

Regular Meeting #15 - 2017
Fairfield County Commissioners' Office
April 4, 2017

Review

The Commissioners met at 9:01 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, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Todd McCullough, Tony Vogel, Chief Perrigo, Dennis Keller, Spencer Remoquillo, Jim Bahnsen, Michael Kaper, Jeff Porter, Ray Stemen, Branden Meyer, Rick Szabrak, and Jon Kochis.

- Legal Update

Mr. Horacek stated he did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

- Reminder: April 12th is Wear Blue Day for Child Abuse Prevention Month. April 20th is Circus Night and the Candlelight Walk.
 - The State of the County Address will be April 25. We will have the address at Crossroads on Fair Avenue. The theme for the address is Brilliant Ideas @ Work, which mirrors the National Association of Counties Theme for Awareness Month (also April).

- b. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

We proposed the release of a mortgage based on terms and conditions of NSP grant participation.

We proposed the approval of a license for use of property (7020 Hill Road NW, Parcel 0370214510) with Dawn Call to support the honey bee population, as discussed in an earlier review session. The agreement was drafted by the County Prosecutor, and Facilities Management and the County Engineer had input to the agreement. Ms. Call has signed the agreement, with an anticipated effective date of April 4, 2017.

The County Engineer proposed the approval of contracts and notices to commence for projects for bridges in Amanda and Greenfield townships. The County Engineer also proposed the bid award for the Winchester Road bridge project.

There were financial resolutions to approve, such as:

- A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of December 15, 2016 through January 15, 2017;
 - Account to account transfers of appropriations for the FCFACF Council and the public assistance fund, as well as for the general fund, to properly classify expenditures (multiple resolutions);
 - Appropriations from unappropriated funds for the County Engineer, the Dog Shelter, the jail and public safety capital projects fund, and EMA grants (non general fund appropriations);
 - Allocations (including fund to fund transfers) as scheduled for the second quarter of 2017, for JFS, MCJDC, capital projects, debt service, and the jail and public safety facility;

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- Adjustments to repay program income for the NSP program;
- Reimbursements to the children services fund relating to SSI/SSA;
- The repayment of an advance for the recycling grant; and
- The payment of bills (including the UHC payment for the health benefit plan & approval and payment of then and now certifications or substitute then and now certifications, if needed).

c. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week. Ms. Brown asked if there were questions, and none were posed.

Ms. Brown announced Level 1 budget data entry opens April 5th. The parameters letter discussed last week will be sent to elected officials, department heads, and financial officers.

Administratively, all county Commissioners' departments refreshed employees on the county customer service protocol. The protocol requires fast, friendly, and accurate service. An example of a customer service target for responsiveness is to target answering all emails within one business day and always within two business days. Further, phone calls should be returned within one business day, if not on the same day. If accuracy requires research, the internal or external requester of information should be given a reasonable estimate of when an answer will be provided. If an employee is out of the office, protocol requires an automated response within the voice and electronic mail systems.

Mr. Davis asked if there was a specific event that brought on the review of customer service.

Ms. Brown replied that there was not a specific circumstance to prompt the reminder. This was just a helpful reminder that helps to contribute to the overall expectations.

d. Jail and Public Safety Facility Update

The most recent report on the jail population showed the population was 234.

The project is on time and within its budget.

The event flier was in the review packet.

Dennis Keller shared some pictures of the roof of the project. The roof is completed other than inspections. The remaining work is mostly exterior site work. They are ending up with extra dirt that will be transported to a dump due to its classification. The site work schedule is very tight.

Mr. Davis asked if the roof was flat.

Mr. Keller replied that it was classified as such, but it had the proper pitch to promote drainage. There are several testing and warranty inspections completed on the roof. This will be the best roof for a facility of this kind.

e. Bravos

Congratulations to the Visitation Center for its efficiency with its new operations. With part time hours and collaboration among the Commissioners and Domestic Relations Court, more than 1,000 visits have

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been conducted in an annual period. There have been no critical incidents of violence involving visitation since the services have been in place.

BRAVO to everyone using the County Commissioners' Resolution Management System. The return on investment for the program is now 8.11 times the cost of the project. In addition, the majority of payments are processed within four days, as opposed to the previous eight days, which is improved service for the public.

The Sheriff's Office Civil Division team members shared appreciation for the Information Technology Team, especially Randy Carter, Denise Gressick and Fred Goodwin for their knowledge and dedication to their work, especially in solving problems with multiple systems.

