

**Regular Meeting #26 - 2020**  
**Fairfield County Commissioners' Office**  
**June 16, 2020**

**Review**

The Commissioners met at 9:00 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, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Amy Brown-Thompson, Tom Lininger, James Mako, Jon Kochis, Loudan Klein, Paige Herron, Chief Lape Joining via teleconference were Jeff Porter, Larry Hanna. Aunie Cordle, Tony Vogel, Tiffany Nash, and Jeff Barron.

- COVID-19 Update

Mr. Kochis provided an update on the COVID response. This is the first weekend the hospital and health department did not keep updating numbers. Over the weekend, the numbers of deaths increased by 5. There were 20-30 new cases over the weekend as well. Our county is still averaging over 100 tests a day. This will be harder to track as private providers are now offering testing. Everyone can now get a test. FMC is still asking for a doctor's order, but private profit clinics may not require a doctor's order.

Mr. Davis asked about the PPE that was at the EMA offices.

Mr. Kochis replied what they have on hand (gowns, isolations masks, gloves, N95) is what they will disperse this week. They disperse to over 100 organizations. These supplies are coming from the federal level. While it appears they are over supplied, that is only true for certain supplies, such as paper masks. Everything else is needed. They are also stockpiling in anticipation of schools opening in the fall.

Mr. Fix asked if there has been a significant bump in the number of active cases.

Mr. Kochis replied he does not think it is significant in terms of the averages. The cases are being found in the long-term facilities. He added that drivers' exams open today, and casinos open on June 19<sup>th</sup>. He thinks everything is now open for the new normal.

Dr. Brown mentioned that Ohio ranks 7<sup>th</sup> in population and about 19<sup>th</sup> in COVID-19 deaths, and this statistic indicates that at least in part the actions of Ohioans have helped. Mr. Kochis stated that he believes Ohio will serve as an example on how to handle to virus.

Mr. Hanna stated last week the contact tracers were monitoring 106 cases, and today they are monitoring 80 cases. They have three people hired for tracing and will be adding a supervisor. This should make them fully staffed for any surges in the future. He assumes that companies will charge a copay for a COVID testing.

Mr. Davis stated he understands the numbers seem to be trending reasonably well with the exception of the death count and asked if there is any information they can have as to why that occurred.

Ms. Nash responded that there is always a time lag in the reporting of deaths. Four of the deaths were in the jurisdiction of the Fairfield County Department of Health and the other five were are under the jurisdiction of Franklin County. Four of the deaths were in a nursing home outside of Fairfield County Department of Health's jurisdiction. All four cases did have comorbidity.

Mr. Davis asked for information included on the death certificate and if there was a review of the stated cause of death.

Ms. Nash replied that she does not believe there is a second review, but they do review the certificates.

Mr. Davis asked if there is a way to get the information as to the cause for death.

Ms. Nash replied they would see what information they could find.

**Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020**

Ms. Nash provided information on their work with the schools to make sure schools are safe for opening this fall. They are working together to make sure the schools and students are safe.

Mr. Davis offered the Commissions' assistance wherever needed.

Dr. Brown asked if the Health Department received everything they needed from the state to fund the contact tracing effort.

Mr. Hanna replied that they got the first round of funding, and they understand the Controlling Board is supposed to meet in early July to secure the funding through the end of the year. He stated the Health Department did not need anything more for this purpose.

Chief Lape provided an update on the antibody tests. Additional antibody tests were conducted on June 11<sup>th</sup>. There is a make-up session planned for June 25<sup>th</sup> at 3 pm. About 128 employees were tested, and there have been no positive results for antibodies.

Court personnel joined the Sheriff's Office for the testing on June 11<sup>th</sup>.

Chief Lape discussed the protocols the Sheriff's Office has taken to quarantine those who had been showing symptoms. They are nearing a point where they are not able to maintain the quarantine due to the increased population. The numbers of inmates coming from adult probation is steadily increasing.

Mr. Fix asked if the antibody testing results made it unnecessary to open the testing to other employees.

Mr. Davis replied there is another testing date. Current testing is entirely grant funded. We now have access to additional diagnostic testing, too. We will continue to monitor, as the testing is relevant for a point in time.

Chief Lape added that he thinks this could be helpful again down the road should there be a surge of cases.

