

**Regular Meeting #31 - 2016**  
**Fairfield County Commissioners' Office**  
**July 19, 2016**

**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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Mary Beth Lane, Todd McCullough, Tony Vogel, Branden Meyer, Josh Horacek, Jim Bahnsen, Michael Kaper, Mayor Tammy Drobina, Sharlene Bails, Patrick O'Mailia, Holly Mattei, Becky Coutinho, Dennis Keller, Kyle Witt, Ray Stemen, Aunie Cordle, and Ron Osgood.

- Legal Update

Mr. Dolin reported he did not have a legal update yet would provide an overview of the Vera Institute statistics.

- Administration and Budget Update/Carri's List

- a. We welcomed new employees Sharlene Bails and Patrick O'Mailia to the meeting. We also welcomed a new intern, Becky Coutinho.

- b. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

The Sheriff proposed a renewal of the contract with Canal Winchester Schools for security services.

The Engineer proposed a contract for pavement marking.

JFS proposed the approval of a contract for behavioral health services for those connected with child protective services cases; this contract for services is retroactive to May 2016 by agreement of the parties.

JFS and the Dog Adoption Center and Shelter both proposed to dispose of obsolete vehicles, each with values below \$2,500. In addition, the sale of the scanner formerly at the Hall of Justice was proposed.

Following an interview held with Economic Development Director Rick Szabrak and County Administrator Carri Brown, J.B. Dick, the Adult Workforce Development Supervisor for Eastland-Fairfield, was proposed to serve as a representative on the Workforce Development Board.

There were financial resolutions to approve, such as:

- An advance for the EPA (recycling) grant project;
- The repayment of an advance by EMA, relating to a grant project;
- Refunds of hangar deposits at the Airport;
- The credit of interest for the Parks District and Health Insurance;
- An account to account transfer of appropriations for the Dog Adoption Center and Shelter;
- Memo expenditures for the County Engineer for Hocking and Madison bridge projects;
- Appropriations from unappropriated funds for Juvenile Court, the Clerk of Courts, the Airport, the County Engineer and the Sheriff; and
- The payment of bills/and or then and now type transactions, if any in accordance with county policy and procedures.

- c. Administrative Approvals & Budget Update

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The review packet will contain a list of administrative approvals for the week.

Budget hearings for all departments are scheduled.

The Budget Commission hearing is August 8<sup>th</sup> at 10:15 a.m. We have a list of questions from the County Auditor which we will answer prior to the hearing.

A brief budget update is scheduled for July 19<sup>th</sup> (today) during the review session. The packet will be attached to the minutes.

Reminder: The 2016 sales tax holiday starts on Friday, August 5, 2016 at 12:00 a.m. and ends on Sunday, August 7, 2016 at 11:59 p.m. During the holiday, the following items are exempt from sales & use tax:

- Clothing priced at \$75 per item or less;
- School supplies priced at \$20 per item or less; and
- School instructional material priced at \$20 per item or less.

Here is a link to more information from the state of Ohio:

[http://www.tax.ohio.gov/sales\\_and\\_use/SalesTaxHoliday.aspx](http://www.tax.ohio.gov/sales_and_use/SalesTaxHoliday.aspx)

#### Jail & Public Safety Facility

The project remains within budget and on schedule. The most recent report from Granger is included in the review packet.

Mr. Keeler stated that the project was on track and hitting all targets. The GMP has not changed. This week they will be using a 500 ton crane to install pre-castes on the second floor. They will be working on underground storm sewers to prep for the roof installation.

Mr. Levacy stated he was very impressed with Granger's work.

The most recent report on the jail population shows the population is 232, down 19 from last week.

- Bravos

Thank you to Theresa Haynes for her service to Fairfield County. Today, we are celebrating with her as she takes a step to the next chapter of her life. She is moving to the Myrtle Beach area. We welcome Sharlene Bails as an assistant clerk, too.

- Old Business

- a. Fairfield County Energy Project Update

The Fairfield County Energy Project continues to be in line with the projected savings over time.

- b. "Kenya – A Shelter Dog's Tail" Video

Mr. McCullough introduced the video. They are taking advantage of the skills of the employees. One is a recent OU media graduate. They have created three videos thus far and all three dogs were adopted quickly.

The link can be found here:

<https://www.youtube.com/watch?v=X5ozfixiUow>

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- New Business

- Separation Agreement Approval for County Administrator to Sign

The County Sheriff will put forth a cost savings and reorganizational plan in connection with the separation of a retiring employee. The settlement agreement amount is within the current budget of the County Sheriff, and the Commissioners now authorize the County Administrator to approve the agreement once it is approved to form by the County Prosecutor. The agreement is expected to be finalized in July.

