

Regular Meeting #22- 2019
Fairfield County Commissioners' Office
June 4, 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, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jeremiah Upp, Jim Bahnsen, Jeff Barron, Jake Tharp, Chief Lape, Lisa Notestone, Dennis Keller, Amy Brown-Thompson, Rick Szabrak, Todd McCullough, Dave Burgei, David Miller, Ed Laramée, Jon Kochis, Brett Riffle, and Jane Hanley.

- Welcome
- Legal Update

With respect to the Joint Board for the road vacation at the Hocking County line, there are minutes to approve during the voting meeting.

From a review of the ORC, the County Prosecutor advised: "The board of county commissioners of the county having the greatest population of any of the interested counties participating in the proposed improvement shall keep a full and accurate record of the proceedings. At the conclusion of the proceedings, it shall certify a copy thereof to each county interested, to be placed upon the proper road record of such county."

- Administration and Budget Update/Carri's List

a. Announcements

June 11 – Wear Purple for APS Awareness

June 18 – Time with the Commission at the Sheriff's Office

b. Highlights of Resolutions

Dr. Brown highlighted 16 resolutions for the voting meeting.

We proposed a resolution authorizing agreement for engineering services for the Greenfield waterline interconnect project, a planned project.

JFS proposed a contract for protective placement in network.

The Sheriff proposed a resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Lancaster Board of Education (for Lancaster High School).

The Engineer proposed approval of the process to reduce the speed limit on Pickerington Road beginning at Stemen Road and ending at Refugee Road to 50 mph from 55 mph. The action to be approved was by virtue of the provisions of Section 4511.21, Revised Code of Ohio, to request the Director of Transportation to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Pickerington Road (CR20) beginning at Stemen Road and ending at Refugee Road, Violet Township in Fairfield County.

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

- Authorization of a release of liens relating to CHIP assistance as per grant terms and conditions;
- A grant program contract for the Airport with ODOT;
- 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 February 15, 2019 through March 15, 2019;

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- Appropriations for JFS funds and the County Engineer funds (three resolutions);
- The repayment of an advance by the MCU;
- A new advance for an OEPA grant and an advance for CDBG;
- A CDBG/NRG draw;
- The payment of bills (two resolutions).

Presently, there are multiple resolutions in queue.

In queue, but not on the voting agenda, was a contract proposed by JFS with BSSI for the purpose, defined by the Workforce Innovation and Opportunity Act and Comprehensive Case Management and Employment Program, to provide high quality services for youth and young adults beginning with career exploration and guidance, continued support for educational attainment, opportunities for skills training in in-demand industries and occupations, and culminating with a good job along a career pathway or enrollment in post-secondary education to eligible youth ages 14 to 24. Also, in queue from JFS were additional contracts for protective placement in network.

In queue from the Sheriff, there was approval for a new credit card to be used for authorized purposes, focused on lodging, by limited members of the Sheriff's Office. Chief Lape and Elisa Dowdy attended training with the Dr. Brown regarding the use of a credit card, and the resolution for the approval of the credit card, when it is placed on the voting agenda, will be recommended for approval.

In queue for FCFACF, there were several grant and collaboration related agreements.

For June 11, we are preparing the resolutions to support the Live the Code document and the acknowledgement of full MORPC membership as of January 1, 2020, which will allow time for planning for budgets and for a representation standpoint.

c. Administrative Approvals, Program, & Budget Update

Administrative Update

Administrative Approvals

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

In the administrative approvals, there was an approval for services with Accord relating to Affordable Care Act reporting, as previously discussed. The reporting was submitted on May 30th to the IRS. We will regroup to glean any lessons learned from that process and will plan for 2020 reporting. We will report again on this matter. We will also likely seek a credit or refund from Tyler Technologies.

Letter of Collaboration for Municipal Court

Dr. Brown provided a letter of collaboration for the Municipal Court led Community Services grant funded program. The letter was in the review packet.

Idea Box Submission

The ninth idea was provided in the electronic idea box, and a response was made. It will be included in June monthly update to all.

