

**Regular Meeting #18 - 2022
Fairfield County Commissioners' Office
May 3, 2022**

Review Meeting

The Commissioners met at 1:00 p.m. in the Commissioners' Hearing Room of the Historic Courthouse on 210 E Main St., Lancaster, OH. Commissioner Fix called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Jeff Fix. Also present: Aunie Cordle, Jeff Porter, Bennett Niceswanger, Staci Knisley, Bart Hampson, Jonett Haberfield, Tom Lininger, Jon Kochis, Tony Vogel, Dan Neeley, Lisa McKenzie, Dennis Keller, Adam Tippet, Corey Clark, Dr. Carri Brown, Vince Carpico, Angela Krile, Delanie McIlwain, and Marty Norris.

Attending virtually: Jeremiah Upp, Lori Hawk, Jeff Barron, Jeff Camechis, Caller 01, James Bahnsen, Becky, Calvin Robinson, Josh Horacek, Lynette Barnhart, and Tony Vogel.

Welcome

Commissioner Fix opened the meeting by welcoming everyone in attendance.

Listen & Learn – Visit Fairfield County

Jonett Haberfield from Visit Fairfield County stated they had printed a new visitors guide. 30,000 copies were published around the state. They had also prepared an outdoor guide for visitors to reference for outdoor locations around the county to visit. These items are on the website and the app. They also launched the Green Thumb Trail. It compiles the 20 places people can visit for plants, gardening, nurseries, and other locations. This year they will launch the Local Experts Program. It allows locals to share information and work with the community to promote the community. The tourism industry in Fairfield County is bigger than people realize. 8.2% of private jobs in the county are tourism related and generates \$510.7 million in total business sales. This summer, Visit Fairfield County will launch a program to empower the community to share their knowledge on social media. They will be trained to be an extension of the office and have gotten lots of positive feedback and interest. Fairfield County residents are the most informed on places to visit in the county. Visit Fairfield County will work with local business and organizations to inspire people to get involved with this program. Some of the challenges they are proposing is to visit themed trails, attend live music shows, share dinners with people, and take pictures of all their experiences to promote visitation to the county and its locations. They propose spending \$35,000 on this program. There will be paid media, lunch and learns, ads, and other promotional materials to recruit ambassadors to this program. They ask permission from the Commissioners to utilize the money that was provided to the VCB during 2020 and 2021 when the 5% administrative fee was waived by the county and placed in a restricted fund with the VCB for post-pandemic programming.

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Commissioner Davis stated he liked the proposal. He wished to give a shoutout to Dave Fey for providing an engaging experience on tours and programs in the counties in the past.

Jonett added that with this program, it allows her office to be present at more events around the county.

Commissioner Fix asked Jonett about other places that have similar programs.

Jonett added that Columbus has a similar program. They have different needs than Fairfield County, but the idea is the same. There are ambassador communities all over. Anybody can be an ambassador. When new businesses come into the community, there need to be people who can help these people visiting the county to find places they can visit and bring more business to the community.

Angela Krile stated there is a need for this to be a county-wide program. They want to make sure there are ambassadors throughout the county, and need to determine who should be recruited from smaller communities as well.

Commissioner Levacy stated there are many places in Fairfield County he has not been. It speaks to how much is happening in the county that people should be made aware of.

Jonett asked for everyone to visit their office to find out where people can take their visiting friends.

Commissioner Fix presented Jonett with a proclamation recognizing May 1-7, 2022, as National Travel and Tourism Week.

Public Comments

Adam Tippet from the Village of Carroll stated he is grateful for having the opportunity to sit in on commissioner meetings and learn about county business.

Legal Update

No update

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County Administration Update

County Administrator Cordle reviewed the Week in Review, Highlights of Resolutions, the Budget Review, Recognitions, and the Jail Population, as follows.

Week in Review

ARP Update

There are multiple projects under review.

From the \$15,303,451.00 received as the first tranche of fiscal recovery funds. \$9.3M has been appropriated, \$3.08M expended, \$4.1M encumbered or obligated.

Process is underway to receive the second tranche.

Commissioner Davis spoke about the ARP numbers that are reported weekly. He believes it would be helpful to see the breakdown in simplistic terms.

Habitat for Humanity Lancaster Build

The County Administration team has organized a volunteer group to assist with Habitat's Lancaster build on Saturday, May 7.

Second Round Deadline for Brownfield Grants Extended until May 31

The Ohio Department of Development announced this week that the application deadline for the second round of brownfield remediation grants has been extended to May 31, 2022. The previous due date had been April 30.

Fairfield County Employs New Center to Build and Strengthen Workforce

Article highlighting the Workforce Center appears in the County Leader newsletter that is produced by CCAO.

Commissioner Davis spoke about a moving conversation he overheard about the positive effects of the Workforce Center on a student who was struggling.

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Aunie Cordle shared a similar story of a student who teachers had warned of being troublesome but has really shined at the Workforce Center and is a top performer in their class.

