

Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Tony Vogel, Jon Kochis, Ray Stemen, Lt. Marc Churchill, Loudan Klein, Jeff Barron, Jake Tharp, Joshua Horacek, Amy Brown-Thompson, Jon Slater, David Miller, Rick Szabrak, Jeremiah Upp, and Dennis Keller.

- Welcome

Commissioner Levacy welcomed those who were in attendance.

- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

We welcomed Jake Tharp to his role as building navigator.

- May 27 – Memorial Day – Office is Closed
 - May 28 – Records Center Dedication (Commission Meetings will be held at the Records Center)
 - June 4 – Soil and Water Lunch n Learn
 - June 15 – Wear purple for Elder Abuse prevention
 - June 18 – Time with the Commission at the Sheriff's Office (pizza lunch provided)

Mr. Levacy applauded the airport board for the 50th Anniversary event on Saturday.

- b. Highlights of Resolutions

Dr. Brown highlighted 17 resolutions for the voting meeting.

We proposed the approval of a contract with Moody's of Dayton Inc. dba G.M. Baker & Son Co. to perform the work necessary to construct Tussing Road Water Treatment Plant Well 10 Project for the sum of \$417,200.

Now that Heather O'Keefe has been promoted to Deputy Director of Protective Services for JFS, we proposed her appointment to the Ohio Children's Trust Fund Council.

The County Engineer proposed approval of drawings for construction on the Bader Road Bridge; the contract award for 2019 resurfacing; advertising for Lieb's Island and Sellers Drive construction; and the contract and notice of commencement for the Schwilk Road bridge project in Berne Township (five resolutions).

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 January 15, 2019 through February 15;
 - An account to account transfer of appropriations to properly classify expenditures for the County Auditor;
 - Reimbursements for JFS special revenue funds (three resolutions);
 - An amendment for the Reclaim Ohio grant with ODYS;

Regular Meeting #20- 2019
Fairfield County Commissioners’ Office
May 21, 2019

- Appropriations from unappropriated funds for the County Engineer (two resolutions);
- Fund to fund transfers for the unclaimed funds; and
- The payment of bills.

There were other resolutions anticipated soon, such as:

- A resolution to approve a plan agreement with the County Commissioners Association of Ohio for inclusion the workers’ compensation group retrospective rating plan program.
- A resolution authorizing the use of employee dishonesty and faithful performance of duty insurance in lieu of bond for certain elected and appointed officials. CORSA Member Counties may elect by resolution to use CORSA’s coverage document as an “employee dishonesty and faithful performance of duty policy” in lieu of surety bonds for all of the following county officers, employees, and appointees that are required by law to give a bond: Auditor; Commissioner; Coroner; Engineer; Juvenile Court Judge When Acting as Own Clerk; Recorder; Sheriff; Treasurer; Prosecutor; JFS Director; County Dog Warden and Deputies; Probate Judge; and Clerk of Common Pleas Court. We will still need to obtain a separate official’s bond for the Protective Services (Children Services) Director.
- A relatively small change order for the paving at the Dog Adoption Center and Shelter. The change now will save repair costs in the future.
- A renewal of an agreement with the Sheriff and Canal Winchester Schools.

c. Administrative Approvals, Program, & Budget Update

Administrative Update

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

We are adjusting our estimates for the NACo conference to include the hotel stay for Commissioner Davis (approximately \$800). We do not yet know if Rick Szabrak or Todd McCullough will be able to attend the conference. Conference registration needs to happen before May 30th for early bird discounts.

Travel/Expense Item - Estimates	Commissioner Davis	Todd McCullough, Director of Dog Adoption Center and Shelter	Rick Szabrak, Director of Economic and Workforce Development
NACO Conference Registration	515	515	515
NACA Awards Lunch	15	15	15
Hotel	800	800	800
Transportation (taxi, etc.)		100	100
Flight to Conference		550	550
Flight back to Columbus	550	550	550
Mileage to Columbus, round trip		70	70
Meals, estimate	225	225	225
Total Estimate for Traveler	2105	2825	2825

Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019

There was a short administrative meeting with HRCD officials. There is an emergency need for an entity to contract on the District's behalf (for about \$50K - \$65K) for 2019. This is separate from any need relating to studies for long term plans. There will be more information provided soon.

Budget Update

We are aligning our county budget with goals. 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 performance assessment tools and comply with the county compensation plan.

