

Regular Meeting #11 - 2019
Fairfield County Commissioners' Office
March 26, 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, Jim Bahnsen, Mark Conrad, Jon Kochis, Aunie Cordle, Todd McCullough, Jeff Barron, Don Rector, Dennis Keller, Michael Kaper, Belinda Nebbergall, Chief Lape, Rick Szabrak, Jon Slater, Jane Hanley, Jeremiah Upp, and Ray Stemen.

- Welcome

Mr. Levacy asked for a moment of silence in honor of fallen Spc. Joseph Collette.

Ms. Cordle stated she met with Spc. Collette's mother the night before. Ms. Mecionis is overwhelmed by the outpouring of support from the community.

- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

March 28 - Lunch & Learn from noon until 1:00pm in the Commissioners' Hearing Room – Employee Wellness

April 10 – Wear Blue for Child Protective Services Awareness

April 19 – Good Friday, closing at noon

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

April 25 – Circus Night at JFS (date change)

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

Dr. Brown highlighted 23 resolutions.

We proposed a proclamation in honor of Child Abuse Prevention Month (April). Aunie Cordle, JFS Director, and staff will be available to receive the proclamation. We proposed a proclamation by request of Harcum House (Nick Pease) for awareness of April as Sexual Assault Awareness Month. This awareness approach coincides with April as Child Abuse Awareness month, and this is fitting because children aged 12-17 are the largest demographic of those suffering sexual abuse. Nick Pease with Harcum House will be at the regular meeting to receive the proclamation.

We also proposed a proclamation for the Lancaster Culinary Program, and Commissioner Levacy will present this proclamation at the State of the Schools Address.

EMA proposed approval of the updated mitigation plan.

The Engineer proposed approval of a drawing for the Coonpath culvert project, approval of the purchase of a semi chassis tractor, and the approval of a change order for the West Buckeye Lake Improvement project.

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There were financial resolutions to approve, such as:

- Memo transactions and appropriations for the County Engineer (five resolutions);
- Account to account transfers of appropriations to properly classify expenditures for the Commissioners, DD, and Economic and Workforce Development (four total resolutions);
- Appropriations from unappropriated funds for the Sheriff and FCFACF (special revenue funds);
- An advance and appropriations for EMA, and the repayment of an advance for Juvenile Court;
- Interest credits for political subdivisions of the Parks District and Board of Health; and
- The payment of bills.

There were various other resolutions that are works in progress. For example, RPC will propose a series of CDBG participation agreements, for Millersport, Sugar Grove, Pleasantville, FCFACF, and Meals on Wheels, once those entities have signed the agreements. There are standard reappointments of board positions for the Library and for the TID in queue.

c. **Administrative Approvals, Program, & Budget Update**

Administrative Update

The review packet contained a list of administrative approvals. No questions were posed.

On Friday, March 22, we opened proposals for the demolition and site work at Lincoln Avenue (the old maintenance garage). Loewendick was the low bidder of 14 bids ranging from \$44,900 to \$126,608. We look forward to working with Loewendick again.

All proposals were responsive. In this scenario, the market was in our favor, as opposed to the case of the Baldwin project. This invitation resulted in the most number of responses over the past five years. The contracting process is underway, to meet our planned target of contracting in April. Work should be completed by June.

Budget Update

We continue to appreciate the Governor's executive proposal for the state budget, especially in its proposals to support children.

In thinking about indigent attorney fees, the history of the last full three years plus the current year is in the review packet. If an estimate of \$1.66 M of attorney fees are approved for 2019, every additional 10% of reimbursement from the state is about \$166 K of reimbursement revenue to the county. At present, 43% of the fees are covered by state reimbursement. Full reimbursement would mean an estimated \$900 K+ for the general fund. (The expenditures or appropriations would not be reduced. The cash balance would be improved with the reimbursement. Local dollars are now being used to cover amounts the state does not cover.)

