

**Regular Meeting #22 - 2016**  
**Fairfield County Commissioners' Office**  
**May 24, 2016**

**Review**

The Commissioners met at 9:01 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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Spencer Remoquillo, Chief Jerry Perrigo, Todd McCullough, Jon Kochis, Jason Dolin, James Mako, Jim Bahnsen, Dennis Keller, Ray Stemen, Tammy Drobina, Rick Szabrak, Ed Laramee, Aundrea Cordle, Jon Slater, David Miller, and David Uhl.

**Announcement**

Commissioner Levacy presented Human Resources Director Jeff Porter with an honor from the Ohio Senate for the remarkable accomplishment of Fairfield County being recognized as one of the area's safest employers. Mr. Porter thanked the county departments for their participation.

**A. Highlights of Resolutions**

Ms. Brown provided a summary of the resolutions presented for the voting agenda.

There was a resolution to extend the time for completion for required sidewalks for Storage One/Spring Creek. The sidewalks are part of a development agreement and more time is needed to complete them properly. The time was extended to August 31, 2016, in the proposed amendment.

There were resolutions to approve contracts and commencement for bridge replacement projects in Amanda and Bloom townships. There was a resolution to approve drawings for a County Engineer's bridge project in Greenfield Township on Rauch Road. There were also resolutions to approve contracts for the Winchester Road bridge replacement project and the Amanda Northern bridge replacement project.

There was a resolution to approve the TANF Summer Works contracts.

The Law Library proposed a memo of understanding regarding participation in the Statewide Consortium of County Law Library Resource Boards.

There were financial resolutions to approve, such as:

- Interest allocations for health insurance administration and for the Parks District;
- The creation of a new fund for WIOA;
- A CDBG draw and status report;
- Appropriations from unappropriated funds for the County Engineer, for liquid asphalt and resurfacing projects;
- Appropriations from unappropriated funds for the Utilities Department, in connect with debt payments;
- An account to account transfer to properly classify expenditures for the County Engineer;
- Fund to Fund transfers and relating to debt payments for the County Engineer; and
- The traditional bill list and/or "then and now" related approvals.

Also, you will recall that on February 19, 2014, Gail Ford (of Vorys, Sater, Seymore, and Pease) met with the Commissioners regarding Wilson, et at. V. Columbia Gas Transmission, LLC. Fairfield County ultimately joined a class action suit relating to property that is in the gas storage field area. After review with County Prosecutor on elements of form, there will soon be a settlement resolution proposed for approval.

**B. Administrative Approvals & Budget Update**

196

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

The review packet contained a list of administrative approvals for the week. Budget hearings are scheduled. We are now in Level 2 of the budgeting process for 2017. The deadline for Level 2 is June 22.

Level 2 in MUNIS, the Auditor's financial software is still not working properly. It has been 3 weeks since the IT Director has been working with Tyler Technologies to get it corrected. David Miller, Chief Deputy of Auditor Finance reported that the problem has been escalated to the highest level of priority.

Auditor Slater stated he would follow up this afternoon with the Commissioners' Office after getting a status update from Tyler Technologies.

Ms. Brown reported that on September 23, 2014, the Board of County Commissioners approved a resolution to target a minimum unassigned fund balance in the General Fund equal to no less than two months of General Fund revenues or expenditures. The minimum fund balance is to protect against cash flow shortfalls related to timing of project revenue receipts and to maintain a budget stabilization commitment. If the fund balance falls below the targeted range, the County will use the following budget strategies to replenish the unassigned fund balance within three years: reduce recurring expenditures to eliminate any structural deficit; increase revenue, pursue other funding sources; or some combination of the two prior options. Fund balance reserves are maintained to avoid interruption in operations, meet obligations, and minimize opportunity costs. Minimum unassigned fund balances will only be made available for extraordinary events as follows: major projects that are long-term in nature; temporary gap financing pending permanent financing and/or grant monies; disaster recovery; or potential service disruptions. The draft financial statements have been reviewed and there is no recommendation to make any changes to the policy at this time.

Further, Ms. Brown reported that she signed a letter requesting an extension for the CAFR submission to the State Auditor. The request was at the urging of Auditor Jon Slater, and the extension requested was for a deadline of June 3, 2016, as opposed to May 31, 2016. A copy of the request is attached. (See attached to minutes)

### **C. Jail and Public Safety Facility**

Ms. Brown reported that the project remains within budget. The most recent report from Granger was reviewed last week.

The nomenclature for the building was reviewed. There was good momentum surrounding the concept of "Fairfield County Sheriff's Office" in stone (at both entrances) with eye level (nice) signage at the entrances to designate Administrative Offices & Detective Bureau –and- Jail & Public Safety Facility, at the respective entrances.

The stone is more permanent, of course, and over time, if needed, the signage could be changed. This allows for consistency in what the building has been called over time (with no confusion) and also respects the concept of how public safety facility is a term connected broadly with safety services.

The most recent report on the jail population shows the population is 229.

