

**Regular Meeting #22 - 2018**  
**Fairfield County Commissioners' Office**  
**May 22, 2018**

**Review**

The Commissioners met at 9:03 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jeff Porter, Aunie Cordle, Mary Jo Fox, Laura Holton, Rick Szabrak, Todd McCullough, Tony Vogel, Jeremiah Upp, Dennis Keller, Lt. Churchill, Jim Bahnsen, Josh Messerly, David Uhl, Anna Tobin, Eric McCrady, Mary Beth Lane, Jeff Barron, Jeff Fix, Kyle Witt, Loudan Klein, Donna Fox-Moore, Simon Welker, Bekah Montgomery, and Ken Oswalt.

- Legal Update

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

- Administration and Budget Update/Carri's List

- a. Announcements

Today (May 22<sup>nd</sup>), we are celebrating the retirement of Dr. Vajen, effective June 30.

The offices are closed for the Memorial Day holiday on May 28<sup>th</sup>.

Public hearings for the \$5 licensing fee will be May 29 at 12 pm noon & June 5 at 6 pm.

The Economic and Workforce Development Summit is June 13.

Congratulations to the City of Lancaster Golden Gales baseball team for winning the 2018 Ohio Division 1 District Championship.

- b. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

We proposed *proclamations to honor the efforts to combat public assistance fraud* and to honor Chief Perrigo and Dr. Vajen on their *retirements*. The proclamation to honor the efforts to combat fraud will be presented this morning to members of JFS and the Prosecutor's Office. The proclamations for Chief Perrigo and Dr. Vajen will be presented at the Sheriff's award ceremony and the celebration later today, respectively.

On the voting agenda was a proposed resolution declaring it a necessity to levy a tax in excess of the ten-mill limitation for the benefit of Fairfield County and to approve ballot language for the November 6, 2018 ballot. *Meals on Wheels* officials will be available for a meeting prior to the voting session.

Following a mailing to all affected property owners and review of the comments from the public hearing held on May 15, 2018, we proposed a resolution to accept *a single county ditch petition* on Ballard Lane in Walnut Township prior to the final determination and to document next steps for the matter. Copies of that resolution and supporting documents are in the review packet and were mailed to property owners.

The County Engineer proposed to award a contract for professional services for *traffic signal consultation* at Election House Road and North Columbus Road. The County Engineer also proposed to award crack and seal and pavement marking contracts.

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The *Law Library* proposed a resolution to approve the signing a Memorandum of Understanding from the Statewide Consortium of County Law Library Resource Boards for the Fairfield County Law Library.

JFS proposed approval of a *lease for a vehicle* and approval of two contracts for *placement services* in network for child protective services.

There were *financial resolutions* to approve, such as:

- Establishing a new fund for the West Buckeye Lake grant funded project;
- Releasing mortgage liens relating to grant terms and conditions for the Community Housing Improvement Program;
- The repayment of an advance and extending time for a different advance for the County Sheriff (two resolutions);
- Fund to fund transfers of appropriations and appropriations for County Utilities (three resolutions) and for Major Crimes Unit (grant accounting);
- An account to account resolution to properly classify the expenditure of supplies for the Sheriff;
- Memo transactions and appropriations for the County Engineer relating to annual inspections and the Bentwood Farms project; and
- The payment of bills.

In a future meeting, we will propose an amendment to the existing contract with Premier Services for nursing services to include required jail physician services (at the same level of services now provided) beginning July 1, 2018. There is a cost savings with this approach of more than \$82,000 annually. This approach has been discussed in previous public meetings, and we are now forecasting the resolution to be proposed.

c. Administrative Approvals & Budget Update

Administrative approvals for the week were included the review packet. No questions were posed.

We reviewed revenue history and projections for 2018. Ms. Brown reported deposits for the first part of the calendar year show that casino revenues are on track to exceed our budgeted amount of \$1.75 M. They are on track to exceed \$1.8M, and we do not recommend any changes to the revenue line item.

Revenue reports from the County Auditor regarding permissive sales tax, conveyance fees, and casino revenues were received as expected. There were no recommendations for changes to the current projections.

While the loss of the sales tax revenue based on the MCO issue will be felt by the county for a long time, the sales tax revenues are coming in above the estimates. Ms. Brown stated that previously, we reviewed sales tax revenues, and we discussed how for 2017, sales tax revenues came in above estimates (about \$300,000 more for the period than estimated), and we did have very conservative estimates based on the MCO issue. The Commissioners' 2018 estimate for sales tax is \$22.17 M, about 1.6% above the 2017 actual collections. Currently, extrapolated sales tax revenues would exceed \$21.27 M. We will continue to monitor sales tax and other revenue sources to determine if any adjustments are required. It is unlikely any formal adjustments will be needed, given the County Auditor's estimate for sales tax is \$19.5 M.