Summary of Idea 9: The idea was to have food truck placed in an area near the Hall of Justice and the Administrative Courthouse. The employee noted how some people would really appreciate that.

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Summary of Response: Thank you for your idea! JFS has arranged for food trucks to be placed at the Government Services Building during certain times, and that arrangement is shared by email as all are welcome. The lot at the Government Services Building is large enough and arranged in a way that facilitates this.

We have explored the use of food trucks in the smaller lots near the Hall of Justice. However, the size of the lots between the Hall of Justice and the Administrative Courthouse and by the Hall of Justice does not accommodate an arrangement like what occurs at the Government Services Building. For example, the accessible parking spots in the small lot need to remain accessible. Other county lot spaces in this area pose similar safety or service problems. In addition, the lots across the street at Main Street are under construction. Next year, we can review the idea again at the spaces across the street.

We are also now checking to see if the St. Mary lot might be available for occasional use. The construction going on at this time might limit that option. If we can arrange for a food truck in a related area, such as at St. Mary, we will send email about that option.

Please note: There will be occasional special events on the Administrative Courthouse lawn, such as a United Way related cook-out.

Also, we have prepared a list of restaurants which deliver to the Hall of Justice and Administrative Courthouse in case employees would want to use that option for food to enjoy in a break room or at the picnic tables. (That list was provided to the employee with the idea and will be attached to the monthly summary of ideas. There are also refrigerators in all employee buildings.)

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. There will be an administrative review of budget matters relative to these variables.

Level 2 data entry for the county budget ends on June 18.

There are 27 pays in 2020, which means there is a timing issue which will result in an increase of more than \$743,000 in the 2020 general fund budget; all county funds will experience this variable.

The 2018 year-end GAAP unassigned cash balance for the general fund fell short of targets mostly due to the encumbrance of the election equipment. We will continue to monitor, and we know the election equipment was a one-time occurrence. The policy is a planning tool; in addition, we are aware state budget items relating to indigent defense will impact this number.

Also, we continue to work with state advocates and association staff to promote county interests with the state budget, such as the reimbursement of defense attorney fees.

In some counties, there is growing discussion about payment for the attorneys, along with the ability to attract counsel.

In Fairfield, we have been able to attract appropriate (and experienced) counsel. Payment is typically \$40/hour out of court and \$50/hour in court, with a cap of \$750 per case.

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Some counties use employees and some use contracted services for public defenders.

One option the Senate might like is to add to the funding in the budget for the state to take on the capital cases directly, without having reimbursement to the counties. Increases to the rates paid impact the percentage of the reimbursement if there is not additional funding provided by the Senate to accommodate the increase in rates.

We expect the Senate to pass its version of the state budget soon, with the omnibus version within the next week or so.

Commissioner Davis commented that he hoped the Senate would be sensible in any legislation relating to a requirement relating to attorney reimbursement rates because not every county is experiencing this in the same way.

Targeting Community Alternative to Prison Grant Application

Dr. Brown submitted a new Targeting Community Alternatives to Prison proposal was made to the Ohio Department of Rehabilitation and Correction. The response from ODRC is expected mid-June. Services supported by the grant are for a new court bond officer, a reentry specialist, mental health providers, and counselors. The grant, if approved, will also support drug testing, substance abuse assessments, wrap around services, and equipment.

The grant period is July 1, 2019, through June 30, 2021. The application was for \$723,952, and all funds awarded need to be spent by June 30, 2022.
Hunters Run Conservancy District Support

Dr. Brown talked with Magistrate Boone of the Common Pleas Court about reducing appropriations in electronic monitoring for a transfer to support the Hunters Run Conservancy District, presided over by Judge Trimmer. \$65,000 is needed for 2019 services for the county to contract on behalf of the District, similarly to how the County has contracted on behalf of the District in the past.

The City of Lancaster has provided verbal encouragement that it intends to share in the expense by reimbursing the county 50% of the services contracted; formal review by the City of Lancaster is forthcoming.

This action will get the District through this year, and a new proposal for their major needs of the future can then be evaluated. For this matter, an administrative meeting is scheduled June 10, 2019.