- Old Business

- a. Analysis of Visitors to County Buildings

Mr. Davis stated that he had touched base with Ms. Brown regarding an intern to analyze the number of visitors to county buildings downtown. The data should be done in the next few weeks and information will be shared at the State of the County. Mr. Davis also asked for some data to have for his interview with Paul Jassogne on April 18.

- b. Buckeye Lake State Park Dam Drainage

Mr. Levacy reported that a group including state legislators, the county engineer, and Walnut Township will meet to come up with a solution. Mr. Ferbrache met with ODNR, and they will not be helping with the discharge into the lake. This is problematic as it could cause additional flooding and the possibility of mosquitos. There is a very short time to find a solution.

- c. Inventory of County Owned Property

Mr. Davis reminded everyone that a few years ago they asked the staff to identify all county owned property. They believe there are at least 100 parcels. Staff continues to review and then will analyze the parcels to determine in there are any small remnants that can be disposed of if they have no current or future use to the county.

Ms. Brown added they expect to complete this analysis this year and do not expect any grand quantity of land for disposal. For example, most of the right of ways would need to be maintained.

- New Business (none)

- General Correspondence Received (none)

- Calendar Review/Invitations Received

- a. Hometown Urgent Care Open House – Tuesday, April 11th from 3:00 p.m. – 7:00 p.m. at 1612 N. Memorial Drive

- FYI

- a. Lighthouse Golf Outing – May 6th

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- Issues Bin (none)
- Open Items

a. County Property (continued)

Mr. Horacek suggested that in reviewing the county owned parcels they also be cleaned up so that all would be titled in the same name. The Auditor's Office has been titling all county owned property the same way for the last year or so, but it would help to go back to previously titled property as well.

Mr. Davis agreed. He thought the properties should be well defined and easy to locate. He also added they were not including right-of-ways in the discussion of disposition as those may be needed in the future.

Commissioner Davis stated at 9:22 a.m. that the Commission would be in recess until the 10:00 a.m. Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, April 4, 2017 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Dennis Keller, Tony Vogel, Todd McCullough, Jon Slater, Ray Stemen, Jim Bahnsen, Jeremiah Upp, Jon Kochis, Rick Szabrak, and Ryan O'Connor.

Pledge of Allegiance

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

Announcements

Commissioner Davis asked if there were any announcements.

There were no announcements.

Public Comment

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

Mr. Ray Stemen of 2444 West Point Road in Lancaster spoke regarding his concerns with the Clinton family and a deceased employee of theirs.

Approval of Minutes for Tuesday, March 28, 2017

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, March 28, 2017, Regular Meeting.

Roll call vote of the motion resulted as follows:

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

Approval of the Commissioners' Office Resolutions

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

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| 2017-04.04.a | A resolution approving account to account transfers into a major expense category – Commissioners [Commissioners] |
| 2017-04.04.b | A resolution authorizing the approval of a license for use of property. [Commissioners] |
| 2017-04.04.c | A resolution to approve to appropriate from unappropriated into a major expense category for the Public Safety/Jail Project Fund# 3810 – Fairfield County Commissioners [Commissioners] |
| 2017-04.04.d | A resolution approving account to account transfers into a major expense categories for the Visitation Center – Commissioners [Commissioners] |
| 2017-04.04.e | A resolution authorizing a fund to fund transfer –General Fund # 1001 to Facility Jail Capital Project Fund # 3810 – Fairfield County Commissioners [Commissioners] |
| 2017-04.04.f | A resolution authorizing a fund to fund transfer for Fairfield County Job and Family Services (JFS) – 2nd Quarter 2017 Allocation - Fairfield County Commissioners [Commissioners] |
| 2017-04.04.g | A resolution authorizing the approval of repayment of an advance to the General Fund – Fund # 2807 FY2016 Ohio EPA sub fund 8131 Commissioners' Office [Commissioners] |
| 2017-04.04.h | A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of December 15, 2016 through January 15, 2017 [Commissioners] |
| 2017-04.04.i | A resolution authorizing a fund to fund transfer –General Fund # 1001 to Capital Improvement Fund # 3435 -Fairfield County Commissioners [Commissioners] 2 |
| 017-04.04.j | A resolution authorizing a fund to fund transfer for the 2nd Quarter 2017 Allocation for the Multi County Juvenile Detention Center (MCJDC) -Fairfield County Commissioners [Commissioners] |
| 2017-04.04.k | A resolution authorizing fund to fund transfers from the General Fund # 1001 to: #4483, #4529, #4485, #4663, #4809, & #4819 - Debt Service Payments for 2017 [Commissioners] |
| 2017-04.04.l | A resolution to appropriate from unappropriated funds in a major category expense for other, NSP FY2008 Program Income Fund# 2748, subfund# 8010 – Fairfield County Commissioners [Commissioners] |
| 2017-04.04.m | A resolution authorizing the release of liens for assistance provided through the Neighborhood Stabilization Program 1 (NSP) [Community Action] |

