

**Regular Meeting #29 - 2018**  
**Fairfield County Commissioners' Office**  
**July 17, 2018**

**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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jeff Porter, Tony Vogel, Todd McCullough, Joshua Horacek, Michael Kaper, Loudan Klein, Jeff Camechis, Ray Stemen, Jim Bahnsen, David Miller, Dennis Keller, Chief Lape, Jon Kochis, Jon Slater, Donna Fox-Moore, and Nick Boone.

- Legal Update

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

- Administration and Budget Update/Carri's List

- a. Announcements

The employee recognition breakfast is July 24<sup>th</sup>. This will be at Alley Park and a regular Commissioners' meeting will follow, as usual.

Wear green for CSEA awareness on August 1.

A roundtable meeting will be held August 9<sup>th</sup>. The meeting will begin at 8:30 am with a regular meeting to follow.

The next lunch n learn is with Soil and Water Conservation on August 28<sup>th</sup>.

- b. Highlights of Resolutions

Dr. Brown highlighted resolutions for the voting meeting.

We proposed the resolution to proceed for the ADAMH levy. Rhonda Myers, Director of the ADAMH Board, will be in attendance during the voting meeting.

We proposed continuation of the contract for ATT for Centrex services.

The Engineer proposed approval of an addendum (renewal) of a road use, repair, and maintenance agreement with ODNR and Walnut Township. The township trustees have already approved the addendum. The Engineer also proposed approval of an addendum for the Fairfield Beach CDBG project.

FCFACF proposed two agreements relating to MSY, one with Juvenile Court and one with ADAMH. These are consistent with past MSY operations. In addition, FCFACF proposed approval of an agreement for Early Intervention Services coordination.

Following a competitive process, HR proposed the approval of a contract for temporary services, to be used at departmental levels.

RPC proposed the approval of the Meadowmoore Reserve Section1 Phase 1 and Phase 2 final plats.

The Sheriff proposed approval of an agreement with the Lancaster Board of Education.

There were financial resolutions to approve, such as:

- Appropriations from unappropriated funds for the County Engineer (relating to projects, four resolutions); the Sheriff (non-general fund appropriations); FCFACF (grant funds); and the Commissioners (the appropriations for the

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Commissioners relate to electronic monitoring and are general fund appropriations);

- An account to account transfer of appropriations to properly classify expenditures for the Commissioners;
- Memo expenses and memo receipts to account for the 2% administrative fee for self-funded health insurance; and
- Memo transactions for the TID, proposed by the County Engineer.

Mr. Davis stated that the Commission will continue to support electronic monitoring despite the moderate concern in the costs, keeping in mind that it does offset the jail numbers.

c. Administrative Approvals & Budget Update

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

Dr. Brown provided an administrative update to Commissioner Kiger on July 16<sup>th</sup>. Notes were placed in his personnel file in this regard.

Dr. Brown provided a budget update for the first half of the year. A slide show (attached) was presented. Except for additional electronic monitoring expenses, the estimates are as expected in general. (There are appropriations from unappropriated funds for \$180,000 that will appear in the next update, given the resolution proposed for July 17<sup>th</sup>.)

We eagerly await information about additional MCO transition aid which we expect given the state's financial health. We have a statement from CCAO about this MCO transition aid.

Dr. Brown went on to describe observations from the 2019 proposed budget at level 2. The general fund expenditure proposal was \$52.4 M, with the all funds budget proposal at \$167.9 M. Revenues estimated were \$38.8 M and \$146.6 M, respectively. (Actual general fund revenues were \$42.9 M, \$44.9 M, and \$22.8 M, for 2016, 2017, and to date 2018, respectively.) The estimated \$38.8 M does not include the state reimbursement expected for the Board of Elections equipment.

Looking forward, there will be an expected adjustment for the Treasurer's Office to correct use of DTAC; an expected shoring up of the Board of Elections equipment estimate; verification of proper increases of elected officials salaries; verification of parameters that have been followed; a review of the Sheriff's budget to shore up estimates; a review of the firing range needs (which might not be accommodated with 2018 appropriations); and a review of needs relating to the radios.

The agency fund for the MCO transition aid now includes more the \$700 K which has not yet been transferred to the general fund.

Mr. Davis stated that over the next year or two the Commission needs to wrestle with the policy regarding whether to make spending and service reductions in advance of five-year projections or adjust the revenue by increasing taxes. This needs to be a visual effect in advance of the change in revenue structure. The MCO issue is painful, as expected. It is on the Commission to continue to think and plan carefully. He asked about the status of the Conrad building.