Dennis Keller added that his students through the program are performing well.

Tony Vogel added that his student will be hired full-time upon his graduation.

Ace of Trades in Lancaster Eagle Gazette

Corey Clark, JFS Director, is highlighted in the Lancaster Eagle Gazette as the Ace of Trades.

Workforce Center Open House

There is an Open House at the Workforce Center tomorrow from 5-7 regarding summer camps, ready to work adult programming, and fall pre-apprenticeship programs.

Leadership Conference

Next Tuesday, May 10th at the Wigwam, the Commissioners are hosting the annual leadership conference for County leadership.

Bottoms Up Diaper Drive

Bottoms Up Diaper Bank is holding the World's Largest Diaper Drive May 2-7 at Connexion West. Their goal this year is to collect 500,000 diapers which will serve about 20,000 families. All diapers collected here in Lancaster will benefit the families in Fairfield County. In the past 12 months they have distributed almost 77,000 diapers in Fairfield County.

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals

Resolution Review

There are 14 resolutions for the voting meeting.

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Resolutions of note:

- A resolution to approve an authorized use of American Rescue Plan fiscal recovery funding for a software as service solution (cloud-based software) for enterprise resource planning for financial systems of the county with sole source provider Tyler Technologies for Enterprise ERP (formerly known as MUNIS) - and technological equipment
- A resolution authorizing the approval of proclamations.
- A resolution approving an account to account transfer into major object expense categories for Commissioners Office and Human Resources due to reorganizational changes that adjusted staff from the HR budget to the Commissioners budget.

Budget Review

- No update

Recognition

- Dr. Brown expressed her appreciation for Shannon Carter and her team at OSU Extension. They provided a mindfulness in-service for all County Auditor team members (after hours) as part of the follow up to the annual strategic planning retreat. There was no charge for the in-service – and it was an excellent skill building session for mindfulness-based stress reduction.
- Dr. Brown shared a thank you from Beth Seifert, who thanked the County Auditor's Finance team for their responsiveness with the ticketing system: She reported that tickets are completed a lot of times within a hour. She stated, "They are awesome about completing tickets - rarely do I have to follow up with them." Thanks to Lori Hampshire, Meagen Bowland, and Angel Horn for their good examples of internal customer service.
- The Visitation Center expresses their appreciation to Mark Conrad for setting up the new security viewing system at the Visitation Center. It has been wonderful for their officers and for ensuring families' safety. They also, thanked Denise Gressick for responding to numerous requests for setting up a new employee and stated that she is always so responsive and willing to help!

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- Thank you to Jess Bowlen from Bennett Niceswanger for her help with pulling records at the Records Center.
- Thank you to Bennett Niceswanger for participating in OSU Extension's Real Money, Real World program for middle school students.
- Thank you to Jeff Porter for organizing a great outing for the County Administration team to the Columbus Clippers baseball game.
- Thank you to Bennett Niceswanger for attending the OneOhio Region 18 meeting with Commissioner Fix and County Administrator Cordle and for taking the meeting minutes.
- Thank you to Josh Anders for repairing a leaking fire hydrant on Wednesday April 27th at MCJDC.
- Thank you to Staci Knisley and Bennett Niceswanger for filling in for Clerk, Rochelle Menningen.

Calendar Review/Invitations Received

- Fairfield Medical Center (FMC) 2022 State of the Center, Wednesday, May 18, 2022, 5:00 p.m., FMC River Valley Campus, 2384 N. Memorial Dr., Lancaster
- Forest Rose School 2022 Graduation Honoring Dion Darling-Archie and Caleb Howell, May 20, 2022, 1:30 p.m., Forest Rose School, 739 College Ave., Lancaster

Correspondence

Items Requiring Response

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Informational Items

- Fairfield County Awarded Top Workplace Honor News Release, Dated April 26, 2022
- Ohio Division of Liquor Control Liquor License Transfer, Permit Number 6692977, Pappy DS, LLC DBA Island House to John E. Doneff, DBA Island House, 2977 Greenlawn Ave., Millersport

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Jail Population

- April 26 was 261 with 37 of those being contracted placements
- May 3 is 267 with 33 of those being contracted placements

Old Business

Commissioner Davis wished to add an appreciation to Jeff Porter for organizing a visit to the Clippers baseball game last week.

Commissioner Fix spoke on the Region 18 One Ohio meeting that was held the previous week. He was elected to serve as the Region 18 representative to the state board. The following night, he attended a meeting of the Township Association.

New Business

Dr. Carri Brown spoke on Internal Control, which ensures efficiencies. It highlights a couple good reminders for financial procedures. Having ethical training helps with compliance. Even hiring practices can be considered Internal Control. There will be additional communication on the manual.