We continue to work with state advocates and association staff to promote county interests with the state budget.

d. Debriefing of Leadership Conference & Planning for September 26th Conference

About 70 leaders attended and reviewed the strategic plan, communications plan, and budget. We conducted an activity to affirm how "We Live the Code." A draft resolution and Live the Code document was prepared for review; the resolution is not expected to be on a voting agenda until after the Time with the Commission meeting of the 21st; in addition, Commissioner Fix wanted to be available for the voting agenda in which the Live the Code document was formalized with a resolution of support. He was saddened to not be able to attend the leadership conference yet was highly supportive of the agenda contents.

The slide show and packet will be emailed to all elected officials and department heads. In addition, we will continue to follow up on the strategic themes and "Live the Code" values.

The next leadership conference is the training seminar. It will be held on September 26 at the Wig Wam. A draft agenda was in the review packet. We are opening the training up to townships and others who might want to participate because we want to be supportive of other entities who may have similar training needs. The topics are cybersecurity, unlawful harassment, ethics, texting communications, and loss control. There will be no charge to others who would like to attend.

Regarding work groups, we will continue the environmental stewardship work group (led by Dennis Keller), the security work group (led by Jon Kochis), and the recruitment and retention work group (led by Jeff Porter). We will begin a Communications work group in 2020. We will refocus the Records Center Work Group on operations (with Carri Brown, Branden Meyer, Mark Conrad, and Dennis Keller participating and new members welcome). We will also request HR to begin a training and development work group.

In continuing communications efforts, a Time with the Commission meeting was scheduled following the voting meeting.

e. BRAVOs

To Shar Bails from all at JFS: Thank you for covering the lobby during the JFS agency all staff meeting.

Thanks for strong participation and helpful planning for the leadership conference. We have sent thank you notes to presenters.

Bravo to the Airport Board, HAS Museum leaders, and multiple volunteers for the Airport 50th Anniversary Celebration for its professionalism and connection with military honors.

**Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019**

- Old Business

- a. MCJDC connections – rightsizing the contribution

Mr. Davis stated that as expected, the other member counties are coming around to the proposal of an \$800,000 contribution instead of nothing from Fairfield County. They are close to having a budget in place for 2020, but there is still pessimism for a long-term solution.

Juvenile Court and the Commissioners continue to evaluate long-term solutions.

There are two programming meetings scheduled for June and a special MCJDC Joint Board of Commissioners meeting scheduled for July 19th to discuss the budget and answer any questions MCJDC employees have. While Mr. Davis wants MCJDC to succeed, the math problem for the years after 2020 is extremely difficult. The rightsizing work continues.

From the newspaper article, we received two calls (from Clark County and Muskingum County) indicating there were entities who desired to offer their detention services to Fairfield County. A rate of \$90/day appears to be market rate. We will continue market research.

Dr. Brown confirmed with bond counsel that a withdraw does not impact in any way the current county debt that is associated with the MCJDC.

In 2019, the debt service on the MCJDC related debt is \$119,850. We have in long-term projections, the following remaining debt service, beyond 2019:

2020 - \$111,700
2021 - \$108,200
2022 - \$109,200

That is a total of \$329,100. The original debt was issued in 2003 for \$1,480,000. The MCJDC as an entity has no debt.

- New Business (none)

- General Correspondence Received (none)

- Calendar Review/Invitations Received

- a. Fairfield County TID Meeting – Thursday, May 23rd at 9:00 a.m. at the Engineer's Office
 - b. Bremen Chamber Event – CREST Training – Thursday, May 23rd at 6:30 p.m. at the Historical Society Building, 161 Carter Street, Bremen
 - c. Retirement Lunch for Rodney Barker and Melvin Shook – Friday, May 24th at 11:30 a.m. at The Maintenance Shop on Baldwin Drive

- FYI

- a. Jail Population – 297
 - b. DACO Summer Camps

At 9:25 a.m. Commissioner Levacy stated the Commission would be in recess until the 10:00 a.m. Regular Meeting.

**Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019**

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, May 21, 2019 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Tony Vogel, Jeremiah Upp, Jon Kochis, Jake Tharp, Lt. Marc Churchill, David Miller, Ed Laramée, Jon Slater, Dennis Keller, Ray Stemen, and Rick Szabrak.