The recommendation is to proceed with the immediate need (contracting on behalf of the District for the \$65K and pursuing a MOU, including participation with the City of Lancaster), given appropriations are available for this effort.

Simultaneously, a more in-depth review will be conducted and a presentation for the long-term need will be provided to the Board of Commissioners (as well as the City of Lancaster).

From a general understanding, we believe the City and the County were involved in the original creation of the HRCD. At present, neither have a legal obligation to provide resources, but because of practical matters (the dams and cistrict properties need to be sound and maintained for public safety), the two entities are supporting the HRCD in the District's time of crisis, looking at short term needs first and then helping with longer term approaches.

More information and a legal opinion will be forthcoming.

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Data Board Meeting Update/Records Center Work Group

At the May 30th Data Board meeting, Dr. Brown updated everyone on the status of the work group for the Records Center, which is now shifting its focus from the building to the operations of the Records Center. This was discussed during the Leadership Conference, and it was presented at the Data Board meeting, too, in case there was anyone who wanted to join the group now consisting of Carri Brown, Branden Meyer, Mark Conrad, and Dennis Keller.

In addition, Dr. Brown reminded everyone to provide information about their space needed at the Records Center in terms of boxes to be kept for more than 2 years but not permanently, boxes to be kept permanently, and journals, as described in multiple emails. The original deadline was the end of April and that was extended to the end of May to allow people more time. We will be sending out information about labeling and boxes in June after reviewing the responses from department leaders.

We are centralizing the costs of the boxes and labels and not charging departments for the 2019 purchase.

NACO Conference

Only Commissioner Davis is scheduled to attend, and all forms are in order.

d. BRAVOs

Bravo to Chief Lape and Lt. Hodder for their leadership in conducting the invitation to bid process for the purchase of a new body scanner at the county jail.

Thanks to Rick Szabrak, Economic and Workforce Development Director, for his community outreach.

- Old Business

- a. MCJDC connections – rightsizing the contribution

Mr. Davis reminded everyone there are three meetings scheduled for June 12, June 19, and July 19. They hope to have a budget proposal for the July 19th joint board meeting.

We received email notification from Judge Vandervoort of the reappointment of Bruce Simons to the Board of Trustees for MCJDC.

- New Business

- a. DD Board Member Vacancy

The Fairfield County Board of County Commissioners is accepting resumes and applications for a vacancy on the Fairfield County Board of Developmental Disabilities.

The Fairfield County Board of Developmental Disabilities mission is to bring about a vibrant community where people lead fulfilling lives and make meaningful contributions. Information about the Fairfield County Board of Developmental Disabilities is found here:

<http://www.fairfieldddd.com/>

The County Commissioners are seeking applicants of qualified, passionate adults who are eligible for DD services or are an immediate family member of an individual eligible for adult DD services.

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DD Board member positions are volunteer positions, and the County Commissioners are seeking dedicated, qualified applicants to begin serving immediately, for a term to expire December 31, 2022.

Board and committee meetings are scheduled by DD Board. Regular attendance and a commitment to furthering critical projects are required.

All interested parties are encouraged to apply, and each application will be thoughtfully considered.

Here is a link to the application: <https://www.co.fairfield.oh.us/>

Please submit resumes and a completed application to Rachel Elsea electronically at Rachel.Elsea@fairfieldcountyohio.gov on or before 4:00 p.m. on June 26, 2019.

We have issued a press release and will advertise.

- General Correspondence Received

- a. Notice from Engineer's Office re: Drainage Maintenance District for Greenfield Estates

We were copied on correspondence relating to a Ditch Maintenance Fund for Greenfield Estates, and there is an administrative meeting on June 24th to review this matter.