**Motion to authorize Carri Brown to sign a separation agreement for the Sheriff's Office.**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to authorize Carri Brown to sign a separation agreement for the Sheriff's Office.

Roll call vote of the motion resulted as follows:

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

- General Correspondence Received

- a. Fairfield County Popular Annual Financial Report received

- Calendar Review/Invitations Received

- a. Reception for Theresa Haynes – Today at 11:00 a.m.
  - b. Bremen Chamber Lunch – Tuesday, July 26<sup>th</sup> at 11:30 a.m.
    - 1. Commissioners Levacy and Kiger will attend
  - c. COTA 2016 Annual Luncheon – Thursday, August 25<sup>th</sup> at 1:00 p.m.
  - d. 1<sup>st</sup> Annual Fairfield County Recovery Conference – Thursday, September 29<sup>th</sup> at 1:30 p.m.

- FYI

- a. Fairfield County Fact Sheet

The review packet contained a fact sheet about Fairfield County. The fact sheet is sourced by the US Census and is prepared by the Center for Community Solutions. Demographic projections, education, health coverage, poverty, income, and safety net statistics are included. The statistics echo the presentation from JFS earlier this quarter.

- b. ODYS RECLAIM Ohio Grant amendment accepted

- Issues Bin (none)

- Open Items

- a. National Empty the Shelters Day

The Dog Shelter will be participating in the National Empty the Shelters Day this weekend. Adoption fees will be lowered for the day. There will be a press release issued.

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b. Land Bank Grant Award

Mr. Kaper reported the Land Bank received another \$440,000 NIP grant which will allow them to demolish 30 more homes, improving overall real estate values. They have currently completed 21 demolitions with another 3 in the works.

c. RPC Update

Ms. Mattei reported that RPC recently issued an RFP for the Land Use Plan. She will keep the Commissioners up to date on this project.

**Presentation from Jason Dolin re: Vera Institute Jail Statistics.**

The Commissioners met at 9:18 a.m. for a presentation from Jason Dolin regarding Vera Institute Jail Statistics. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Mary Beth Lane, Todd McCullough, Tony Vogel, Branden Meyer, Josh Horacek, Jim Bahnsen, Michael Kaper, Mayor Tammy Drobina, Sharlene Bails, Patrick O'Mailia, Holly Mattei, Becky Coutinho, Dennis Keller, Kyle Witt, Ray Stemen, Aunie Cordle, Jeff Barron, Jon Slater, and Ron Osgood.

Jason Dolin provided an overview of a link to incarceration data for Fairfield County (through 2013/2014) compiled by the Vera Institute for Justice. The Vera Institute is a well-established independent and non-profit criminal justice research organization that studies criminal justice policy and practice. It has offices in New York City, Washington, DC, New Orleans, and Los Angeles. The information contained in this link is instructive and timely (particularly given the construction of the new jail).

<http://trends.vera.org/#/profile?fips=39045&incarcerationSource=white&incarceration=disparity&usage=turnover&admissions=rate&prison=count&similar=arrestRate>

**Quarterly Budget Update**

The Commissioners met at 9:30 a.m. for the 2<sup>nd</sup> Quarter Budget update. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Mary Beth Lane, Todd McCullough, Tony Vogel, Branden Meyer, Josh Horacek, Jim Bahnsen, Michael Kaper, Mayor Tammy Drobina, Sharlene Bails, Patrick O'Mailia, Holly Mattei, Becky Coutinho, Dennis Keller, Kyle Witt, Ray Stemen, Aunie Cordle, Jeff Barron, Jon Slater, and Ron Osgood.

Ms. Brown reviewed public records requests data; estimates and actual data for the general fund; and highlights of issues to watch.

A copy of the presentation is attached.

No questions were asked.

Commissioner Levacy stated at 9:37 a.m. that the Commission would be in recess until the 10:00 a.m. voting pattern.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, July 19, 2016 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Josh Horacek, Jeff Porter, Ron Osgood, Kyle Witt, Mary Beth Lane, Ray Stemen, Branden Meyer, Todd McCullough, Mayor Tammy Drobina,

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Sharlene Bails, Tony Vogel, Jeff Barron, Jim Bahnsen, Jeremiah Upp, Dennis Keller, Ed Laramée, Aunie Cordle, Holly Mattei, and Becky Coutinho.