There is some discussion at the state level of state sales tax revenues being overstated in some projections. There are some details in which there are some losses in internet access taxes (about \$35M statewide) based on a federal provision formerly grandfathered. These factors make it especially important to work hard on attorney fee reimbursements.

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In other items, the Internet sales tax is not a current priority at the state level, yet, but anytime we can promote that concept it is good to do so. The transportation budget continues to be reviewed in the legislature.

The county budget guidance to be emailed on April 2 was in the review packet.

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.

Mr. Levacy spoke about the proposed gas tax. He mentioned that the House and Senate had passed versions much lower than the Governor's proposed \$0.18.

Mr. Upp added that the Governor had put a lot of effort and work into arriving at the \$0.18 number. This is the number needed to allow townships, counties, and the state to keep up with infrastructure needs. The lower numbers from the House (\$0.10) and Senate (\$0.06) would leave everyone behind and unable to take care of the infrastructure already in place.

Mr. Levacy mentioned he had spoken with State Representative Schaffer and State Senator Hill and encouraged both to look at the numbers so the issues can be addressed appropriately.

Mr. Fix stated he had spoken with them as well and they had indicated the conference committee was not likely to bring the number back up to that which was proposed by the Governor. State Senator Hill did indicate that the state may be willing to dip into the rainy-day fund as needed for special infrastructure projects.

Commissioner Davis joined the meeting at 9:11 a.m.

d. BRAVOs

Bravo to Don Rector, Utilities Deputy Director. He saved the Bloom Carroll School District about \$200,000 in tap fees (to Fairfield County and to Carroll) as the designer of the school's project sized the building service lines too large for requirements. This is an example of thinking holistically, and it is much appreciated.

Thank you to Chief Lape for accommodating needs of a vendor for electronic monitoring. We appreciate his collaboration. Thanks to Dennis Keller for his thoughts on reorganizing some space at the jail to accommodate reentry and electronic monitoring efforts.

Bravo to Jon Kochis for his work in clearing material at Rockmill dam.

Thank you to IT for their help with the constant contact images and to Rachel Elsea for her work in preparing the Commissioners' newsletter (we are focusing multiple ways to share information instead of Facebook).

Bravo to the Board of Elections for their Mock Election.

- Old Business

- a. Right-sizing the MCJDC Contribution from Fairfield County

Mr. Davis stated the meeting on the 20th was full bodied and passionate. The discussion will continue at the next meeting on April 16th.

- b. State Auditor – Public Records Request Score Card

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On Thursday, March 21, Dr. Brown met with representatives of the State Auditor's Office to ask about the scorecard for public records requests. The State Auditor does not have the scorecard template available, and they are simply stating they want to review public records requests more often and issue a scorecard, presumably on timeliness and access. Dr. Brown offered to serve on a work group if they would like county representation. We discussed the current logging process in place, and Dr. Brown noted the State Auditor is in the exploration stage of developing a scorecard.

- New Business (none)
- General Correspondence Received (none)
- Calendar Review/Invitations Received
 - a. Fairfield County TID Meeting – Thursday, March 28th at 9:00 a.m. at the Engineer's Office
 - i. Commissioner Fix will attend.
 - b. Bremen Chamber Meetings – March through June events
 - i. Commissioner Fix to attend March 28th and speak April 25th
 - c. OCCO Legislative Reception – Tuesday, April 9th at 5:00 p.m. at the State House Atrium
 - i. Commissioners Fix and Levacy to attend
 - d. Fairfield County 4H Recognition Ceremony – Tuesday, April 9th at 6:30 p.m. at the Ed Sands Building, Fairfield County Fairgrounds
 - i. Commissioner Davis will attend.
- FYI
 - a. Jail Population is 276
- Open Items

Board of Elections Update

The Commissioners met at 9:22 a.m. for an update from the Board of Elections. 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, Jim Bahnsen, Mark Conrad, Jon Kochis, Aunie Cordle, Todd McCullough, Jeff Barron, Don Rector, Dennis Keller, Michael Kaper, Belinda Nebbergall, Chief Lape, Rick Szabrak, Jon Slater, Jane Hanley, Jeremiah Upp, Brett Riffle, and Ray Stemen.