Conveyance fees will vary, yet there are no adjustments needed.

Mr. Slater noted that the Auditor's estimates are conservative.

Mr. Davis stated that the coming years will be challenging in part to the MCO sales tax loss.

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d. Roundtable Debriefing – May 17, 2018

A roundtable meeting was held May 17<sup>th</sup>. Topics included strategic planning, ADA compliance with websites, budgeting, and other review items. Following the meeting, Ms. Brown received an additional link for the strategic plan, and she received a suggestion for a “picture day” – and there was email sent about this day planned for December 11, 2018. Department heads and elected officials continue to find the roundtable meetings helpful.

e. BRAVOs

Congratulations to *Pastor Tony and Elaine Salvatori* for being honored as senior citizens of the year by COAAA. Commissioner Levacy attended the ceremony on Wednesday, May 16<sup>th</sup>, and the Board of Commissioners nominated the couple.

There have been many thanks shared for the work conducted for the *planning of the West Buckeye Lake Improvement Project*. It is good to pause and say thanks for the group effort, which was impressive. Now, we move to the next steps for the project, which include the resolution proposed today, bidding, and an award of the contract. Ms. Brown will ensure proper grant reporting.

Mr. Davis congratulated Ms. Brown on the success of the grant for the ditch project. The hearing last week would’ve been much different without the news of the grant. The resolution on the agenda later in the day would cause some residents to have disdain in its current form, but the grant will change that.

Mr. Levacy added that without the maintenance project the area would have major flooding concerns.

Thank you to *Jon Kochis, EMA Director, and Lt. Churchill* for their participation in the tabletop exercise at Ohio University-Lancaster yesterday.

- Old Business

- a. Commissioner Kiger

Mr. Levacy reported that he and Sheriff Phalen met with Mr. Kiger on Monday. He continues to improve and will be moved to a rehab facility in Centerburg as there are not any facilities in the area that are available. He will share Mr. Kiger’s address with Ms. Brown should anyone want to visit or send a card.

- New Business (none)

- General Correspondence Received (none)

- Calendar Review/Invitations Received

- a. Fairfield County TID Meeting – Thursday, May 24<sup>th</sup> at the Engineer’s Office – Loudan Klein will attend.

- FYI

- a. The jail population is 309, down 30 from this time last week.

- Issues Bin

- a. Obtaining information from ODNR

- b. Interest in County Owned Property

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The issues bin items will be removed as there are no actionable items for the Board of Commissioners. The topics can be brought to "old business" when there is an actionable item.

- Open Items

Mr. Slater stated that the Auditor's Property Search site was down and hoped to be back up later in the day. He will let everyone know of a timeline since this is a frequently visited site.

### JFS Fraud Update

The Commissioners met at 10:17 a.m. for a JFS Fraud Update. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jeff Porter, Aunie Cordle, Mary Jo Fox, Laura Holton, Rick Szabrak, Todd McCullough, Tony Vogel, Jeremiah Upp, Dennis Keller, Lt. Churchill, Jim Bahnsen, Josh Messerly, David Uhl, Anna Tobin, Eric McCrady, Mary Beth Lane, Jeff Barron, Jeff Fix, Kyle Witt, Loudan Klein, Donna Fox-Moore, Simon Welker, Bekah Montgomery, and Ken Oswalt.

Ms. Cordle introduced the staff in attendance.

Ms. Holton review the chart of SNAP (Supplemental Nutrition Assistance Program or "food assistance") claims and collections. Fairfield County is ranked 21<sup>st</sup> in caseload in the state, but 10<sup>th</sup> in incentives earned. She also reviewed the annual fraud collections from 2010 to the current year. Collections in 2018 are up 36%, as compared to collections of this time last year. The cooperation with the Prosecutor's Office plays a significant role in the success.

Ms. Fox stated that so far in 2018 they have earned \$58,000 in incentives. In 2016, they had 800 referrals, and in 2017 they had 700 referrals. Referrals are going down due to staff education, and caseworkers are doing a great job catching fraud as early as possible. She also reviewed what a typical case looks like from intake to investigation.

Mr. Davis asked if they should expect a drop off in cases in the coming years.