Dr. Brown commended Chief Lape and the Sheriff's Office staff for the significant and specific procedures they have taken in monitoring inmates and taking precautionary measures for safety. She also reminded everyone there is a second grant that includes potential funding for antibody testing that could be changed to diagnostic testing, perhaps.

- Welcome
- Legal Update

Ms. Brown-Thompson did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements & Date Reminders

*Congratulations to Mr. Klein and Mr. Mako*

Dr. Brown thanked Mr. Klein for his work as RPC Director as today was his last meeting. She also congratulated Mr. Mako for his new role as his transitions into the Director position.

Mr. Klein thanked the Commissioners for the opportunity to work in Fairfield County for the past six years.

**Regular Meeting #26 - 2020**  
**Fairfield County Commissioners' Office**  
**June 16, 2020**

Mr. Davis thanked Mr. Klein for his service and wished him well in his new position.

*Asking a Question or Providing a Comment Virtually*

Anyone can email or text a question anytime:

[Carri.Brown@FairfieldCountyOhio.gov](mailto:Carri.Brown@FairfieldCountyOhio.gov)

(740) 777-8552

Date Reminders and Calendar Review

- June 30<sup>th</sup> – Commission meetings resume in the Commissioners Hearing Room - Virtual options will remain.
- July 3 – Independence Day observed

b. Highlights of Resolutions

Dr. Brown highlighted 17 resolutions for the voting meeting.

The County Engineer proposed approval of the contract bid award for the FAI-CR18/20/31 Resurfacing Project, as well as crack sealing and pavement marking contracts, following competitive processes.

RPC proposed approval of a change order for the Village of Sugar Grove FY2018 CDBG Wastewater Treatment Plant Improvements Project.

We had three resolutions proposed for protective placement in network for Child Protective Services of JFS.

There were *financial and grant related resolutions* to approve, such as:

- A resolution for approval and a signature of Fairfield County Commissioner David Levacy on the CFLP Solid Waste District Recycling Services Contract for the 2nd Quarter 2020 budget revision;
- An account to account transfer of appropriations for the Commissioners;
- Appropriations for Juvenile Court and Engineer's Office (five resolutions);
- Transfers to close out the Records/Asset fund; and
- Resolutions to create new funds relating to CARES Act funds from the state.

In queue, there were resolutions for child protective services for protective placement in network.

There were also financial resolutions at various stages of progress, such as a resolution to support the County Sheriff with overtime needs.

c. Administrative Approvals, Program, & Budget Update

Administrative Approvals and Update

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

Budget Update

The deadline for Level 2 was June 16, but we gave another day to help with processing. Budget guidance has been provided. We have had cooperation with the hiring freeze, and we have approved posting for essential positions, especially as they relate to pandemic needs. We have had cooperation with the wage freeze.

**Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020**

In multiple ways, we continue to advocate for state and federal support. We are reviewing the technical aspects relating to CARES Act funding, passed by the State General Assembly. We sent thank you emails to Rep. LaRe, Sen. Schaffer, and CCAO.

Non-auto sales tax for April 2020 retail sales for Fairfield County was \$1.2 M, or 15% below non-auto sales tax for April 2019. A 50% reduction was projected, and we will continue to monitor the sales tax revenues. We also know that casinos are opening at 25% capacity. Our estimates have not been adjusted for any revenue in this regard. We will monitor that, too.

For six months of the year 2020, we have receipted sales tax of \$11,095,945, or \$168,591 above the adjusted projection.

Conveyance fees are on track with projections. With conveyance fees we have adjusted our planning tool to match our current receipts.

The estimated loss with casino fees will be lower than anticipated based on the casinos being open now at 25% capacity, and we did not anticipate they would be open during the Summer. We will monitor this to learn more about projections for 2021.

Formal amendments to 2020 revenue estimates are not required. Also relating to the county general fund, we previously reported we have received about \$164K more in attorney fee reimbursements in the calendar year of 2020 through May, as compared to the calendar year of 2019 through May, which is helpful. We do expect the attorney fee reimbursements to be reduced, but we do not know how much and when it will be reduced (as far as percentage of reimbursement, which is now at 85%). And with this review, the state was behind on its reimbursements. There were some timing differences, too.