Discussion: Ms. Brown stated resolution B was a land use license in regards to a request from Dawn Call to plant wildflowers that would help the honeybee population.

Roll call vote of the motion resulted as follows:

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

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Approval of the Dog Shelter's Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Dog Shelter's resolution to appropriate from unappropriated in a major expenditure object categories for the Fairfield County Dog Shelter, #2002, Furniture and Fixtures; see resolution 2017-04.04.n.

Discussion: Mr. McCullough added that this was for adjustments to security features.

Roll call vote of the motion resulted as follows:

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

Approval of the EMA Resolutions

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

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| 2017-04.04.o | A resolution to appropriate from unappropriated in a major expenditure object category EMA 2090 (Subfund 8132) Emergency Management Agency Fund – SCP Round Up Grant [EMA] |
| 2017-04.04.p | A resolution to appropriate from unappropriated in a major expenditure object category EMA 2090 Emergency Management Agency Fund [EMA] |

Discussion: Ms. Kochis stated that resolution O was for three warning sirens in Lancaster, West Rushville, and Rushville.

Roll call vote of the motion resulted as follows:

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

Approval of the Engineer's Office Resolutions

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

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|--------------|---|
| 2017-04.04.q | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for supplies for VIO-06 AND VIO-32 bridge deck replacement [Engineer] |
| 2017-04.04.r | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for 2017 projects [Engineer] |
| 2017-04.04.s | A Resolution to Approve the Contract with Ohio Bridge Corporation (dba U.S. Bridge) for the GRE-27 Mt. Zion Road Bridge Repair Project. [Engineer] |
| 2017-04.04.t | A Resolution to Approve the Notice to Commence for the GRE-27 Mt. Zion Road Bridge [Engineer] |
| 2017-04.04.u | A Resolution to Approve the Contract with Ohio Bridge Corporation (dba U.S. Bridge) for the AMA-07 Westfall Road Bridge Repair Project. [Engineer] 2 |
| 017-04.04.v | A Resolution to Approve the Notice to Commence for the AMA-07 Bridge Repair [Engineer] |

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2017-04.04.w A Resolution to Approve the Contract Bid Award for the BLO-14, FAI-CR23-4.502 Winchester Road Bridge Replacement Project. [Engineer]

Roll call vote of the motion resulted as follows:

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

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

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Family, Adult, and Children First Council resolution approving an account to account transfer Fund 7521 Family Adult Children First Council; see resolution 2017-04.04.x.

Roll call vote of the motion resulted as follows:

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

Approval of the JFS Resolutions

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

2017-04.04.y A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services [JFS]

2017-04.04.z A resolution approving an account to account transfer Fund 2018 Public Assistance [JFS]

Roll call vote of the motion resulted as follows:

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

Approval of Payment of Bills Resolutions

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

2017-04.04.aa A resolution to approve the payment of the vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]

2017-04.04.bb A resolution authorizing payment(s) to United Health Care for purposes of the Fairfield County Health Benefits Plan – Fairfield County Board of Commissioners [Commissioners]

2017-04.04.cc A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]

Roll call vote of the motion resulted as follows:

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

Adjournment

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:08 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, April 11, 2017, at 10:00 a.m.

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Motion by:

Seconded by:

that the April 4, 2017, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on April 11, 2017



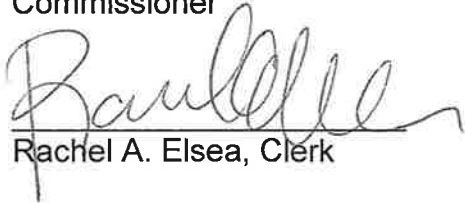
Steven A. Davis
Commissioner



Dave Levacy
Commissioner



Mike Kiger
Commissioner



Rachel A. Elsea, Clerk