Ms. Holton replied that they are seeing the caseload go down, but they are still catching up from cases that are five years old. Roughly 0.05% of cases committee fraud. They do expect cases to level off, but not for a few years.

Mr. Davis stated the Board appreciated all their work.

Mr. Witt added that the offices had wonderful cooperation. He said the JFS team and Mr. Oswalt do a great job working together.

Ms. Cordle stated they want to protect the integrity of the programs and the trust of the taxpayers.

Mr. Levacy and Mr. Davis presented the proclamation to JFS and the Prosecutor's Office.

### Meeting with Meals on Wheels

The Commissioners met at 9:34 a.m. for a meeting with Meals on Wheels. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jeff Porter, Aunie Cordle, Rick Szabrak, Todd McCullough, Tony Vogel, Jeremiah Upp, Dennis Keller, Lt. Churchill, Jim Bahnsen, Josh Messerly, David Uhl, Anna Tobin, Eric McCrady, Mary Beth Lane, Jeff Barron, Jeff Fix, Kyle Witt, Loudan Klein, Sarah Clagg, and Donna Fox-Moore.

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Ms. Tobin introduced the board members in attendance (Mr. Corey Clark and Ms. Donna Fox-Moore) as well as Cindy Clagg. She presented the Meals on Wheels request to go on the November ballot with an issue to continue services. She reviewed the packet of information distributed to the Commissioners which included projections and the proposed levy language. They are asking for a renewal with a 3-mill increase. The current collection based on a \$100,000 valued home is \$14.23 a year. If passed, the new collection would be \$24.73 per year. This would bring in an additional, approximate \$1.8 million allowing for an allocation of \$91 per older adult. They need to pass this levy to keep pace with the growing population.

Mr. Davis asked how the last levy did last time it was on the ballot.

Mr. Clark replied that it won with 75% of the vote.

Mr. Davis asked if they had a fundraising campaign.

Mr. Clark replied that the fundraising committee had started with planning and marketing. They were doing outreach now and would increase efforts once election day neared. Their campaign committee is called the "Meals on Wheels Senior Levy Campaign."

Mr. Levacy stated he did a "ride a long" a few weeks ago and that Meals on Wheels needs more space. They are doing more than just delivering meals; they are also visiting and forming relationships with those in need.

Ms. Brown noted the current contract with the Commissioners goes through 2019 and will be revisited early next year.

Mr. Davis thanked everyone for their efforts and services.

**Executive Session – Personnel relating to Contract Negotiations**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss personnel relating to Contract Negotiations at 9:45 a.m.

Discussion: Commissioner Levacy stated that the following people be included in the executive session: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jeff Porter, Chief Lape, and Sheriff Phalen.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis and Dave Levacy

Absent: Mike Kiger

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 9:57 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis and Dave Levacy

Absent: Mike Kiger

**Review continued**

The Commissioners met at 9:57 a.m. to continue 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, and Jeff Porter.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, May 22, 2018 beginning at 10:13 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jeff Porter, Rick

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Szabrak, Tony Vogel, Corey Clark, Todd McCullough, Kyle Witt, Dennis Keller, Lt. Churchville, Aunie Cordle, Joshua Horacek, Amy Brown-Thompson, Jim Bahnsen, Jeff Barron, Josh Messerly, Jon Slater, Deputy Marvin, David Uhl, Jeff Fix, Mary Beth Lane, and Jeremiah Upp.

**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.

There were no public comments.

**Approval of Minutes for Tuesday, May 15, 2018 and Thursday, May 17, 2018**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, May 15, 2018 and Thursday, May 17, 2018 Regular Meetings.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

**Approval of the Commissioners Resolutions**

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

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|--------------|--|
| 2018-05.22.a | A resolution authorizing the approval of a proclamation recognizing May as Public Assistance Fraud Awareness Month; see resolution 2018-05.22.a.   |
| 2018-05.22.b | A resolution to authorize the establishment of a new fund, Appropriate from Unappropriated into a major expenditure object category, and Advance from the General Fund for the Lakes in Economic Distress Grant Program – Fairfield County Commissioners [Commissioners] |
| 2018-05.22.c | A resolution authorizing the approval of a proclamation. [Commissioners]   |
| 2018-05.22.d | A resolution authorizing the approval of a proclamation. [Commissioners]   |
| 2018-05.22.e | A resolution declaring it a necessity to levy a tax in excess of the ten-mill limitation for the benefit of Fairfield County and to approve ballot language for the November 6, 2018 ballot. [Commissioners]   |
| 2018-05.22.f | A resolution to accept a single county ditch petition on Ballard Lane in Walnut Township prior to the final determination and to document next steps for the matter. [Commissioners]   |
| 2018-05.22.g | A resolution authorizing the release of mortgage liens for assistance provided through the FY 2005 Community Housing Improvement Program (CHIP) for Tom and Darlene Knox [Community Action]  |