- b. RPC Packet for June 4

- Calendar Review/Invitations Received

- a. Lancaster-Fairfield Chamber Café Series – Update on Buckeye Lake Region Corporation Initiative – Wednesday, June 5th at 11:30 a.m. at the Ale House
- b. 7th Annual VA Community Mental Health Summer – Friday, August 9th at the Chillicothe VA

- FYI

- a. Jail Population – 292
- b. Luke Bryan Farm Tour 2019 in Pleasantville – September 28
- c. Lancaster Festival update scheduled for June 11th
- d. Pickerington Senior Center June 2019 Newsletter

- Open Items

- a. Mr. Davis thanked the County for hosting the Lancaster High School baseball banquet at the Liberty Center next Tuesday.
- b. Mr. Keller reported the Lincoln Avenue demolition was almost complete and would be done in the next few days. Today they are seeding.

Board of Elections Update

The Commissioners met at 9:24 a.m. for an update from the Board of Elections. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jeremiah Upp, Jim Bahnsen, Jeff Barron, Jake Tharp, Chief Lape, Lisa Notestone, Dennis Keller, Amy

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Brown-Thompson, Rick Szabrak, Todd McCullough, Dave Burgei, David Miller, Ed Laramée, Jon Kochis, Brett Riffle, and Jane Hanley.

Ms. Hanley reported the first election with the new equipment went well. There were some constraints with moving the equipment due to the new booths. They will fix this by the next election. They hope to add additional storage for the week prior to the election. They have purchased two new storage units for the booths. These units are outside of the Liberty Center. They will meet with Mr. Keller regarding storage and safety.

Mr. Keller added they are trying to accommodate storage at their current location instead of adding a remote location.

Ms. Hanley stated they would also address the secure entrance and exits to their areas when meeting with Mr. Keller.

Dr. Brown noted the issues were not just space related, but also operational. She asked when the county would be paying Dominion.

Ms. Hanley replied she told Ms. Knisley a month ago they still did not have an invoice from Dominion. Dominion did have a question regarding the split billing with the state. The state has not received invoices from Dominion for Fairfield or for any of the other counties that purchased new machines (from Dominion or ES&S).

Mr. Davis stated he voted on election day this year (opposed to absentee) and was surprised there were so many more poll workers than voters.

Ms. Hanley replied that the ORC required each precinct to have four poll workers (two democrat and two republican). Senate Bill 22 which is currently pending would allow for a decrease in poll workers but would also add a second early voting location for Fairfield County.

Ms. Hanley thanked the county employees who helped on election day.

Dr. Brown asked if the Board of Elections would be following the budget parameters for 2020.

Ms. Hanley replied that they would.

Mr. Bahnsen asked what the current filing deadline was for the 2020 primary.

Ms. Hanley replied they are currently November 10, 2019. They are not sure how this will affect those filing to run if the election date is pushed back. They hope to have an answer by the Summer Conference, the week of June 17th.

Commissioner Levacy stated at 9:39 a.m. 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, June 4, 2019 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Dennis Keller, Amy Brown-Thompson, Jon Kochis, Rick Szabrak, Todd McCullough, Chief Lape, Jim Bahnsen, Jeff Barron, Ed Laramée, Jake Tharp, Jon Slater, and David Miller.

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.

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Ms. Elsea reminded everyone of the Soil and Water Lunch and Learn at 11:30 a.m.

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 the Fairfield-Hocking Joint Board of Commissioners Minutes for Tuesday, May 14, 2019

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, May 14, 2019 Fairfield-Hocking Joint Board of Commissioners Meeting Minutes.

Roll call vote of the motion resulted as follows:

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

Approval of Minutes for Tuesday, May 28, 2019

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, May 28, 2019 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix and Steve Davis