Jane Hanley reported the new equipment was delivered at the end of January. The Board of Elections was required to do acceptance testing. The logic and accuracy testing will begin on Wednesday and is expected to last about four days. No calibration testing is needed with the new equipment.

The last day to register to vote in the May 7th election is April 8th. Early voting will begin on April 9th. Individuals can register to vote online or in person. Online registration is preferred as it is quicker and saves the Board of Elections money.

Mr. Davis asked about the 2020 primary date.

Ms. Hanley replied that legislation was introduced to make the Presidential primary date the same as all other primary years (the first Tuesday after the first Monday in May). It is unknown how this will affect petitions as those dates are not addressed in the legislation.

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Dr. Brown mentioned that other counties are also doing mock elections and asked if there was any feedback.

Ms. Hanley replied they had not received any feedback yet, but have heard from several counties who have not yet purchased equipment wanting to come see Fairfield County's equipment. She thanked everyone for purchasing the equipment last year as there is currently a bottleneck trying to get the resolutions through at the Secretary of State's Office for approval.

The mock election would be held from 11:00 a.m. to 1:30 p.m. later in the day.

At 9:29 a.m., Commissioner Levacy stated the Commission would be in recess until the 10:00 Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, March 26, 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, Joshua Horacek, Staci Knisley, Christina Foster, Shar Bails, Rick Szabrak, Jon Kochis, Todd McCullough, Jim Bahnsen, Jeff Barren, Mark Conrad, Aunie Cordle, Heather Funk, Stephanie Jackson, Johanna Pearce, David Henwood, Ashleigh Duffy-Pratt, Traci Hall, Justin Gall, Danielle DiMatteo, Leah Miller, Krystina Van Meter, Melody McClese, Donna Stalter, Michael Kaper, Belinda Nebbergall, Jane Hanley, Jon Slater, Chief Lape, Jeremiah Upp, Ray Stemen, Josh Van Dyke, and representatives from the Harcum House.

Pledge of Allegiance

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

Moment of Silence

Commissioner Levacy asked for a moment of silence in remembrance of Spc. Joseph Collette.

Announcements

Commissioner Levacy asked if there were any announcements.

Dr. Brown announced the Career Expo to be held on April 4th at the Career Center. The event will be from 4:00 p.m. – 7:30 p.m. with over 56 employers attending. The Sheriff's Office had a flyer for the event, and Mr. Szabrak encouraged everyone to advertise the event.

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 19, 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, March 19, 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:

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- 2019-03.26.a A resolution authorizing the approval of a proclamation recognizing April as Child Abuse Prevention Month [Commissioners]
- 2019-03.26.b A resolution authorizing the approval of a proclamation. [Commissioners]
- 2019-03.26.c A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2019-03.26.d A resolution authorizing the approval of a proclamation. [Commissioners]
- 2019-03.26.e A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2019-03.26.f A resolution authorizing an account to account transfer into a major expense object category Fund# 1001 – Commissioners Office

Discussion: The Commissioners presented the proclamations for Child Abuse Awareness Month and Sexual Abuse Awareness Month and spoke to the importance of both child abuse awareness and sexual abuse awareness.

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

Approval of the Board of Developmental Disabilities Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Board of Developmental Disabilities resolution approving an account to account transfer; see resolution 2019-03.26.g.