Mr. Keller replied that is he awaiting the asbestos report. 2LMN is current doing the survey necessary to vacate the alley. They should be able to demolish the building this year but need to decide if they will package that project with the needed earth work.

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Mr. Davis replied that while the demolition of the building is important in regard to the aesthetics of the area, they want to make sure they do it right.

Mr. Levacy stated that while the MCO money is appreciated from the state, they allotted \$30 million for the counties which does not begin to cover the \$209 million lost by the counties throughout the state - while putting over \$600 million in the state's rainy-day fund.

Mr. Davis also commented that the Board of Elections requested an additional \$5 million in next year's budget for the purchase of voting equipment. This is very troublesome for the county as the state balances their budget at the expense of the local government. Mr. Davis went on to express his frustration with the state for penalizing counties who are in good financial shape with low tax rates in deciding how to divide the MCO disbursements.

Ms. Brown state she has been in contact with Jane Hanely of the Board of Elections. The \$5 million estimate will likely be adjusted, as written estimates provided were \$3.1 and \$4.2 million, and there are ongoing discussions with potentials for rebates or other negotiations.

Mr. Davis stated that Fairfield County is currently providing an incredibly high service at a very low price and this will one day need to be addressed.

d. Roundtable – August 9<sup>th</sup>

An elected official and department head roundtable meeting will be hosted on August 9<sup>th</sup> in the Commissioners' hearing room. The roundtable meeting will begin at 8:30 am, and a regular voting meeting will follow the roundtable meeting. A draft agenda, incorporating current suggestions for topics, was part of the review packet. There is still time to offer additional suggestions. As always, packets of information will also be available.

e. BRAVOs

Bravo to Donna Fox-Moore and her team at FCFACF for shoring up processes relating to approvals of agreements.

- Old Business (none)
- New Business (none)
- General Correspondence Received (none)
- Calendar Review/Invitations Received
  - a. American Legion Baseball Banquet – Thursday, July 24<sup>th</sup> at Crossroads at 6:00 p.m.
    - 1. Commissioner Davis will attend.
  - b. Bremen Chamber Lunch – Thursday, July 26<sup>th</sup> at 12:00 p.m.
- FYI
  - a. The jail population is 279.
  - b. Public Hearing Notice – Lancaster Department of Transportation
  - c. Miller Pool Movie Night
  - d. OJACC Newsletter

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- Issues Bin (none)
- Open Items (none)

**Executive Session – Personnel relating to the Commissioners Office**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss personnel relating to the Commissioners Office at 9:28 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, and Jeff Porter.

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 9:50 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 9:50 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, July 17, 2018 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Mary Beth Lane, Dennis Keller, Donna Fox-Moore, Aunie Cordle, Ray Stemen, Tony Vogel, Todd McCullough, Loudan Klein, Chief Lape, Amy Brown-Thompson, Joshua Horacek, Jon Slater, Jeff Camechis, Jon Kochis, Rhonda Myers, and Holly Mattei.

**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.

**Approval of Minutes for Tuesday, June 26, 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, June 26, 2018 Regular Meeting.

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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 ADAMH Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the ADAMH resolution declaring it a necessity to levy a tax outside the ten-mill limitation and further stating the intent to proceed to place an additional mental health and addiction services levy on the November 6, 2018 ballot; see resolution 2018-07.17.a.

Discussion: Ms. Myers thanked the Commissioners for the consideration. This would generate approximately \$3.65 million a year to help residents of Fairfield County with the opioid epidemic and mental health issues. They will be sharing more information at the August roundtable.

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:

- |              |  |
|--------------|--|
| 2018-07.17.b | A resolution to appropriate from unappropriated in major expenditure object category for the General Fund# 1001 – Fairfield County Commissioners [Commissioners]   |
| 2018-07.17.c | A resolution authorizing the approval of an extension of an additional 24 months of service following the existing service agreement with AT & T for Centrex services – Fairfield County Commissioners [Commissioners] |
| 2018-07.17.d | A resolution approving an account to account transfer into major expense object category – Fund#1001 – Commissioners [Commissioners]   |

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:

- |              |  |
|--------------|--|
| 2018-07.17.e | A resolution to approve an addendum to an agreement for Walnut Township's Fairfield Beach Neighborhood Revitalization Project FY2016 CDBG. [Engineer]                                      |
| 2018-07.17.f | A resolution to approve An Addendum to the Road Use, Repair, and Maintenance Agreement between Fairfield County, Walnut Township, and the Ohio Department of Natural Resources. [Engineer] |
| 2018-07.17.g | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2050-Drainage Maintenance District of Greenfield Estates [Engineer]                 |
| 2018-07.17.h | A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 7790 for future TID projects [Engineer]                       |