Abstaining: Dave Levacy

Approval of the Commissioners' Resolutions

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

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|--------------|---|
| 2019-06.04.a | A resolution authorizing the approval of a request for payment and status of funds report for the FY2018 CDBG Allocation & NRG - \$ 12,000 – Fairfield County Commissioners [Commissioners] |
| 2019-06.04.b | A resolution authorizing the approval of an advance from the General Fund to the FY2018 CDBG Allocation & NRG Fund # 2788, Subfund# 8205 – Fairfield County Commissioners [Commissioners] |
| 2019-06.04.c | A resolution authorizing the approval of an advance from the General Fund to Ohio EPA/Community Development Grant FY2018 Fund# 2807, Subfund# 8193 – Fairfield County Commissioners [Commissioners] |
| 2019-06.04.d | 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 February 15, 2019 through March 15, 2019 [Commissioners] |
| 2019-06.04.e | Approval of a resolution authorizing the release of mortgage liens for assistance provided through the FY 2008 Community Housing Improvement Program (CHIP) for Carla Pomeroy [Community Action] |
| 2019-06.04.f | Approval of Fiscal Year (FY) 2019 Ohio Airport Grant program contract between the Ohio Department of Transportation (ODOT) and the Fairfield County Airport Authority & Fairfield County Commissioners [Commissioners] |

Discussion: Dr. Brown thanked Ms. Brown-Thompson for her quick review of the ODOT grant made jointly to the Airport Board and County Commissioners.

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Roll call vote of the motion resulted as follows:

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

Approval of the Engineer's Office Resolutions

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

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|--------------|---|
| 2019-06.04.g | A resolution to revise prima facie speed limit for Pickerington Road (CR20) [Engineer] |
| 2019-06.04.h | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for supplies and repairs [Engineer] |
| 2019-06.04.i | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for surveying equipment and new copier [Engineer] |

Roll call vote of the motion resulted as follows:

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

Approval of the JFS Resolutions

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

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| 2019-06.04.j | A resolution regarding Network Placement and Related Services Agreement between Dimensional Phases Group Home and Job and Family Services, Child Protective Services Department [JFS] |
| 2019-06.04.k | A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2843, Ohio START Program, Fairfield County Job & Family Services [JFS] |

Roll call vote of the motion resulted as follows:

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

Approval of Major Crimes Unit Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Major Crimes Unit resolution authorizing the approval of repayment of an advance to Project Income fund 7594; see resolution 2019-06.04.l.

Roll call vote of the motion resulted as follows:

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

Approval of Sheriff's Offices Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Sheriff's Office resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Lancaster Board of Education; see resolution 2019-06.04.m.

Roll call vote of the motion resulted as follows:

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

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Approval of the Utilities Office Resolution

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Utilities Office resolution authorizing an agreement for engineering services for the Greenfield Waterline Interconnect Project; see resolution 2019-06.04.n.

Roll call vote of the motion resulted as follows:

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

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| 2019-06.04.o | A resolution to approve the payment of vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance] |
| 2019-06.04.p | 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: Jeff Fix, Steve Davis, and Dave Levacy

At 10:04 a.m. Commissioner Davis stated the Commission would be in recess until the 10:30 a.m. Picktown Palooza update.

Picktown Palooza Update

The Commissioners met at 9:20 a.m. for an update from Chris Stein with the Picktown Palooza. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Dennis Keller, Rick Szabrak, Jon Slater, Chris Stein, David Miller, and Jon Kochis.

Mr. Stein distributed a synopsis of the Picktown Palooza which is in its third year under his leadership. This year the event will be from July 11-13. The biggest change for the event was how they are holding the event for three days instead of four days. All participants felt this was more manageable, and it also allows for national entertainment on all three days. There will not be carnival rides, but instead they will have kid activities, inflatables, and interactive games. Other scheduled events will remain the same. Tickets will be \$5 a day or \$10 for three days. They expect over 20,000 attendees due to the entertainment. They are advertising through radio, television, and social media.

Mr. Szabrak asked if they were still profitable on sponsorships alone.

Mr. Stein replied they budget to have the sponsorship dollars cover all the costs and do not plan on ticket sales in their budgets.

Mr. Szabrak asked about the local business reactions.

Mr. Stein replied that Combustion Brewery posts "No Palooza Parking" signs but is happy with the extra traffic they receive. They are trying to get Combustion involved more. They are also encouraging the retail business on Columbus Street to remain open instead of closing.

Mr. Szabrak added that Mr. Stein has allowed him to review the financial records each year, and the current outlook is positive.

Mr. Stein stated they received a \$10,000 grant from the Fairfield Foundation for items they will be able to reuse every year. He will be announcing this grant in a press release this week.

