Commission would take a short recess until the 10:30 interview with Lisa Evangelista.

**Interview with Lisa Evangelista, Library Board Member candidate**

The Commissioners met with Lisa Evangelista at 10:39 a.m. for an interview as a Library Board Candidate. Commissioner Levacy called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jeff Barron, Dennis Keller, Ray Stemen, Bill Bradish, and Jason Dolin.

Commissioner Levacy stated that Ms. Evangelista comes highly recommended by the Library leadership and asked her to talk a little bit about herself and why she wanted to serve on the Library Board.

Ms. Evangelista stated that she is the Chief Executive Officer at the Fairfield Community Health Center. She enjoys the role and enjoys collaborating with different organizations. She is passionate about the library and feels she is a good fit for its board. She is passionate about all arts in Lancaster.

Commissioner Kiger stated that most boards meet regularly and are assigned to committees. He asked if she could commit to the schedule of meetings and participating on committees.

Ms. Evangelista stated that she would commit to the meetings and participating as needed. She is already involved in a non-profit organization. She wants to make the library the best it can be.

Ms. Brown stated that she grew up across the street from the Pickaway County Library. The resources of the library were positive influences in her life, and she believes libraries are exceptional community assets. She stated that she appreciated Ms. Evangelista's passion and willingness to serve.

Commissioner Kiger stated that he also appreciates Ms. Evangelista's enthusiasm to serve on the Board.

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**Approval of Library Board Appointment Resolution**

On motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted at 10:45 a.m. to approve the appointment of Ms. Lisa Evangelista to the Fairfield County District Library Board, see resolution 2015-02.24.w.

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

**Meeting with Bill Bradish, Palmer Energy**

The Commissioners met with Bill Bradish with Palmer Energy at 10:47 a.m. for an update on the Request for Proposals (RFP) for the electric services. Commissioner Levacy called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jason Dolin, Dennis Keller, Ray Stemen, and Holly Mattei.

Mr. Bradish reported that RFP achieved some good rates for review (See attached document to minutes). The process the county went through is the same as the energy aggregation process that the county facilitated for the townships and is part of the CCAO partnership that many counties use. He recommends that the top three suppliers be asked to refresh their rates. The top suppliers are selected based upon the estimated savings per month. The term selected is 36 months; there was not much of a difference with the lower terms however he does believe that if a lower term is selected the rates will go up at the next RFP. Also, the term can't go over the 36 months term due to regulatory rates. Mr. Bradish reported that auctions are done weekly for refreshing prices. The rates are tied to the natural gas rates.

Mr. Bradish reported that Mid America already supplies to a lot of county citizens. IGS is the current supplier for the county buildings that are eligible.

Mr. Bradish reported that the bills will still come from the AEP Utility.

Ms. Brown reported that the RFP results shows that we should anticipate increases in actual costs, but the process is important in obtaining the lowest possible rates in the market. The market has changed since we last requested rates. We will still obtain savings compared to tariff rates with the process. Mr. Keller reported that the county contract with IGS for county buildings expires at the end of February. When the RFP was done 18 months ago, the rates were low and the county was at a good point for bidding. Mr. Bradish reported that the county is currently paying \$0579 per kilowatt as a fixed rate.

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Ms. Brown reported that once the RFP rates were refreshed, the lowest rates would be favored, given electricity is a commodity. She asked if in this case if there would be any other variable to consider. Mr. Bradish indicated cost was the factor to review given all top suppliers are credible.

Mr. Bradish reported that the rates will be refreshed Monday through Wednesday. The agreements need to be approved as to form by the county prosecutor's office. The suppliers are aware that the indemnification clause will have to be deleted.

Ms. Brown stated that with the bid being good for only a day, we will need to turnaround our acceptance or response very quickly. She asked that the Board consider a motion to approve her to authorize the approval of the agreement for electrical supply. After the agreements are approved by Ms. Brown, they will be ratified at the following Board of Commissioners meeting.

**Approval to give County Administrator Carri Brown the authorization to approve and sign agreements for the electricity supply, with ratification of the agreements at the next Board of Commissioners meeting**

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the authorization of County Administrator Carri Brown to approve and and sign agreements for the electricity supply, with ratification of the agreements at the next Board of Commissioners meeting.

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

**Review (continued)**

Commissioner Levacy asked for an additional update on the generator located at the Government Services Center (GSC) Building, 239 W. Main Street.

