

Regular Meeting #33 - 2018
Fairfield County Commissioners' Office
August 9, 2018

Elected Officials/Department Heads Roundtable

The Commissioners met at 8:30 a.m. for the Elected Officials/Department Heads Roundtable. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Park Russel, Corey Clark, Rick Szabrak, Todd McCullough, Jon Kochis, Donna Fox-Moore, Jill Boone, Jim Bahnsen, Chief Lape, Loudan Klein, Kyle Witt, Branden Meyer, Michael Kaper, Pastor Ron Grubb, Amy Brown-Thompson, Joshua Horacek, Jeff Fix, Judge Laura Smith, Christina Holt, Rhonda Myers, Ginger Caito, Rev. Jack Davidson, Luann Davidson, Dr. Brian Varney, Ed Briening, Paul Burley, Mark Remington, Jeff Porter, Nick Boone, Ann Hammond, Mark Conrad, Dennis Keller, Jon Slater, Kelly Turben, Judge Terre Vandervoort, Shannon Carter, Jeremiah Upp, Lisa McKenzie, Cindy Hillberry, and Tiffany Nash.

- Welcome/Announcements

Mr. Davis and thanked everyone for attending

- Swearing – in of Coroner Dr. Brian Varney

Ms. Davidson swore Dr. Varney in to office.

Dr. Varney stated that they are comfortable with the current staffing arrangement. They have been bringing in investigators for a few years to help with the succession plan as some are nearing retirement. Dr. Robert Dominquez has agreed to serve as Deputy Coroner. He was deputy coroner prior to Dr. Varney.

- Community Partnership

We welcomed Pastor Grubb from Life Church, and we thanked him and his team for their partnership in serving the Fairfield County community. At Life Church, we have held Protective Services events for education and awareness. We appreciate the common mission faith-based groups and the government share in improving the quality of life in Fairfield County for all citizens. In addition, we commented on how the partnership highlight was a standing agenda item for roundtable meetings of department heads and elected officials. In this way, we can continue to honor and highlight the good work that is happening with our partners and stakeholders. Thank you to Life Church.

Pastor Grubb thanked the county for their service to the community.

- Budget Parameters and Planning for 2018

The roundtable packets included the budget parameters documentation which was included in multiple, previous communications. Dr. Brown described 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.

Over the next year, we will be collectively addressing the need to either reduce spending or to increase revenue (sales tax). The MCO issue, discussed multiple times, is painful, as expected.

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Through the coming months, Dr. Brown will be in touch with department heads and elected officials regarding any questions relating to the proposed 2019 budget.

Dr. Brown has also reached out to CCAO to offer help with the state of Ohio's approach to addressing online purchases being subject to sales tax. Indiana and California has begun to address their approaches.

Mr. Davis stated that the MCO sales tax loss continues to be an issue as the annual \$750,000 in revenue stream is gone. The state worked hard to fix their own issues, leaving the local governments on their own. The county will need to keep an eye on the gubernatorial election and online sales tax issues. At some point in the next few years the county will cross over the financial policy relating to carryover and the Commissioners need to continue to analyze this now.

- Branding – Fairfield County Logo

By the end of the November 2018, please be sure to reach out to Martin Barker if you need his assistance in adjusting your departmental letterhead for the Fairfield County logo. Some departments have already taken this step. Martin Barker's services are available without additional charge for this purpose through the end of the year. Martin Barker's phone number is (740) 438-0008.

- Training and In-Service Opportunities

Dr. Brown reminded everyone of the three required trainings for all staff: unlawful harassment, ethics, and cybersecurity training. The cybersecurity training emails and reminders are now in progress. Also, as a friendly reminder, we previously decided to hold the Leadership Conference in two parts. The first part is September 27th at FMC. This part will be for the CORSA related, three required trainings. We will have a new CORSA presenter this year, we believe. The second part will be in 2019, and that part will focus on strategic planning and leadership overall. The strategic plan is on the website now, and any feedback can be provided directly to Dr. Brown. The 2019 date for the leadership conference has not yet been set.

There are two in-service opportunities. One is for environmental stewardship, and the other is for mail handling. Sign-up sheets for both opportunities were distributed, and the Commissioners' Office will follow-up accordingly.

- IT Update – Office 265 materials on the internet

Mr. Conrad reviewed the IT PowerPoint in the roundtable packet.

Dr. Brown highlighted that CRMS related opportunities are open for boards and agencies who desire to improve efficiency with technology.

- Human Resources Update

Mr. Porter reported the office is currently working on the insurance renewal process. They are budgeting at a 5% increase. They will try to have this together to communicate by the end of September. A Health Advocate service will be available to all county employees, dependents, and parents in 2019. There will also be a financial wellness clinic from October through November. This clinic will be led by a licensed Prudential financial consultant. Up to 50 people can participate in a session. Additional specialized clinics will be held as well. Also, the retention and recruitment committee will be making recommendations for 2019. If anyone has suggestions, he or she can provide them to HR or a member of the work group.

