

**Regular Meeting #13 - 2016**  
**Fairfield County Commissioners' Office**  
**March 22, 2016**

**Public Viewing – Marcy Road**

The Commissioners met at 9:00 a.m. for a Public Viewing on Marcy Road. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy and Mike Kiger. Also present were Jeremiah Upp, Geri Griffith, Ernest Griffith, Sturdy Girls LLC, Kim Laird, and Bill Sharp.

**Review**

The Commissioners met at 9:42 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, Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, AJ Lacefield, Michael Kaper, Joshua Horacek, Jason Dolin, Scott Zody, Dennis Keller, Todd McCullough, Mary Beth Lane, Spencer Remoquillo, Aunie Cordle, Tammy Drobina, Chief Perrigo, Jon Kochis, Jeff Porter, Ray Stemen, Branden Meyer, Jeremiah Upp, Jeff Barron, and Paul Martin.

- Legal Update

Mr. Dolin provided an update on the Bloom to Lithopolis Annexation Petition. The petition had several legal deficiencies such as a failure to obtain signatures of all land owners. These are significant, and the petition has been returned to Mr. Matt LaBuhn for corrections.

- Administration and Budget Update/Carri's List

- a. Debriefing of Sunshine Week

Ms. Brown reported on Sunshine Week activities.

Last week, there was a proclamation to declare the week Sunshine Week. Throughout the year, we work diligently to enhance the public's access to government records and information, to increase information provided electronically and online, and to ensure that all meetings of deliberative bodies under its jurisdiction are properly noticed and open to the public. We continue to encourage members of the public to visit the county website at [co.fairfield.oh.us](http://co.fairfield.oh.us).

Press releases were issued regarding Commissioners attending Ohio EPA training; Sunshine Week; Economic Development and the Workforce Innovation Opportunity Act; customer service efforts at the Dog Adoption Center and Shelter; virtual services for Medicaid applications at JFS; and the State of the County Address (April 19 at Liberty Center).

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In addition, Fairfield County was selected by the Auditor of State as an entity included in a test for compliance with Sunshine Laws. The Auditor of State requested a copy of the county policy for public records requests and a list of the requests made. A copy of the county policy and the log maintained by the Board of County Commissioners were provided to the Auditor of State on the same day requested. Other materials have been provided as requested. There are no outstanding questions for the Commissioners or departments under the Commissioners.

We in the Commissioners' Office will offer support and training to any other department who would like it relating to public records from an operational basis. Rachel Elsea volunteered to log items for others if desired.

Regarding the transparency effort, the 2015 accounts payable data will soon be available with the Open.Gov option. There will be a press release when the website is updated. We thank all of the department heads and the elected officials for their support in the transparency effort.

b. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

The County Engineer proposed approval of the contract and notice of commencement for the Milnor Road project.

There were financial resolutions to approve, such as:

- A fund to fund transfer for the Major Crimes Unit;
- An account to account transfer of appropriations for Meals on Wheels;
- Appropriations from unappropriated funds for the DR Court (Special Projects); and
- The traditional bill list and/or "then and now" related approvals.

c. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week. There were no questions posed about the administrative approvals.

Ms. Brown reported that the draft parameters letter for the 2017 budget cycle was in the review packet. The plan is to provide the letter to all elected officials, department heads, and financial officers on April 6. The parameters are consistent with the budget meetings, quarterly reviews, and the overview from last week.

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The Commissioners were supportive of the parameters letter.

Further, conduit debt has been proposed for Lifeline Ohio Organ Procurement, Inc., a non-profit organization that works with Fairfield Medical Center and other hospitals. The counsel for the conduit debt issuance is Attorney Kamer, a colleague of Attorney Schwallie. Fairfield County was sought out as the county entity for the conduit debt, which means that the debt is "pass through debt" with no liability to the county. Fairfield County has issued conduit debt in the past and qualifies as a "small issuer" in this case.

The fee schedule the Board of Commissioners approved in 2014 would apply to this issue. The fee in this scenario would result in \$2500 as an administrative fee for the general fund.

Please see the letter from Attorney Kamer (in the review packet). This letter outlines the advantages for citizens. We recommend that we issue the conduit debt for 2016, and the county administrator will serve as the point of contact with Attorney Kamer, who will work with the agreements involving Franklin County.

The Commissioners were supportive of the conduit debt.

Regarding sales tax revenues, information from the state website indicates the March numbers are up 12 % as compared to the previous year, bringing the year to date total to about 7%. We will continue to monitor this revenue source, of course.