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2018-07.17.i A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for repairs to vehicles and equipment [Engineer]

2018-07.17.j A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for road signs [Engineer]

Discussion: Mr. Levacy asked if ODNR was cooperating with resolution F. Mr. Camechis replied that they are still working through issues with ODNR but need to move forward with this addendum.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

**Approval of the Family, Adult, and Children First Council Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Family, Adult, and Children First Council resolutions:

2018-07.17.k A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 7521, Family, Adult & Children First Council [Family, Adult and Children First Council]

2018-07.17.l A resolution to appropriate from unappropriated in a major expenditure object category Family, Adult & Children First Council Fund 7521, General Pool [Family, Adult and Children First Council]

2018-07.17.m A resolution authorizing the FY19 Help Me Grow Early Intervention service agreement between the Fairfield County Commissioners, as administrative agent of the Fairfield County Family, Adult and Children First Council and the Lancaster-Fairfield Community Action Agency. [Family, Adult and Children First Council]

2018-07.17.n A resolution regarding a memorandum of understanding between the Fairfield County Family, Adult and Children First Council and the Fairfield County Juvenile Court. [Family, Adult and Children First Council]

2018-07.17.o A resolution regarding a memorandum of understanding between the Fairfield County Family, Adult and Children First Council and the Fairfield County ADAMH. [Family, Adult and Children First Council]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

**Approval of the Human Resources Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Human Resources resolution authorizing the approval of a contract with Surge Staffing dba Daily Services LLC dba iforce for provision of temporary employment services; see resolution 2018-07.17.p.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

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**Approval of the Regional Planning Commission Resolutions**

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

- 2018-07.17.q            A resolution to approve the Meadowmoore Reserve Section 1, Phase 1 Final Plat and Establishment of Drainage Maintenance District [Regional Planning] [Regional Planning Commission]
- 2018-07.17.r            A resolution to approve the Meadowmoore Reserve Section 1, Phase 2 Final Plat [Regional Planning] [Regional Planning Commission]

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:

- 2018-07.17.s            A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Lancaster Board of Education [Sheriff]
- 2018-07.17.t            A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2442 Commissary [Sheriff]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

Commissioner Davis stated at 10:09 a.m. that the Commission would be in recess until the 10:15 a.m. meeting.

**Meeting with Holly Mattei re: Violet Township**

The Commissioners met at 10:13 a.m. to discuss Violet Township's recent purchase of the WigWam property. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Holly Mattei, Jim Bahnsen, Mary Beth Lane, Dennis Keller, Aunie Cordle, Ray Stemen, Tony Vogel, Todd McCullough, Amy Brown-Thompson, Joshua Horacek, Jon Kochis, Chief Lape, Jon Slater, and Loudan Klein.

Ms. Mattei stated that Violet Township recently purchased the WigWam from the Wolfe family. They negotiated a purchase price with the goal of reutilizing the property. They will be moving the Violet Township offices to the old lodge. There is also a 300-seat theatre and 400-person banquet hall. They hope to host an event such as the State of the County as soon as 2019. There are 10 acres along I-70 that they will be transferring to the Violet Township Port Authority for development. They are also working with the owner of a neighboring property to acquire their private drive to turn into a public road to increase access to the area. They closed on the property yesterday with a purchase price of \$2.75 million. This is separate from the long-planned Community Center. The WigWam only recently came on the township's radar as they were worried it'd be demolished for housing. The only relation to the community center is that they can now cancel the plans for a theatre as those needs are met at the WigWam.

Mr. Davis asked if they had changed the located of the community center.

Ms. Mattei replied that they did not need to as the locations they are considering are not in that area.

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Ms. Davis stated he would appreciate it if the Commissioners could view the property in the coming weeks.

Ms. Mattei thanked Mr. Levacy, Mr. Bahnsen, Dr. Brown, and the rest of the office for their help.

Mr. Davis noted that a location for the 2019 State of the County has not yet been chosen and the Commissioners have been very happy with Crossroads.

Mr. Levacy stated that he received a call from Bill Wolfe who is very happy with the transfer to the township.

Ms. Brown noted she was impressed with the park atmosphere.