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, May 16, 2019

On the motion of Steve Davis and the second of David Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, May 16, 2019 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis and Dave Levacy

Absent: Jeff Fix

Approval of the Commissioners' Resolutions

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

2019-05.21.a 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 January 15, 2019 through February 15, 2019
[Commissioners]

2019-05.21.b A resolution approving the appointment of Ms. Heather O'Keefe to the Ohio Children's Trust Fund Child Abuse and Child Neglect Regional Prevention Council. [Commissioners]

Discussion: Dr. Brown congratulated Ms. O'Keefe for her promotion to Deputy Director of Protective Services and mentioned she was aware Ms. O'Keefe was eager to serve on the Ohio Children's Trust Fund Child Abuse and Regional Prevention Council.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis and Dave Levacy

Absent: Jeff Fix

Approval of the Auditor's Office Resolutions

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

**Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019**

- 2019-05.21.c A resolution approving an account to account transfer – Auditor's Office [Auditor- Finance]
- 2019-05.21.d A resolution authorizing a fund to fund transfer. Auditor – Fund 1080 [Auditor- Finance]

Discussion: Mr. Slater stated the first resolution was moving appropriations for new computers recommended by IT and the second resolution was transferring unclaimed funds to the GRF.

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

Approval of the Engineer's Office Resolutions

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

- 2019-05.21.e A Resolution to Approve the Construction Drawings for the LIB-26, FAI-TR251-0.406 Bader Road Bridge Replacement Project. [Engineer]
- 2019-05.21.f A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for Lake Road Culvert Replacement Rights-of-way [Engineer]
- 2019-05.21.g A Resolution to Approve the Contract Bid Award for the FAI-CR2/12/16/22/36/58/TR475 Resurfacing Project. [Engineer]
- 2019-05.21.h A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for equipment software and sign supplies [Engineer]
- 2019-05.21.i A Resolution to Approve Advertising for the Resurfacing of Sellers Drive (TR1329) and Leib's Island Road (TR475). [Engineer]
- 2019-05.21.j A Resolution to Approve the Contract with The Ohio Bridge Corporation dba U.S. Bridge for the BER-42 Schwilk Road Bridge Repair Project. [Engineer]
- 2019-05.21.k A Resolution to Approve the Notice to Commence for the BER-42 Bridge Repair Project [Engineer]

Discussion: Mr. Levacy stated resolution "i" was for the paving of Sellers Drive on Liebs Island, a result of the mediation for the ODNR agreement. He stated he appreciated the work of Mr. Davis and everyone involved. Mr. Upp thanked his staff, the Commissioners, and the Prosecutor's for their work on the project.

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

Approval of the JFS Resolutions

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

- 2019-05.21.l A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2019-05.21.m A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]

Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019

2019-05.21.n A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]

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

Approval of Juvenile/Probate Court Resolutions

On the motion of Steve Davis and the second of David Levacy, the Board of Commissioners voted to approve the Juvenile/Probate Court resolution authorizing the approval for an amendment to the FY19 Grant Agreement with the Ohio Department of Youth Services; see resolution 2019-05.21.o.

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

Approval of the Utilities Office Resolution

On the motion of Steve Davis and the second of David Levacy, the Board of Commissioners voted to approve the Utilities Office resolution to approve the contract award for the Tussing Road Water Treatment Plant – Well 10; see resolution 2019-05.21.p.

Discussion: Mr. Vogel stated this was for the replacement of Well 6 that collapsed due to the corrosive water in the area corroding the steel casing. The new well is ten feet from the old location.

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

Approval of the Payment of Bills

On the motion of Steve Davis and the second of David Levacy, 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 2019-05.21.q.

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

At 10:07 a.m. Commissioner Levacy stated the Commission would be in recess until the 11:30 a.m. Time with the Commissioners event at the Engineer's Office.

Time with the Commissioners

The Commissioners met at 11:30 a.m. for a Time with the Commissioners session at the Engineer's Office. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were various county employees.

The Commissioners thanked everyone for attending. They discussed the new records center, current MCJDC issues, and the employee retention and recruitment workgroup. They also answered questions from those in attendance.

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 12:01 p.m.

Regular Meeting #20- 2019
Fairfield County Commissioners' Office
May 21, 2019

Roll call vote of the motion resulted as follows:

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

The next Regular Meeting is scheduled for Tuesday, May 21, 2019 at 10:00 a.m.

Motion by: _____ Seconded by: _____
that the May 21, 2019 minutes were approved by the following vote:

YEAS: NAYS: None
ABSTENTIONS: None
*Approved on May 28, 2019


S. A. Davis

Steven A. Davis
Commissioner

Absent

- Dave Levacy
Commissioner

Jeff Fix
Commissioner

Jeff Fix
Commissioner

Ral El

Rachel Elsea, Clerk