In addition, we are preparing the accounting structure for the WIOA roles that the economic development department will be performing in the future. In the future, there will be a new fund resolution for WIOA.

d. Jail and Public Safety facility Update

As noted last week, there was an administrative approval for the contract amendment to align the architect deliverables with the construction manager at risk model of service delivery for the jail and public safety facility. This was approved to form and did not involve any changes in expected expenditures.

Mr. Keller holds regular meetings with Granger, and Granger continues to progress very well. We continue to monitor the project. There are no problems to report with the project. There have been reports in the media demonstrating appropriate action is being taken relating to the water supply.

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Further, Carri Brown and Dennis Keller will meet with Sheriff's Office leadership to continue planning for furniture, fixtures, and equipment for the project. These will be expenditures in 2017.

The jail population is now 216.

Mr. Keller stated that they had hit a milestone in the construction. Today half of the first floor slab in phase D is being poured with the second half being poured next Tuesday.

Mr. Levacy stated the article in the Eagle Gazette over the weekend was very well done and commended Ms. Remoquillo. He added it should bring the residents' concerns down.

Mr. Davis added that both papers are doing a great job reporting the facts and that he appreciates their reporting.

Mr. Martin stated he was happy with the articles and was glad to hear the water is safe. It is great to hear the concrete is being poured.

Mr. Kiger added that Mike Nixon is doing a great job with the water quality management.

e. Bravos

- Thank you to the Commissioners' staff for their work with Sunshine Week, last week and every week. The diligence with public records requests and with transparency is much appreciated.
- Thank you to the EMA staff for submitting an application for the safety grant program with the state of Ohio.
- Thanks to the Utilities Department staff (specifically Sophia, Ted, Roger, Mike and Jody) for their preparation and conduct of the public meeting regarding the Allen Road waterline project. John Pekar and Beth Seifert also have offered expressions of thanks for the project.

Commissioner Levacy stated at 9:57 a.m. 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, March 22, 2016 beginning at 10:01 a.m., with the following Commissioners

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present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Spencer Remoquillo, Mary Beth Lane, Chief Perrigo, Todd McCullough, Jeff Porter, Aunie Cordle, Branden Meyer, Jon Slater, Dennis Keller, Jason Dolin, Joshua Horacek, Mayor Tammy Drobina, Paul Martin, Pay Stemen, Jon Kochis, Michael Kaper, Scott Zody, and Jeremiah Upp.

**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. There were no public comments.

**Approval of Minutes for Tuesday, March 15, 2016**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, March 15, 2016.

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

**Approval of the Auditor's Office Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Auditor's Office resolution approving a fund to fund transfer; see resolution 2016-03.22.a.

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

**Approval of the Domestic Relations Court Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Domestic Relations Court resolution to appropriate from unappropriated in a major expenditure object category for Fund 2625 – Special Projects; see resolution 2016-03.22.b.

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

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

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

- 2016-03.22.c      A Resolution to Approve the Contract with BUD'S, Inc. for the FAI-CR22-1.997 Milnor Road Culvert Replacement Project. [Engineer]
- 2016-03.22.d      A Resolution to Approve the Notice to Commence [Engineer]
- 2016-03.22.e      A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for training [Engineer]

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

**Approval of the Meals on Wheels - Commissioners Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Meals on Wheels – Commissioners resolution approving an account to account transfer in a major object expense category – Fund # 2617 – Older Adult Services Levy; see resolution 2016-03.22.f.

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

**Approval of Payment of Bills Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2016-03.22.g.

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

Ms. Elsea announced that the next Regular Meeting is scheduled for Tuesday, March 29, 2016, at 10:00 a.m.

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**Review Continued**

The Commissioners met at 10:05 a.m. to continue 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, Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Spencer Remoquillo, Mary Beth Lane, Chief Perrigo, Todd McCullough, Jeff Porter, Aunie Cordle, Branden Meyer, Jon Slater, Dennis Keller, Jason Dolin, Joshua Horacek, Mayor Tammy Drobina, Paul Martin, Pay Stemen, Jon Kochis, Michael Kaper, Scott Zody, and Jeremiah Upp.

- **Old Business**

- a. **Buckeye Lake State Park Dam**

Mr. Levacy reported there was a conference call with ODNR and Gannett Fleming regarding the slow installation of the seepage barrier. They are bringing in a third machine which will drill much faster and should get them back on schedule.

Mr. Slater asked if they were still working 20 hour days.

Mr. Levacy replied that with the core drilling they were working 24 hours a day and five or six days a week.

Mr. Slater also asked about the dredging.

Mr. Levacy stated that they needed the farmers to agree to the sites, but the new method of making the deals in house was not going as well as it used to when the contractors took care of it. The new dredging machine should be in use by April 5<sup>th</sup>. This is the first time this machine will be used in Ohio.