Commissioner Davis asked Mr. Keller to provide a rendering or visual for the signage before final plans. Mr. Keller stated he would get the drawings and put them on Commissioner Davis' desk.

Mr. Keller reported that the project is comfortably on schedule. They are working on the 2<sup>nd</sup> floor, Area D. They are making good progress.

Commissioner Levacy stated that he is looking forward to the scheduled tour on Thursday.

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

Ms. Brown reported that the jail population was 229.

**D. Roundtable – May 26, 2016**

Ms. Brown stated that there is an elected official/department head meeting scheduled Thursday, May 26. An agenda for the meeting will be in the review packet. There will be a short regular meeting at 10 am following the roundtable meeting.

During the Roundtable meeting, the internet page for the support of Scott Zody's family will be announced.

Commissioner Levacy stated that he likes the collaboration that happens at the Roundtables.

**Bravo**

- Thank you to Marc Fishel, the HR Department, and everyone who attended the May 18th training. HR continues to host training throughout the year, and we want to encourage attendance.
- The Central Ohio Senior Citizens Hall of Fame Ceremony was held on Wednesday, May 18. Corey Clark from JFS escorted the Fairfield County inductees, Paul and Gwen Darfus. Thank you to Corey Clark for representing Fairfield County at this event. Thank you to the Paul and Gwen Darfus for their service.
- <http://www.co.fairfield.oh.us/COMMISH/Commissioner-History.html>

Please see the link above for the online history of those who have served as County Commissioner.

Thank you to Staci Knisley, Jon Kochis, and especially Rachel Elsea for their work in making this history available.

- Thanks to Christina Foster for preparing documents for the CDBG public bid openings that were held last week. Her proactive nature with CDBG is much appreciated.
- Bravo to the maintenance staff and JFS for their planning and production of the Foster Parent appreciation banquet at the EMA conference room.

**Old Business**

- Buckeye Lake State Park Dam

Commissioner Levacy reported that Phase 1 is starting to wrap up. He expects the State to announce the completion soon. Core testing is 75% completed. The original projected date of completion for Phase 1 was June 1<sup>st</sup>.

**New Business**

- *CDBG update*

James Mako from Regional Planning provided an update on the strategies for CDBG.

(See documents attached to minutes.)

198

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

Following the Community Development Implementation Strategy Meeting held in May, there are placeholders for the allocation program (\$193,000) and the neighborhood revitalization program.

Projects not placed for the allocation program this round will remain on the list for the next round. Stakeholders provided their input on readiness and priorities during two strategy meetings.

With the allocation program, Fairfield Beach paving; West Rushville and Rushville tornado sirens; Thurston water line improvements; and administrative fees are planned.

Walnut Township is the applicant for the neighborhood revitalization program, which is a competitive program. The area to benefit is Fairfield Beach, a census designated place. There are contingency plans in place. The competitive program is limited to \$500,000, and we are seeking that full amount. The deadline for the grant application is June 17.

There is a public hearing scheduled for June 7 at 6:30 p.m., prior to the Regional Planning Meeting. Ms. Brown reported that the plan is to propose a resolution for the Commissioner to approve directly following the June 7 public hearing.

### **General Correspondence**

Ms. Brown reported that a letter of intent from Prime Retail Advisors was received, indicating King-Knowles, LLC, was interested in purchasing our Baldwin property. The amount proposed is below our purchase price plus environmental studies, and we are therefore, not particularly drawn to selling. We do not have the property for sale.

Commissioner Davis stated that he is concerned with not knowing the buyer and with not knowing the buyer's intent. Selling the property is not as simple as selling it for what the county has in it. The return on investment (ROI) has a huge factor for the price for sale. Before he would consider the letter, he would like to have an understanding of the interested party's full legal name and intent for the property.

### **Invitations/Calendar**

Ms. Brown reported that we received a graduation celebration invitation for Shawn Sorrell. We will prepare a note of congratulations.

### **FYI**

Ms. Brown reported that we received a notice of a public hearing in Pickerington for the final plat of Wellington Park Section 1. The Utilities Office and Regional Planning Office already have copies of the notice.

### **Issues Bin (none)**

### **Open Items (none)**

### **Executive Session to discuss Personnel in accordance with ORC 121.22 G 1 for the purposes of compensation and/or discipline**

On the motion of Steve Davis and second of Mike Kiger, the Board voted to enter into Executive Session to discuss Personnel in accordance with ORC 121.22 G 1 for the purposes of compensation and/or discipline at 9:33 a.m.

Discussion: Commissioner Davis stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Assistant Prosecutor Jason Dolin, Prosecutor Gregg Marx, Staci Knisley, and Jeff Porter.

Roll call on the motion as follows:

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

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

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to exit Executive Session at 9:58 a.m.