Regular (Voting) Meeting

The Commissioners met in the Commissioners' Hearing Room of the Historic Courthouse on 210 E Main St., Lancaster, OH. Commissioner Fix called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Jeff Fix. Also present: Aunie Cordle, Jeff Porter, Bennett Niceswanger, Staci Knisley, Bart Hampson, Jonett Haberfield, Tom Lininger, Jon Kochis, Tony Vogel, Dan Neeley, Lisa McKenzie, Dennis Keller, Adam Tippet, Corey Clark, Dr. Carri Brown, Vince Carpico, Angela Krile, Delanie McIlwain, and Marty Norris.

Attending virtually: Jeremiah Upp, Lori Hawk, Jeff Barron, Jeff Camechis, Caller 01, James Bahnsen, Becky, Calvin Robinson, Josh Horacek, Lynette Barnhart, and Tony Vogel.

Pledge of Allegiance

Commissioner Fix asked everyone to rise as able and led the Pledge of Allegiance.

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Announcements

There were no announcements.

Approval of Regular Meeting Minutes for April 26, 2022

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, April 26, 2022, Regular Meeting.

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Board of Commissioners

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions from the Board of Commissioners:

2022-05.03.a A resolution authorizing the approval of a proclamation.

2022-05.03.b A resolution approving an account to account transfer into major object expense categories for Commissioners Office and Human Resources # 1001 – Fairfield County Commissioners

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Auditor

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Auditor:

2022-05.03.c A resolution to approve an authorized use of American Rescue Plan fiscal recovery funding, within fund #2876, to purchase 1.) a software as service solution (cloud-based software) for enterprise resource planning for financial systems of the county with sole source provider Tyler Technologies for Enterprise ERP (formerly known as MUNIS) -and- 2.)

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technological equipment, including laptops, docking stations, a scanner, and projector; and to approve appropriations from unappropriated funds within fund #2876.

Dr. Brown thanked the Commissioners for their support of software as a service solution for enterprise resource planning, the financial systems. The project addresses needs for improved access and improved cybersecurity as part of the public health response because implementing the solution allows for multi-site operations, provides for additional server hardware capacity, reduces the cyberthreat plane, and increases efficiency. There is a reasonable expectation for less downtime with software as a service. Dr. Brown also thanked Jon Kochis, EMA Director, for his support of a continuity of operations exercise at EMA which will be conducted along with the conversion activities.

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

Approval of Resolutions from the Fairfield County Engineer

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Engineer:

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| 2022-05.03.d | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for cellphone stipend. |
| 2022-05.03.e | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2362-Levy for microsurfacing . |
| 2022-05.03.f | A Resolution to Approve the Contract Bid Award for the 2022 Crack Sealing Project. |

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

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Approval of Resolutions from the Fairfield County Family, Adult and Children First Council

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Family, Adult and Children First Council:

- 2022-05.03.g A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 7521, subfund #8168
- 2022-05.03.h A resolution to appropriate from unappropriated funds and account to account transfer in a major category expense for the Fund# 7521, subfund #8157

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

Approval of Resolutions from Fairfield County Information Technology

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolution from Fairfield County Information Technology:

- 2022-05.03.i Internet service and network connectivity agreement between The Chillicothe Telephone Company and the Fairfield County Board of Commissioners for the purposes of network and internet connectivity at The Fairfield Center.

Dan Neeley stated Chillicothe Telephone Company is doing business as Horizon.

Aunie Cordle added this will get the Sheriff's Office up and running at the Fairfield Center.

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

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Approval of Resolutions from Fairfield County Job and Family Services

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions from Fairfield County Job and Family Services:

- 2022-05.03.j A resolution approving an account to account transfer Fund
2843 Ohio Start
- 2022-05.03.k A resolution regarding Network Placement and Related Services
Agreement between Journey Home Foster Care, and Child Protective
Services Department

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

Approval of Resolutions from the Fairfield County Sheriff

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Sheriff:

- 2022-05.03.l A resolution approving an account to account transfer Fund 1001
- 2022-05.03.m A resolution authorizing an account to account transfer Fund 2442
Commissary

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

Approval of the Payment of Bills

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the following resolution for the Payment of Bills:

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2022-05.03.n	A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval
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Roll call vote of the motion resulted as follows:
Voting aye thereon: Steve Davis, Dave Levacy, and Jeff Fix

Adjournment

With no further business, on the motion of Steve Davis and a second of Dave Levacy, the Board of Commissioners voted to adjourn at 2:06 p.m.

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

The next Regular Meeting is scheduled for Tuesday May 10, 2022, following the Leadership Conference, held at the Wigwam Event Center in Pickerington, Ohio.

Motion by: Steve Davis Seconded by: Dave Levacy
that the May 3, 2022, minutes were approved by the following vote:

YEAS: Steve Davis, Dave Levacy, Jeff Fix
ABSTENTIONS: None

*Approved on May 10, 2022

*Approved on May 10, 2022


Jeff Fix
Commissioner


Dave Levacy
Commissioner


Steven A. Davis
Commissioner

Bennett Niceswanger, Assistant Clerk