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

Approval of the Economic Development Resolutions

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

- 2019-03.26.h A resolution approving an account to account transfer in a major object expense category [Economic & Workforce Development]
- 2019-03.26.i A resolution approving an account to account transfer in a major object expense category [Economic & Workforce Development]

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

Approval of the Emergency Management Agency Resolutions

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following Emergency Management Agency resolutions:

- 2019-03.26.j A resolution to amend the Fairfield County Mitigation Plan [EMA]
- 2019-03.26.k A resolution authorizing the approval of an advance and to request for appropriations for receipts for EMA fund 2091 (Subfund 8134) Hazardous Materials Training Grant Fund [EMA]

Discussion: Mr. Kochis stated the mitigation plan would now include Hunters Run and allow them to be eligible for mitigation dollars if needed. Mr. Davis asked when the Commission

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would be hearing more from the Hunters Run Conservancy District Board. Dr. Brown replied that two prospective board members would be attending the HRCD April meeting and then could be appointed. After that time, the Commissioners could receive an update.

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:

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| 2019-03.26.l | A Resolution to Approve the Construction Drawings for the FAI-CR31-9.708 Coonpath Road Culvert Replacement Project. [Engineer] |
| 2019-03.26.m | A resolution to purchase a 4700SB Western Star Semi Chassis Tractor. [Engineer] |
| 2019-03.26.n | A resolution to approve a Change Order for the West Buckeye Lake Drainage Improvement Project. [Engineer] |
| 2019-03.26.o | A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 7790 for general consulting fees and future projects [Engineer] |
| 2019-03.26.p | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 2018 Ball Banking Study PID 106861 [Engineer] |
| 2019-03.26.q | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for Coonpath Road FAI-CR31-9.708 Culvert Replacement Rights-of-way [Engineer] |
| 2019-03.26.r | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for new equipment [Engineer] |
| 2019-03.26.s | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 HOC-43 bridge repair [Engineer] |

Roll call vote of the motion resulted as follows:

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

Approval of the Family, Adult, and Children First Council Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Family, Adult, and Children First Council resolution to approve additional appropriations by appropriating from unpropertyed into a major expense object category – Fund #7521, Family, Adult, and Children First Council; see resolution 2019-03.26.t.

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 Juvenile/Probate Court resolution authorizing the approval of an advance to the General Fund from Fund #2856 Children Abuse and Neglect Discretionary Fund (QIC); see resolution 2019-03.26.u.

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

Approval of the Sheriff's Office Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Sheriff's Office resolution to appropriate from unappropriated in a major expenditure object category and an account to account transfer – Fund 2394 CFLP Litter Enforcement Grant; see resolution 2019-03.26.v.

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of Steve Davis, 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 2019-03.26.w.

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

Review (continued)

Mr. Davis asked for an updated on the demolition bids as he missed the discussion earlier.

Dr. Brown replied there were 14 bids received ranging in costs from \$44,900 to just over \$126,000. The contract with Loewendick will be an Administrative Approval as it is under \$50,000. Work is to be done by June 1st.

Mr. Keller added that the contract will include site improvement as well.

Mr. Davis stated he looked forward to the before and after photos of the work.

Time with the Commissioners

The Commissioners met at 10:15 a.m. to hold a Time with the Commissioners. 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, Staci Knisley, Christina Foster, Shar Bails, Rick Szabrak, Jon Kochis, Todd McCullough, Jim Bahnsen, Jeff Barren, Mark Conrad, Aunie Cordle, Heather Funk, Stephanie Jackson, Johanna Pearce, David Henwood, Ashleigh Duffy-Pratt, Traci Hall, Justin Gall, Danielle DiMatteo, Leah Miller, Krystina VanMeter, Melody McClese, Donna Stalter, Michael Kaper, Belinda Nebbergall, Jane Hanley, Jon Slater, Chief Lape, Jeremiah Upp, Ray Stemen, Josh Van Dyke, and representatives from the Harcum House.

Items discussed included gratitude for the recent policy manual changes and county insurance. There was information available about the strategic plan and the policy changes.

Many employees thanked the Commissioners for their work in accepting the recommended policy changes.

The electronic idea box was reviewed, and employees are encouraged to participate. Everyone wants to keep the dialogue going.

Adjournment

With no further business, on the motion of Jeff Fix and a second of Dave Levacy, the Board of Commissioners voted to adjourn at 10:43 a.m.