With no change in the reimbursement rate, the calendar year would track an increase in reimbursements of about \$664K. On June 12, 2020, we received reimbursements of \$147K for March services. This is still at 85% reimbursement.

d. BRAVOs

Bravo to Probate Court for creating a digital process for the issuance of marriage licenses. May 2020 marriage licenses issued were on track with the prior year. Effective May 2020, the Probate Team implemented a virtual license issuance process which has allowed the Court to continue to meet public needs while ensuring compliance with COVID-19 precautions. All marriage licenses issued in May were completed using Zoom. The process will remain available going forward.

Bravo to HR for creating a webinar (taped for convenience) for performance assessment training. Performance assessment continues to be important for goal setting, training, coaching and development.

Thank you to Rick Szabrak, Economic Development Director, for participating on the MORPC Public Policy Committee. We will support Rick and the committee in their leadership efforts to eliminate racism in Central Ohio and to promote peace and justice. The department heads will include "courageous conversations" as part of standing agendas to support the committee and our workplace as we fight to eliminate racism and discrimination. Dr. Brown also mentioned the new Chamber of Commerce Equality Task Force, and we will participate in that task force.

Mr. Davis stated it was more than noteworthy that Fairfield County has experienced a few protests and they have all been done very well. He thanked the protestors for their conduct as they have been conducted civilly and the messaging has been respectful. The message has been conveyed well and heard.

**Regular Meeting #26 - 2020**  
**Fairfield County Commissioners' Office**  
**June 16, 2020**

Thank you to JFS staff and the Lancaster Eagle Gazette for the article on the importance of foster care.

- Old Business

- a. MCJDC Meetings

MCJDC will hold its upcoming meetings virtually. The primary discussion topic will be converting the employee insurance share from 15% to 20%.

- New Business (none)

- General Correspondence Received

- a. CFLP Agenda for June 26<sup>th</sup> meeting

- 1. All three Commissioners will attend. There are no virtual options noted for this meeting.

- Calendar Review/Invitations Received

- a. Bremen Chamber Lunch – Thursday, June 25<sup>th</sup> at 12:00 p.m.

- FYI

- a. Jail Population – 221
  - b. Dominion Energy Communication
  - c. MARCS Tower Groundbreaking at 1:00 p.m. in Millersport

Dr. Brown reported that we were invited to the state's dedication of the tower. She prepared a summary of the project, and that summary was in the review packet. She requested the ability to stay behind and work on multiple grant programs instead of attending the dedication. The Commissioners stated they would be attending the dedication. Jon Kochis indicated he would be attending the dedication.

- d. Anytime, a public records request or a question can be posed to:

[Rachel.Elsea@fairfieldcountyohio.gov](mailto:Rachel.Elsea@fairfieldcountyohio.gov)

or

[Carri.Brown@fairfieldcountyohio.gov](mailto:Carri.Brown@fairfieldcountyohio.gov)

- Open Items

*Invitation to the MARCS Tower Dedication*

Mr. Levacy invited Mr. Barron to attend the dedication of the new MARCS tower in Walnut Township.

*Common Pleas Court to Add a Tent in Parking Lot for Probation Use*

Dr. Brown stated she received email communication from Common Pleas Court today. They will be purchasing a tent to place in one of their parking spaces in order to allow for probation check-ins in the parking lot in the open air and with physical distancing.

**Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020**

*Question about Testing*

Mr. Davis asked a question regarding the 100 tests a day. What does this relate to?

Mr. Kochis replied that was just at FMC.

Mr. Davis asked why that number has not gone up.

Mr. Kochis replied it relates to the interest in testing as there are plenty of tests.

Mr. Davis asked about the wellness clinic and whether or not it is a testing site.

Mr. Kochis replied they are part of FMC and would be referred to FMC. There is a testing tent on site near the wellness clinic.

Mr. Porter stated he will get information from the wellness clinic to share with employees.

Commissioner Davis stated at 9:52 a.m. that 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 16, 2020 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, Amy Brown-Thompson, Tom Lininger, Chief Lape, Jon Kochis, Randall Hunt, and James Mako. Joining via teleconference was and Jeff Barron.

**Pledge of Allegiance**

Commissioner Davis led everyone in 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 announcements.

**Approval of Minutes for June 9, 2020**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, June 9, 2020 Regular Meeting.