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- Department Updates

Sheriff – Chief Lape – There are several projects they are currently working on - including the finalization of the firing range donation. They are currently trying to outfit all classrooms in the jail by utilizing TCAP grant funding, and they are looking at a possible RFP for prescription vendor. The office is using ESS for all leave approval. They also looking at moving the cellular services which would save money and give better service. The mental health program in the jail is also currently in the works and they appreciate Dr. Brown's help. Fourteen employees have been replaced this year. Nine correction officers have been hired. Annual professional training will run from August through October. This training is state mandated. They continue to monitor and refine processes within the office to implement best practices and become more efficient. An example of improved communications is the use of regular meetings with division heads.

Clerk of Courts – Branden Meyer – As of July 30, 2018, court records for 2018 are currently viewable online. They plan to work backwards to put previous years online. Domestic records will not be online due to the personal information included in them. This improvement with online access is in part due to the grant Magistrate Boone secured from the Ohio Supreme Court. The office remains busy working on the plans for the new records center at the former EG building. They hope to start renovations in the winter with completion in 2019.

Prosecutor – Kyle Witt – The office is on pace to hit the indictment numbers from last year. They have officially closed their last backlog case. The intake team is now looking at the old declined cases to see if anything was missed to protect the integrity of the review. The office was slightly remodeled to make it more customer friendly. Thank you to Dennis Keller and his team for the work. The office will participate in the Georgetown Summit with Juvenile Court. They are also working with Magistrate Boone on creating template entries to decrease the time between sentencing and sending the inmate to prison. Attorney Kurt Shaw is transitioning to the civil division.

Regional Planning Commission – Loudan Klein – The construction busy has been very busy so far. There are 200 new lots in the unincorporated area of the county. They predict this number will remain the same, if not increase, over the years. COPRO is officially recognized as a transportation planning organization. Hopefully project funding can be secured in the future. CDBG funding news coming in upcoming weeks.

Cindy Hillberry - DD – DD is securing a \$465,000 grant with Perry and Licking Counties for in home support for kids with behavior issues.

Domestic Relations – Judge Smith – The court is busy working on the visitation grant and domestic violence training. The Judge has been asked to write practice and procedure curriculum for DR judges across the state.

Economic Development – Rick Szabrak – A loan for a new coffee house in the old village of Pickerington is in progress. The Engineering/Tech camp was a success. A \$10,000 grant from AEP Ohio was obtained for this program. Manufacturers are now lining up to participate. The office continues to further the work ready certificate program for students coming out of high school and entering the workforce while not going to college.

Treasurer – Jim Bahnsen – Second half collection is now complete. They are up 5% or \$9,000,000 overall from last year. They are above 99% of current billings. The office is working with the Auditor's office for the settlement which should be done in the next week. Interest rates are going up, so they are monitoring the rates.

Land Bank – Michael Kaper – Delinquencies remain steady at 6.9 million. This year they have collected \$400,000 on foreclosure cases filed this year by the prosecutor. The Land Bank has completed 9 demolitions with an additional 9 contracted across the county. Another 5 properties are expected to be added. The 2014 grant award will end by 2019

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so all work must be done by the end of 2019. The Land Bank is also working on addressing an abandoned gas station in Lancaster.

Family, Adult, and Children First Council – Donna Fox-Moore – Partnerships are the Council's main priority. FACFC holds around 50 parenting education classes each year. Multi-System Youth continues to have strong partnerships with the courts, JFS, ADAMH, and others. Departments are welcome to attend FCFACF Council meetings anytime.

Health Department – Tiffany Nash – Ms. Nash is the new nursing director. Additional information was included in the packet. The new Community Health Assessment will begin in 2019. This is a three-year project. This assessments' priorities are opiates, mental health, and obesity. Ms. Nash is working to increase collaborative efforts throughout the county. The Health Department still has quite a bit of grant money to help residents replace or improve their failing septic systems. She asked that anyone interested call the health department for more information. West Nile positive mosquitos have been found in the northwest portion of the county; no humans have tested positive.

EMA – Jon Kochis – EMA, the Sheriff, Lancaster Police, Lancaster Fire, a few townships, and Lancaster Schools will have extensive training on Friday. They are hosting a command class next week with 25 individuals from across the state. Regarding the mail issues, this has happened in the past, but the concern now is with opiates. Training and education will be made available.

Dog Shelter – Todd McCullough – The Dog Shelter has had a lot of public events and tours this summer. The Shelter has been featured on NBS a few times for their participation in National Clear the Shelter event. This year's event will be Saturday, August 19th.

Facilities – Dennis Keller – They average 1.36 days on resolving maintenance work orders (per FMX). The Ag center has been transformed with new flooring. The reconstruction of the DACO parking lot was just completed to be ADA compliant. The jail project is in the contract closeout phase. The project was completed \$184,000 under budget. Ads for bids on the Chestnut Street Records Center will be ran in papers today. Bids for the Dog Shelter parking will be accepted tomorrow. The 108 N High building is still in design. The target bid date is by the end of the year. The old jail site is a temporary parking lot. It will be rebuilt, with design beginning shortly. The Baldwin Building construction will begin once records are moved out of that building.

Mr. Davis thanked Mr. Keller for all his work on the jail.