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

**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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| 2018-05.22.h | A Resolution to Approve the Contract Bid Award for the 2018 Crack Sealing Project. [Engineer]  |
| 2018-05.22.i | A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions 2/27/18 to 5/16/18 [Engineer] |
| 2018-05.22.j | A resolution to approve an Agreement with GPD Group, Inc. [Engineer]   |
| 2018-05.22.k | A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for Bentwood Farms [Engineer]  |
| 2018-05.22.l | A Resolution to Approve the Contract Bid Award for the 2018 Pavement Markings Project. [Engineer]  |

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

**Approval of the JFS Resolutions**

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

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| 2018-05.22.m | A resolution to authorize a vehicle lease agreement with Buckeye Toyota, Toyota Financial Services, for the purpose of Non-Emergency Transportation (NET) services [JFS] |
| 2018-05.22.n | A resolution regarding Network Placement and Related Services Agreement between House of New Hope, and the Child Protective Services Department [JFS]                    |
| 2018-05.22.o | A resolution regarding Network Placement and Related Services Agreement between Family Wellness Solutions, Child Protective Services Department [JFS]                    |

Discussion: Ms. Cordle stated she was proud of the finance team for getting resolution "m" together. This lease would be fully funded by Medicaid for non-emergency transportation.

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

**Approval of the Law Library Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Law Library resolution to approve the signing of a Memorandum of Understanding from the Statewide Consortium of County Law Library Resource Boards for the Fairfield County Law Library; see resolution 2018-05.22.p.

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

**Approval of the Major Crimes Unit Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Major Crimes Unit resolution to approve the transfer of unexpected fund balance in DLEF (2765) sub-fund 8104 to Federal Equitable (7619); see resolution 2018-05.22.q.

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

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

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

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|--------------|---|
| 2018-05.22.r | A resolution authorizing the approval of repayment of an advance to the General Fund (Fund 2503 Police Revolving). [Sheriff]    |
| 2018-05.22.s | A resolution authorizing the approval to extend the repayment date of an advance of funds – Fund #2812 14- Hope Grant [Sheriff] |
| 2018-05.22.t | A resolution approving an account to account transfer Fund 1001 [Sheriff]   |

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

**Approval of the Utilities Office Resolutions**

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

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| 2018-05.22.u | A resolution authorizing fund to fund transfers from the Sewer Fund #5044 to: #5469, #5533, #5554, #5555, #5776, #5817, #5823 Debt Service Payments for 2018 - Utilities [Utilities] |
| 2018-05.22.v | A resolution to appropriate from unappropriated in a major expenditure object category, and fund to fund transfer - Utilities Fund 5849 Allen Rd Debt Service [Utilities]            |
| 2018-05.22.w | A resolution authorizing fund to fund transfers from the Water Fund #5046 to: #5470, #5534, #5556, #5776, #5818, #5823, Debt Service Payments for 2018 - Utilities [Utilities]       |

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

**Approval of the Payment of Bills**

On the motion of Dave Levacy 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 2018-05.22.x.

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



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Commissioner Davis stated he was no longer able to attend the Sheriff's Banquet on Thursday but would extend his congratulations to Chief Perrigo at another time.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:07 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

The next Regular Meeting is scheduled for Tuesday, May 29, 2018 at 10:00 a.m.

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Motion by:

Seconded by:

that the May 22, 2018, minutes were approved by the following vote:

YEAS:

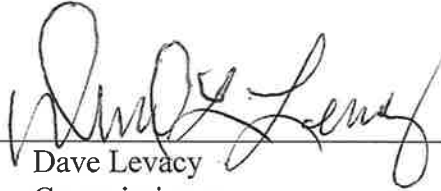
NAYS: None

ABSTENTIONS: None

\*Approved on May 29, 2018

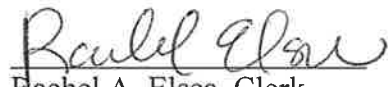


Steven A. Davis  
Commissioner



Dave Levacy  
Commissioner

Mike Kiger  
Commissioner



Rachel A. Elsea, Clerk