Ms. Brown reported that the generator was purchased by the Emergency Management Agency (EMA) with federal grant funds. These grant funds are specific on how the generator is to be used, and as such, the type of generator would have been purchased with the grant terms and conditions in mind. It is possible that the generator is fully depreciated and it can be used or replaced. It is possible that there may be additional capacity not used by the generator. This is something that can be researched by the Facilities Department and EMA. Mr. Keller reported that he will review the options with Mr. Kochis with EMA. There may be some additional options. Commissioner Levacy stated that he would like the staff to explore options for the Government Services Building. Mr. Keller reported that he will investigate other options.



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Ms. Brown thanked Mr. Keller and his team for the organized communication and good work in managing the power outage and weather conditions.

**Adjournment**

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn at 11:08 a.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, March 3, 2015, at 10:00 a.m.

---


Motion by: Dave Levacy      Seconded by: Mike Kiger


that the February 24, 2015, minutes were approved by the following vote:

YEAS: Levacy, Kiger, Davis      NAYS: None

ABSTENTIONS: NONE

\*Approved on March 3, 2015

  
\_\_\_\_\_  
Steven A. Davis  
Commissioner

  
\_\_\_\_\_  
Dave Levacy  
Commissioner

  
\_\_\_\_\_  
Mike Kiger  
Commissioner

  
\_\_\_\_\_  
Staci A. Knisley, Acting Clerk



# BUDGET SNAPSHOT

## FEB 24, 2015

FAIRFIELD COUNTY COMMISSION

# OBJECTIVES OF PRESENTATION

- **Review public records request data**
- **Review estimates & actual data of the general fund**
- **Highlight issues to watch for adjustment**
- **Provide a forum for open discussion**
- **Make changes to the format of the update based on input & feedback**

# PUBLIC RECORDS REQUESTS LOG



- The Commission maintains a log for public records requests

# PUBLIC RECORDS REQUESTS LOG

- Logs are good management tools and “best practice” recommended by the State Auditor & Attorney General
- Planning a March 6 Training with the State Auditor
  - To be held in the Commissioners’ Hearing Room



# COMMISSION PUBLIC RECORDS LOG

- From 3/2013 - 12/2013, **22** requests were made
- From 1/2014 – 12/2014, **69** requests were made
- From 1/2015 to the present, **10** requests were made
- **101** requests were made since 3/2013
- As of 2/23/2015, there are no outstanding requests
- **Mode response time is 1 day** (same day)
- 62% of all requests have been addressed in 1 day
- Average response time is 2.66 days
- Sunshine Pages - **A+** - Link to the Sunshine Manual of the Attorney General

# QUESTIONS ABOUT PUBLIC RECORDS



# 2014 SUMMARY OF GENERAL FUND

**2014 Year End Summary for General Fund Cash**

\$ 39,491,950 2014 YTD Revenue (includes \$800K Title Transfer)  
\$ 38,119,776 2014 YTD Expense (includes \$2 million Pub Safety Transfer)

\$ 1,372,174 Difference of revenue over expenses

\$ 13,960,683 2014 Y/E Cash Balance  
\$ (1,461,667) 2014 Y/E Purchase Orders (in accordance with policy)

\$ 12,499,016 2014 Y/E Available Cash

***Key Observations***

Revenues of the General Fund exceeded expenditures.  
Cash Balances support the long term plan.  
Purchase order activity is in line with policy.  
Available cash support 2015 appropriations as expected.



# ITEMS TO WATCH & MEASURE

- Monitor Conveyance Fees, Casino Revenues, and Sales Tax Revenues
- Monitor Expenditures for Departments
- No adjustments are necessary at this time



**CURRENT  
SALES TAX  
RATES**

*Fairfield's rate  
is the same as  
it was in 2013*

- Fairfield - 6.75%
- Hocking – 7.00%
- Licking, Perry, Ross,  
& Pickaway – 7.25%
- Franklin – 7.50%

## PREPARE.

- No new employees on Org Chart 2015-2017
- 2% increase for salaries
- Careful monitoring
- Planned increases
- Grow gap



# CAPITAL PROJECTS PLANNING PUBLIC SAFETY FACILITY

- \$3.8 M transferred in 2013
- \$2 M transferred to the jail/public safety facility capital project fund, annually, 2014 forward
  - Exceeds debt service requirements
- Monitoring maintenance capital projects in separate accounting

# NEXT STEPS - PLANNING & PREPARING

- Continued monitoring
- Plan for 2016 Budgeting Process
- Budget Hearings announced