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

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

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

2020-06.16.a            A resolution to establish a new fund on the books of the County Auditor relating to Senate Bill 310 to receive and distribute federal funds under

**Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020**

section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act [Auditor- Finance]

2020-06.16.b            A resolution to establish a new fund on the books of the County Auditor relating to Senate Bill 310 to receive and expend federal funds under section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act [Auditor-Finance]

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

**Approval of the Commissioners' Resolutions**

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

2020-06.16.c            A resolution approving an account to account transfer in major object expense categories for General Fund# 1001 – Fairfield County Commissioners [Commissioners]

2020-06.16.d            A resolution to approve an account to account transfer in a major expenditure object category and a fund to fund transfer from the Record Assets Fund# 3827 to the debt service fund# 4851 – Fairfield County Commissioners [Commissioners]

2020-06.16.e            A resolution for approval and a signature needed by Fairfield County Commissioner David Levacy, on the CFLP Solid Waste District Recycling Services Contract for the 2nd Quarter 2020 budget revision request. [Community Action]

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

**Approval of the Engineer's Resolutions**

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

2020-06.16.f            A Resolution to Approve the Contract Bid Award for the FAI-CR18/20/31 Resurfacing Project. [Engineer]

2020-06.16.g            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 as of 6/10/2020 [Engineer]

2020-06.16.h            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for new computers per SB310 funds [Engineer]

2020-06.16.i            A Resolution to Approve the Contract Bid Award for the 2020 Crack Sealing Project. [Engineer]

2020-06.16.j            A Resolution to Approve the Contract Bid Award for the 2020 Pavement Markings Project [Engineer]

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

**Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020**

**Approval of the Job and Family Services Resolutions**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Job and Family Services resolutions:

- 2020-06.16.k            A resolution regarding Network Placement and Related Services Agreement between House of New Hope, and the Child Protective Services Department [JFS]
- 2020-06.16.l            A resolution regarding Network Placement and Related Services Agreement between Returns, Inc., and Job and Family Services, Child Protective Services Department [JFS]
- 2020-06.16.m            A resolution regarding Network Placement and Related Services Agreement between Guiding Path for Girls and Job and Family Services, Child Protective Services Department [JFS]

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

**Approval of the Juvenile/Probate Court Resolutions**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Juvenile/Probate Court resolutions:

- 2020-06.16.n            A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2036 Department of Youth Services (reclaim) [Juvenile/Probate Court]
- 2020-06.16.o            A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2036 Department of Youth Services (reclaim) [Juvenile/Probate Court]
- 2020-06.16.p            A resolution to appropriate from un-appropriate in a major expenditure object category- Fund 2076 Probate Court Indigent Guardianship [Juvenile/Probate Court]

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

**Approval of the Regional Planning Commission Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Regional Planning Commission resolution authorizing approval of Change Order #5 for the Fairfield County CDBG – the Village of Sugar Grove FY 2018 CDBG Wastewater Treatment Plant Improvement Project; see resolution 2020-06.16.q.

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

**Review Continued**

*Re-appointment of Ms. Cindy Hillberry to the MCJDC Board of Trustees*

Mr. Davis stated he expects Judge Vandervoort to reappoint Ms. Hillberry to the MCJDC Board of Trustees.

Commissioner Davis stated at 10:08 a.m. that the Commission would be in recess until the 10:30 a.m. Public Hearing.






Regular Meeting #26 - 2020  
Fairfield County Commissioners' Office  
June 16, 2020

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on June 23, 2020



Steven A. Davis  
Commissioner



Dave Levacy  
Commissioner



Jeff Fix  
Commissioner



Rachel A. Elsea, Clerk

# Fairfield County Community Housing Impact and Preservation (CHIP) Program

June 16, 2020

2020 CHIP Program Year Application Public Hearing #2

June 16, 2020 at 10:30 AM

EMA Building 240 Baldwin Drive, Lancaster OH



## CHIP Funding

Ohio Development Services Agency, Office of Community Development

- Fairfield County, maximum request: \$400,000
- Highly competitive application
  - Only 60-65% of applications will be funded at maximum request.
  - Approximately \$20.5 million expected to be allocated.
  - 77 Counties are eligible to apply for this round of funding.
- Multi-year grant period – September 1, 2020 – April 30, 2023
- Applications due on June 24, 2020



6/15/2020

## CHIP Program Funding Sources

- CDBG – Federal Community Development Block Grant
- HOME – Federal
- Ohio Housing Trust Fund – State
- The Ohio Development Services Agency specifies the funding source for each activity in the grant agreement. Federal regulations limit the use of HOME funds to the Home Ownership and Private Owner Rehab, New Construction Habitat for Humanity and Tenant Based Rental Assistance activities.