Roll call on the motion as follows:

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

**Recess**

Commissioner Levacy stated at 9:59 a.m. that 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, May 24, 2016 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Spencer Remoquillo, Josh Horacek, Michael Kaper, David Miller, Tammy Drobina, Ed Laramée, Rick Szabrak, Loudan Klein, Jon Slater, Jr., Mary Beth Lane, David Uhl, Jeremiah Upp, Jon Kochis, Aundrea Cordle, Dennis Keller, Ray Stemen, Jason Dolin, Jim Bahnsen, Todd McCullough, Jeff Porter, and Christina Foster.

**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 comments.

**Approval of Minutes for Tuesday, May 17, 2016**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, May 17, 2016.

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Office Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners Office resolution:

2016-05.24.a            A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321[Commissioners]

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Office Resolutions**

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners Office resolutions:

- 2016-05.24.b      A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2016-05.24.c      A resolution authorizing the approval of a request for payment and status of funds report – FY2014 CDBG Funds – Drawdown for \$37,106 [Commissioners]

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

**Approval of the Economic Development Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Economic Development resolution to approve the establishment of a new fund for the Workforce Innovation Opportunity Act Area 20/21 activities; see resolution 2016-05.24.d.

Discussion: Director Rick Szabrak stated that the resolution allows for a funding structure for the WIOA Area, for which Fairfield County will be the fiscal agent beginning in July.

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

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

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

- 2016-05.24.e      A Resolution to Approve the Contract with BUD's, Inc. for the BLO-08,FAI-CR23-3.86 Winchester Road Bridge Replacement Project. [Engineer]
- 2016-05.24.f      A Resolution to Approve the Notice to Commence for the BLO-08 Bridge Replacement [Engineer]
- 2016-05.24.g      A Resolution to Approve the Contract with BUD's, Inc. for the AMA-11,FAI-CR16-2.878 Amanda-Northern Road over Muddy Prairee Run Bridge Replacement Project. [Engineer]
- 2016-05.24.h      A Resolution to Approve the Notice to Commence for the AMA-11 Bridge Replacement [Engineer]
- 2016-05.24.i      A Resolution to Approve the Construction Drawings for the GRE-38,FAI-TR279-0.363 Rauch Road Bridge Replacement Project. [Engineer]
- 2016-05.24.j      A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for equipment repairs [Engineer]
- 2016-05.24.k      A resolution authorizing a fund to fund transfer. [Engineer]
- 2016-05.24.l      A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2362-Levy for purchasing of liquid asphalt and 2016 resurfacing [Engineer]

**Regular Meeting #22 - 2016  
Fairfield County Commissioners' Office  
May 24, 2016**

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

**Approval of the JFS Resolutions**

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

2016-05.24.m        A resolution regarding a Purchase of Service Contract between Business System Solutions, Inc., and Job & Family Services [JFS]

2016-05.24.n        A resolution regarding a Purchase of Service Contract between Community Action program Commission of the Lancaster-Fairfield County Area and Job & Family Services [JFS]

Discussion: Director Aundrea Cordle stated that the two resolutions presented are related to the Summer TANF program. She reported appreciation to the partners of the program.

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

**Approval of the Law Library Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Law Library resolution:

2016-05.24.o        A 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 [Law Library]

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

**Approval of the Regional Planning Commission Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Regional Planning Commission resolution:

2016-05.24.p        A resolution to approve an extension to the time frame for completing the required sidewalks for the Storage One/Spring Creek Business Complex Subdivision per the Development Agreement executed on October 28, 2014 by and between the Board of Commissioners and Storage One [Regional Planning]

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

**Approval of the Utilities Office Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Utilities Office resolution:

2016-05.24.q        A resolution to appropriate from unappropriated in an expenditure object category for Utilities Bond Funds 5817, 5818, & 5823 [Utilities]

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

**Regular Meeting #22 - 2016**  
**Fairfield County Commissioners' Office**  
**May 24, 2016**

202

**Approval of Payment of Bills Resolutions**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Payment of Bills resolution:

- 2016-05.24.r      A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]
- 2016-05.24.s      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]

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

Ms. Knisley announced that the next Regular Meeting is scheduled for Thursday, May 26, 2016, at 10:00 a.m.

**Adjournment**

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



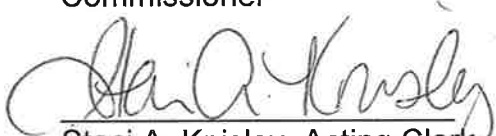
Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Steve Davis, and Dave Levacy

The next regular meeting for the Board of Commissioners is scheduled for Thursday, May 26, 2016, at 10:00 a.m.

Motion by:                                  Seconded by:  
  
that the May 24, 2016, minutes were approved by the following vote:

YEAS:    NAYS: None  
ABSTENTIONS: None

\*Approved on May 26, 2016

 <u>Steven A. Davis</u> Commissioner	Absent <hr style="border: 0; border-top: 1px solid black;"/> Dave Levacy Commissioner	 <hr style="border: 0; border-top: 1px solid black;"/> Mike Kiger Commissioner
 <u>Staci A. Knisley</u> , Acting Clerk		