Ms. Mattei stated they have proposed a partnership with the Historic Parks for 26 acres of woods at the front of the property. They hope to add a shelter house and walking trails. They will also move the Sheriff's substation and sell that property and the current Violet Township office buildings.

Ms. Mattei also announced that the Fairfield County TID received a \$250,000 grant for the Refugee Road project in front of Ohio Health. The other funding sources are serving as the local matches.

Mr. Davis voiced his appreciation of Ms. Mattei and Mr. Upp and others who encouraged the revitalization of the TID.

Ms. Brown stated that the new Violet Township website is very informative.

Mr. Davis thanked Ms. Mattei for the visit.

### 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 10:27 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, July 24, 2018 at 10:00 a.m.

Motion by:

Seconded by:

that the July 17, 2018, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on July 24, 2018

Sen

Steven A. Davis  
Commissioner

  
Dave Levacy

Dave Levacy  
Commissioner

**Absent**

Mike Kiger  
Commissioner

Rachel A. Elsea  
Rachel A. Elsea, Clerk

Rachel A. Elsea, Clerk





# FAIRFIELD

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## 2018 Quarter 2

*July 17, 2018*



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## Objectives

- Review public records request data
- Review estimated & actual data of the general fund
- Highlight issues to watch
- Provide a forum for open discussion
- Receive input & feedback on format of presentation



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## Public Records Request Log

- The Commission maintains a log
- Commission departments are included –  
*All departments are invited to use the log*
- Some departments, such as JFS, desire to keep their own log for efficiency
- *Logs are considered a good management tool & "best practice" by the State Auditor & Attorney General*
- They are efficient tools for audits



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## Commission Public Record Log

- 3/2013 – 12/2013      **22** requests
  - 1/2014 – 12/2014      **69** requests
  - 1/2015 – 12/2015      **40** requests
  - 1/2016 – 12/2016      **26** requests
  - 1/2017 – 12/2017      **53** requests
  - 1/2018 – 6/2018      **16** requests
  - Average response      **1.125 days** (next day)
  - The median & mode response time is **1 day**
- No outstanding requests*



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## Questions About Public Records



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# General Fund Quarter 2 Revenues

2017

2018

Property Taxes	4,560,820
Homestead Rollback	535,563
Conveyance Fees	1,317,865
Sales & Use Tax	10,948,217
Casino	875,737
Local Government	626,556
Investment Earnings	535,732
Fees & Charges for Services	2,374,509
Title Surplus transfer, unclaimed, transfers	420,070
Total GRF Revenue	22,195,069

Property Taxes	4,713,455
Homestead Rollback	541,294
Conveyance Fees	1,354,538
Sales & Use Tax	10,821,867
Casino	916,977
Local Government	655,786
Investment Earnings	739,551
Fees & Charges for Services	2,389,183
Title Surplus transfer, unclaimed, transfers	707,543
Total GRF Revenue	22,840,194

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## General Fund – Quarter 2

- Revenues for the quarter were \$22.8 M, or 2.91% above the quarter of the prior year
- 49.89% of estimates
- Title transfer – based on project needs
- All categories except sales tax experienced an increase – sales tax is at 48% of estimates
- Investment earnings increased 38% (some of which is a timing difference)



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## Items to Watch

- Ongoing monitoring of sales tax
- Question about enforcement of online purchases
- MCO transition funds of \$700 k remain in a separate fund
- No adjustments are *necessary* at this time



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## Sales Tax Rate

- Fairfield County's rate has not increased since January 1, 2010
- Fairfield – 6.75%
- Hocking, Licking, Perry, Ross, & Pickaway – 7.25%
- Franklin – 7.50%



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# Expenditures

- 2017 Qtr 2 Expenditures **\$25.4 M**
- 2018 Qtr 2 Expenditures **\$26.1 M**



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# Expenditures – Compared to Estimates

Increase over prior year is due to:

- Planned (approved) increases
- Technology improvements; facilities improvements
- One-time expenditures for property - \$135,000 for the Conrad building on Lincoln Avenue
- Radio purchase
- Electronic monitoring



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## Prepare

- No new employees
- 2% increase for salaries
- Comp Plan utilization
- Careful monitoring
- Updating the format / data for 5-year plan



## Review of Appropriations Changes

**\$46,499,231.81**

- \$6,440.36 DR Court equipment - CORSA
- \$1,083.08 EMA related for assets fund
- \$15,105.00 contract repairs - CORSA
- \$48,000.00 workers' compensation

**\$46,569,860.25**

**Next Quarter: Electronic monitoring  
adjustment for \$180,000**



# Questions



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