- b. **Veterans Service Move**

The move is on target with the March 28<sup>th</sup> Opening date. The Amstutz Building will be used for parenting time (visitation) in connect with Domestic Relations Court cases.

- c. **Meals on Wheels Update**

We received documentation from Meals on Wheels, and it is in the review packet. We have requested copies of policies and by-laws, including the policies for financial management.

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d. Allen Road Waterline

The public meeting was held on March 16, 2016 - Of 83 property owners, 38 owners attended the public meeting for information. Others can obtain information from the meeting at the website or by calling the office.

Relating to the project, Commissioners Levacy and Commissioner Davis recently attended technical training for utility management and financial capacity. Leaders of the Ohio Rural Community Assistance Program developed the training, which covered technical, managerial, and financial aspects of utility operations and management. A requirement for participation in certain state funding programs, the training furthers the project for the water line along Allen Road. Additional training will be conducted in April of 2016.

For the project, Fairfield County is seeking a loan through Ohio EPA to construct a water line along Allen Road toward the Fairfield County Developmental Disabilities location in Pickerington. The \$4,100,000 million project qualifies for 50% principal forgiveness, with the balance being financed with low interest.

- New Business

- a. Education Service Center

- Ms. Brown provided written support for the Fast Forward Project. A letter is in the review packet. There is an administrative meeting for information gathering about the project on Tuesday, March 29.

- General Correspondence Received

- a. Email from Justin Ristau regarding termination of DACO Director

- Justin Ristau sent email to report on the termination of DACO Director Brian Hill. We have requested that HR reach out to see if they can be of assistance.

- Calendar Review/Invitations Received

- a. Wagnalls Memorial unveiling of Walkers-Hecox-Hickle American Legion Post 677 Memorial Gardens and Meet new Executive Director – Saturday, April 2 from 6 p.m. – 8 p.m. at Wagnalls Memorial



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b. 4-H Older Youth Banquet – Tuesday, April 5<sup>th</sup> at 7:00 p.m. at Shalom United Methodist Church

1. Commissioner Levacy will attend

c. 4-H Junior Achievement Banquet – Tuesday, May 3<sup>rd</sup> at 7:00 p.m. at Shalom United Methodist Church

1. Commissioner Levacy will attend

- FYI

a. OU-L Spring 2016 Career Fair April 22

b. Lancaster Division of Water Consumer Confidence Report (in newsletter folder)

c. Big Brothers Big Sisters Bowl for Kids' Sake

d. Pickerington Senior Center April 2016 Newsletter (in newsletter folder)

e. Columbia Gas B-System Project Pre-File Application

f. Lancaster Police Department Annual Report (by e-mail)

g. Congressman Stivers' Agricultural Roundtable

Commissioners Levacy and Kiger along with Jeremiah Upp and Jon Slater attended the roundtable on Monday. They were all very impressed and encouraged by Congressman Stivers' knowledge of local and federal agricultural issues.

h. We are working on the request for proposals for the county land use plan. That will soon be issued, with support for the townships.

- Issues Bin (none)

- Open Items (none)

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**JFS Customer Service Survey Results Update**

The Commissioners met at 10:22 a.m. for the JFS Customer Service Survey Update. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Spencer Remoquillo, Mary Beth Lane, Chief Perrigo, Todd McCullough, Jeff Porter, Aunie Cordle, Branden Meyer, Jon Slater, Dennis Keller, Jason Dolin, Joshua Horacek, Mayor Tammy Drobina, Paul Martin, Pay Stemen, Jon Kochis, Michael Kaper, Scott Zody, and Jeremiah Upp.

We received a summary of the JFS quarterly customer service survey. Ms. Cordle provided an update. JFS continues to receive excellent feedback about customer service efforts. 97% of the responses indicated "excellent" or "good" services.

Mr. Davis thanked Ms. Cordle for her work.

Mr. Levacy complimented Ms. Cordle and her staff and said the very high approval ratings were great.

Mr. Kiger stated Ms. Cordle and JFS were doing a good job.

**Executive Session to discuss Pending Litigation**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Pending Litigation at 10:31a.m.

Discussion: Commissioner Davis stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Joshua Horacek, and Jason Dolin.

Roll call on the motion as follows:

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

On the motion of Steve Davis and second of Mike Kiger, the Board voted to exit Executive Session at 10:40 a.m.

Roll call on the motion as follows:

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

**Review Continued**

The Commissioners met at 10:05 a.m. to continue 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, Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, and Jason Dolin.