**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 public comments.

**Approval of Minutes for Tuesday, July 12, 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, July 12, 2016.

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

**Approval of the Clerk of Courts - Title Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Clerk of Courts – Title Office resolution to appropriate from unappropriated in a major expenditure object category Clerk of Courts Title Fund #2326 Certificate/Title Admin; see resolution 2016-07.19.a.

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**

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

- |              |                                                                                                                                                                    |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2016-07.19.b | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]                   |
| 2016-07.19.c | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]          |
| 2016-07.19.d | A resolution authorizing the approval of an advance from the General Fund to FY2015 EPA Community Recycling Grant – Fairfield County Commissioners [Commissioners] |
| 2016-07.19.e | A resolution authorizing the disposal of asset by internet auction with Gov Deals, Inc. – Fairfield County Commissioners [Commissioners]                           |

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2016-07.19.f            A resolution to appropriate from unappropriated in major expenditure object categories for the Fund# 4714 – Fairfield County Commissioners/Airport [Commissioners]

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

**Approval of the Dog Shelter Resolutions**

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

2016-07.19.g            A resolution regarding the disposal of a salvage asset for the Dog Shelter-County Commissioners [Dog Shelter]

2016-07.19.h            A resolution approving an account to account transfer in a major object expense category – Fairfield County Dog Shelter [Dog Shelter]

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Steve Davis and Mike Kiger  
Abstaining: 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 regarding WIOA Area 20 WDB Member Approval; see resolution 2016-07.19.i.

Discussion: Ms. Brown stated it was a pleasure to interview this individual who was also recommended by Kelly Fuller (former Workforce Development Board Member).

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

**Approval of the Emergency Management Agency Resolution**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Emergency Management Agency resolution authorizing the approval of repayment of an advance to the General Fund from EMA Fund 2091 (subfund 8098) Public Utilities Commission of Ohio Grant Fund; see resolution 2016-07.19.j.

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:

2016-07.19.k            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for sick leave payout [Engineer]

2016-07.19.l            A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 HOC-26 Bridge Replacement Project [Engineer]

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- 2016-07.19.m A Resolution to Approve the Contract Bid Award for the 2016 Pavement Markings Project. [Engineer]
- 2016-07.19.n A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 MAD-34 Bridge Replacement Project [Engineer]
- 2016-07.19.o A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for bridge and road repairs and project advertising of legal ads [Engineer]
- 2016-07.19.p A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for road damage due to accidents [Engineer]

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:

- 2016-07.19.q A resolution to approve...the disposal of a vehicle – Fairfield County Job and Family Services – Transfer to Skips Hauling. [JFS]
- 2016-07.19.r A resolution regarding a Purchase of Service Agreement between Job & Family Services, Child Protective Services and Integrated Services for Behavioral Health [JFS]

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

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

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Juvenile/Probate Court resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2408 Drug Court Program Fund; see resolution 2016-07.19.s.

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

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

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

- 2016-07.19.t A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and Canal Winchester Local Schools [Sheriff]
- 2016-07.19.u A resolution to appropriate from unappropriated in a major expenditure object category Sheriff's Office Fund 2711 Continuous Professional Training [Sheriff]

Roll call vote of the motion resulted as follows:

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

**Approval of the Payment of Bills Resolutions**

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2016-07.19.v.

Roll call vote of the motion resulted as follows:

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

Ms. Elsea announced that the next Regular Meeting is scheduled for Tuesday, July 26, 2016, at 10:00 a.m.

Commissioner Levacy stated at 10:05 a.m. that the Commission would be in recess until the 1:30 p.m. executive session.

**Review Continued**

The Commissioners met at 1:25 p.m. to continue 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, Rachel Elsea, and Jason Dolin.

**Executive Session to discuss Pending Litigation**

On the motion of Steve Davis and second of Mike Kiger, the Board voted to enter into Executive Session to discuss Pending Litigation at 1:25 p.m.

Discussion: Commissioner Davis stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Jason Dolin, Jeff Porter, and outside legal counsel.

Roll call on the motion as follows:

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

On the motion of Steve Davis and second of Mike Kiger, the Board voted to exit Executive Session at 1:46 p.m.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis and Dave Levacy

Absent: Mike Kiger

**Review Continued**

The Commissioners met at 1:46 p.m. to continue 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, and Jeff Porter.

**Adjournment**

With no further business, on the motion of Steve Davis and a second of Dave Levacy the Board of Commissioners voted to adjourn at 1:46 p.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis and Dave Levacy



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Absent: Mike Kiger

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

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Motion by:

Seconded by:

that the July 19, 2016, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on July 12, 2016

 Steven A. Davis Commissioner	 Dave Levacy Commissioner	 Mike Kiger Commissioner
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Rachel A. Elsea, Clerk