# QUESTIONS



# OBJECTIVES OF PRESENTATION

- **Review public records request data**
- **Review estimates & actual data of the general fund**
- **Highlight issues to watch for adjustment**
- **Provide a forum for open discussion**
- **Make changes to the format of the update based on input & feedback**

*THANK YOU*  
FOR ATTENDING THE UPDATE







February 20, 2015

To: Fairfield County Commissioners

From: CCAO & Palmer Energy

Subject: Electric RFP for Fairfield County Facilities

As the authorized energy consultant for Fairfield County, the CCAO and Palmer Energy issued an RFP for its facilities to 13 potential suppliers. This RFP comprised approximately 30 meters and over 3.6 million kWh annually. There were 6 suppliers that responded to the RFP, and those offers are displayed below.

### Large Accounts

### Small Accounts

Supplier	Term	Est. Monthly Cost <u>Increase</u> Compared to Current Contract Price	Est. Monthly Cost Savings vs. Est. Utility Tariff Pricing	Est. Monthly Cost <u>Increase</u> Compared to Current Contract Price	Est. Monthly Cost Savings vs. Est. Utility Tariff Pricing
MidAmerican	12	-\$2,241	\$2,392	-\$430	\$285
AEP	12	-\$2,503	\$2,130	-\$549	\$145
IGS	12	-\$2,593	\$2,040	-\$445	\$268
Energy.Me	12	-\$2,717	\$1,916	-\$509	\$192
Guttman	12	-\$4,180	\$452	-\$655	\$20
WRES	12	No Bid	No Bid	-\$384	\$340
MidAmerican	24	-\$1,614	\$3,019	-\$308	\$430
AEP	24	-\$2,035	\$2,598	-\$457	\$253
IGS	24	-\$2,117	\$2,516	-\$345	\$385
Energy.Me	24	-\$2,336	\$2,297	-\$438	\$276
Guttman	24	-\$3,641	\$992	-\$545	\$150
WRES	24	No Bid	No Bid	-\$345	\$385
MidAmerican	36	-\$1,910	\$2,722	-\$354	\$375
MidAmerican	37	-\$1,931	\$2,701	-\$357	\$372
AEP	36	-\$2,304	\$2,328	-\$513	\$187
IGS	36	-\$2,513	\$2,119	-\$395	\$327
IGS	37	-\$2,646	\$1,987	-\$422	\$372
Guttman	36	-\$3,826	\$807	-\$568	\$122
WRES	36	No Bid	No Bid	-\$403	\$317

**Please Note:** Estimated monthly savings vs. utility tariff pricing are based on current Price to Compare (PTC) figures. These PTC estimates shift periodically. One major change that is anticipated is the proposal by AEP-Ohio to shift the transmission charges that are currently included in these prices to the distribution

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portion of consumers' electric costs. Palmer Energy expects that change to be approved and occur sometime during this contract term. If this occurs the PTC will decline as will the price from the recommended supplier.

Each table is broken down by term offerings for both the County's larger consuming accounts (roughly 3.1 million kWh annually) and smaller consuming accounts (roughly 0.5 million kWh annually). In each group, Palmer Energy has provided two columns of pricing comparisons. The first is what the monthly cost impact is vs. your current power prices. The second is the projected monthly savings compared to Palmer's estimate of the current utility tariff price to compare.

**Large Accounts:** The County's larger consuming accounts have been enjoying very competitive pricing over the past few years. The offers received are all higher than the current contract pricing. The monthly cost increases are driven by the increase in capacity costs when compared to the current contract.

	Est. County Capacity	AEP Capacity	Est. Annual Cost	Increase vs. Current
Current Contract	0.7 MW	\$78/MW-day	\$19,900	
15/16	0.7 MW	\$136/MW-day	\$34,700	\$14,800
16/17	0.7 MW	\$59/MW-day	\$15,100	(\$4,800)
17/18	0.7 MW	\$120/MW-day	\$30,700	\$10,800

Since the increase in 12 month capacity is roughly \$1,200 per month, you can see that the increase compared to current pricing is largely attributable to the generation capacity charge increases in AEP territory. We understand that such increases, regardless of the cause, are economically painful. However, generation capacity costs, which are established via auctions held by the federally regulated regional transmission organization known as PJM, are intended to ensure sufficient generation capacity exists to maintain reliable power supplies. So **unless you are able to modify your operating conditions during periods of peak demand**, then Fairfield County, like millions of other Ohio consumers, will be unable to avoid the additional costs.