## Eligible CHIP Project Categories/Activities

### Primary Housing Activities

- Rehabilitation Assistance (HOME/CDBG)
  - Owner Rehab
  - Rental Rehab
- Repair Assistance (CDBG/OHTF)
  - Owner Home Repair
  - Rental Home Repair
- Homeownership Assistance (HOME)
  - Down Payment Assistance/Rehabilitation
  - New Construction with Habitat for Humanity
- Tenant-Based Rental Assistance (HOME)

### Supportive Activities

- Fair Housing
- Administration



## Citizen Participation

- Presented CHIP Program eligible activities to the Fairfield County Housing Coalition on May 24, 2020.
- Released a Housing Survey on May 24, 2020 inviting the public and our Housing Partners to provide input for the 2020 CHIP Application
- Held first Public Hearing on June 2, 2020
- Presented the 2020 CHIP application activities being applied for to the Fairfield County Housing Coalition on June 11, 2020
- Held second Public Hearing on June 16, 2020

## CHIP Survey Results

- In terms of Housing Needs: 96% responding identified the need for more affordable housing as a top priority.
- In terms of Home Repairs: 63% responding identified roof repair as a top priority, while 61% responded that structural and foundational improvements were most critical. 53% responded that furnace repair or replacement was also a top priority.
- The survey also revealed a need for additional Tenant Based Rental Assistance. In 2019, 1,062 Section 8 vouchers were issued in the City of Lancaster, while 827 were issued outside the city limits. There are no new vouchers available now.

6/15/2020

### Owner Occupancy Percentages

- Fairfield Co overall is 77% owner-occupied
- Lancaster – 52%
- Pickerington – 75%
- Violet Township – 81%
- State of Ohio– 66%

### 2020 CHIP Program Activities

- Private Owner Rehab - \$225,000 – 5 to 6 Units
- Private Owner Repair - \$80,000 – 8 Units
- Habitat for Humanity - \$25,000 – 1 Unit
- Tenant Based Rental Assistance - \$24,000 – 2 families assisted
- Admin and Fair Housing - \$46,000
- Total - \$400,000

### Private Owner Rehab

- Eligible activities: electrical, plumbing and heating systems, exterior and interior structural components such as roof, walls, floors and foundations. Room additions to alleviate over crowding. Replacing a owner occupied unit with manufactured or site-built unit.
- For Private Owner Rehabilitation, the County provides a no-interest forgivable deferred loan (for 75% of the Rehab Cost) over five years for the cost of the rehabilitation; the remaining 25% is paid back to the Program at the time the home is sold or transferred.

### Owner Occupied Home Repair

- Structural repairs; patching or repairing roofs, windows and doors
- Mechanical Repairs; electrical, plumbing and heating systems
- Plumbing system tap-ins: connecting to public water or sewer
- Wells and Septic; repair of replacing failed systems
- Weatherization; energy efficiency measures like insulation
- Accessibility; ramps and grab bars, kitchen and bath remodeling
- Lead Based Paint; eliminate LBP in homes with children under 6
  
- Must be 50% AMI – funding is a grant

6/15/2020

## New Construction – Habitat for Humanity

- Habitat for Humanity of Southeast Ohio – Working with the Fairfield County Land Bank to identify a building site.
- To create new permanent housing and expand low income housing stock in the county



## Tenant Based Rental Assistance

- Households must be below 60% AMI
- A rent subsidy payment that is equal to the difference between the established Rent Standard for the area and 30% of the tenant household's adjusted monthly income.
- In general, its a 12 month program that can be extended to no more that 24 months.
- Fairfield Metropolitan Housing Authority will Administer the Program



## Leveraged Resources for CHIP Grant

- Housing Assistance Grant - \$30,000
- Home Weatherization Assistance Grant - \$30,000
- Electric Partnership Program - \$15,000
- AEP Energy Efficiency Programs-\$20,000
- Columbia Gas Energy Efficiency Programs - \$20,000
- Renter Contribution (TBRA) - \$15,000
- Habitat for Humanity In-kind - \$70,000
- Area Agency on Aging - \$1,500
- **Total Leveraging - \$201,500**

Thank you for your participation.

## Questions?



Lancaster-Fairfield Community Action Agency  
Randall Hunt  
Deputy Director/Housing Director  
Rhunt@faircaa.org  
(740) 653-4146