To give you a sense of proportionality, capacity costs made up roughly 11% of the County's total generation costs on the previous contract. The table below displays what percentage of the total cost per kWh will comprise of capacity costs, depending on which term is ultimately selected.

	Est. Capacity %
12 Month Term	17%
24 Month Term	12%
36-37 Month Term	13%

To differentiate between the various offers it is useful to compare the savings projections. Palmer Energy's tendency is to recommend fixing the most volatile portion of your power prices (energy) for a longer term provided the price is reasonable. But what is the difference and is it reasonable?

**If you deduct the capacity cost impact from the total price/kWh**, the current contract was priced at about 5.2 cents per kWh. The 12 month offer, **without capacity**, from MidAmerican is about 5.6 cents per kWh. The 24 month offer, **without capacity**, from MidAmerican is about 5.7 cents per kWh. The 36 month offer, **without capacity**, from MidAmerican is about 5.7 cents per kWh. The 37 month offer, **without capacity**, from



MidAmerican is about 5.7 cents per kWh. So in essence you can fix the energy component of your supply costs for a 36-37 month term for nearly the same price when compared to a 12 or 24 month term. Palmer Energy, therefore, eliminated all 12 and 24 month offers.


The second level of elimination is to compare the offers from the various suppliers. In that light it appears that offers from Guttman were not as competitive as the offers from MidAmerican, AEP, and IGS. Thus, DPLER is eliminated from consideration. Western Reserve chose to bid on the small accounts and did not bid on the large accounts. If the savings made sense to place the smaller consuming accounts with Western Reserve, this would be a viable option. In this case however, the savings do not make sense to split accounts between suppliers, and therefore Western Reserve is eliminated from consideration.

It is Palmer's general policy to secure refreshed pricing from more than one supplier to ensure the most competitive offers possible after contract approval by the County Prosecutor's office. Securing refreshed pricing with just one supplier opens the County up to get squeezed by that supplier. **Since the proposed pricing is only valid for that given day and refreshed pricing will be required, Palmer Energy recommends securing pricing from MidAmerican, AEP, and IGS for a 36-37 month term for the County's larger consuming accounts, and then making a final decision on the day refreshed pricing is received.**

**Small Accounts:** As you can see from the table on page one, the smaller consuming meters also received pricing that is relatively similar compared to the current prices. Using the same process of elimination, Palmer Energy eliminated all 12 and 24 month offers from consideration. Like the larger facilities, you can fix the energy component of your supply costs for a 36 month term for nearly the same price when compared to a 12 or 24 month term. **Thus, Palmer Energy recommends securing pricing from MidAmerican, AEP, and IGS for a 36-37 month term for the County's smaller consuming accounts.**

**Please note:** Power prices can be quite volatile, so the amount of time to get a contract executed can impact the pricing. Over the past few months the electric market has experienced a sizeable decrease, and therefore Palmer feels now is an excellent time to act. Should the weather change and temperatures drop for a sustained period of time, both the natural gas and electric markets will experience a constraint on supply, continued spikes in demand, and overall upward pressure on pricing. Due to the extreme volatility of both markets, proposed prices are only valid the day they are offered, so please inform us as soon as possible when you are ready to act. As always if you have any questions please do not hesitate to contact us.

# Human Resources FAIRFIELD COUNTY, OHIO



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## Fairfield County, Ohio - Human Resources

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### EMPLOYMENT OPPORTUNITIES

*Thank you for your interest in employment with Fairfield County.*

#### JOB POSTINGS:

DEPARTMENT	POSITION DETAIL
JUVENILE COURT	<b>Juvenile Diversion Officer</b> <i>Ends Friday, March 6, 2015</i> <a href="#">View Position Details</a>
UTILITIES	<b>Wastewater Operator</b> <i>Ends Friday, March 13, 2015</i> <a href="#">View Position Details</a>

Additional Fairfield County postings may be found at:

- <https://mss.co.fairfield.oh.us/AT/employmentopportunities/default.aspx>
- [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com)

To view the Fairfield County EEO Policy [please click here](#)

### CONTACTS

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P: 740-652-7894 / F: 740-652-7896  
[jshepherd@co.fairfield.oh.us](mailto:jshepherd@co.fairfield.oh.us)

### LOCATION

County Courthouse  
210 East Main Street, Room 106  
Lancaster, Ohio 43130

### EQUAL OPPORTUNITY EMPLOYER

**EQUAL OPPORTUNITY**

Fairfield County is an equal opportunity employer and does not discriminate based upon sex, race, creed, color, age, national origin, religion, disability, or genetic information.

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