JFS – Corey Clark – August is Child Support Awareness Month. Staff donated school supplies and coloring book to give to children who come in. They are offering driver's license amnesty for August for those whose licenses have been suspended due to past due payments. The annual job fair will be September 28th at OU-L in the gym from 9:00 a.m. to 12:00 p.m.

Veterans – Park Russell – The Veterans Free Day at the Fair will be October 8th.

OSU Extension – Shannon Carter – Thank you to Dennis Keller for the improvements and the new shed. The summer classes went very well. Fairfield County has one of the largest 4H development programs in the state. The office is gearing up for the fair. They will have their Ag-Mazing exhibit in the Ed Sands building.

ADAMH – Rhonda Myers – Thank you to the Commissioners, Prosecutor's office, Board of Elections, and Auditor for helping get everything filed for the levy in November. A Vista Volunteer will begin at the end of the month. This volunteer is no cost to ADAMH. September is Recovery and Suicide Prevention Month. September 15th is the Recovery Conference. Suicide Gatekeeper training will be held in September as well.

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Juvenile/Pronate Court – Judge Vandervoort – The court is excited for their early warning system project. Thank you to the Commissioners and Prosecutor for their partnership. November 15th is the Juvenile Justice Summit.

Soil & Water – Christina Holt – SWCD is celebrating 75 years of service. They are partnering with the Farm Bureau to hold an event on September 13th. They are also gearing up for the fair.

Common Pleas – Magistrate Jill Boone – The Court remains busy. Substance abuse is on the rise. Pending criminal cases have doubled since 2016. They continue to try to come up with comprehensive and innovative solutions. In Fairfield County, opiate use has decreased some - while meth use has skyrocketed. The probation department has started a wellness program to support probationers and reduce recidivism.

Recorder – Lisa McKenzie – no report

Auditor – Jon Slater – BOR and tax appeal is 99% complete. Thanks to the Commissioners and Treasurer for their staff participating. New construction looks good. They also remain busy with the Budget Commission. Valuation of sales is being done in house for real-estate. Sales for real property are increasing more quickly than the Auditor's tax duplicate.

Engineer – Jeremiah Upp – There is one bridge currently under construction with another two slated to be completed by the end of the year. Paving and chip and seal are complete for the year. Thank you to the Commissioners for the support of the most recent \$5 MVL fee. That will go a long way in bridging the funding gap. The winter rodeo is scheduled for October 19th. This is when they prep the vehicles for winter.

Parks – Ginger Caito – The parks are focusing on getting Amber Lodge/Park open. They hope to have driveways, parking lots, and trails in for opening the lodge next year. The plan is to open the lodge as a nature center. A picnic shelter and outdoor restrooms will also be added. They will be having their renewal levy for 2021 so they are working on a new strategic plan.

Commissioner Levacy noted that all the departmental updates are forwarding looking. He loves that everyone is looking to making Fairfield County a better place. Mr. Levacy also congratulated Dr. Brown on the attainment of her recent PhD.

- Rapid Fire News

We reflected on the county mission, 2018 dates of interest, reminders of the checklist (please share this with staff), and the next lunch n learn opportunity, which is with Soil and Water Conservation District.

- Review

Dr. Brown reviewed the resolutions on the voting agenda. There was a proclamation for prostate cancer awareness, a resolution to approve a contract relating to WIOA, and financial resolutions.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, August 9, 2018 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Park Russel, Corey Clark, Rick Szabrak, Todd McCullough, Jon Kochis, Donna Fox-Moore, Jim Bahnsen, Chief Lape, Loudan Klein, Kyle Witt, Branden Meyer, Michael Kaper, Pastor Ron Grubb, Amy Brown-Thompson, Joshua Horacek, Jeff Fix, Rhonda Myers, Ginger Caito, Dr. Brian Varney, Ed Breining, Paul Burley, Mark Remington, Jeff Porter, Nick Boone, Ann Hammond, Mark Conrad, Dennis Keller, Shannon Carter, and Jeremiah Upp.

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Pledge of Allegiance

Commissioner Davis asked everyone to rise, as able, and 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.

There were no comments.

Approval of Commissioners Office Resolutions

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

2018-08.09.a A resolution authorizing an account to account transfer into a major expenditure object category for Juvenile Court – Commissioners [Commissioners]

2018-08.09.b A resolution authorizing the approval of a proclamation. [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

Approval of Economic Development Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Economic Development resolution to authorize the approval of the OMJ Center contract between South Central Ohio Job and Family Services and the Fairfield County Board of County Commissioners; see resolution 2018-08.09.c.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

Approval of Juvenile/Probate Court Resolutions

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

2018-08.09.d A resolution to appropriate from unappropriated in a major expenditure object category - Juvenile Court - Fund #2036 Ohio Department of Youth Services Fund (reclaim) [Juvenile/Probate Court]

2018-08.09.e A resolution to appropriate from unappropriated in a major expenditure object category - Juvenile Court - Fund #2036 Ohio Department of Youth Services Fund (reclaim) [Juvenile/Probate Court]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

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Adjournment

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:03 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 for the Board of Commissioners is scheduled for Tuesday, August 14, 2018, at 10:00 a.m.

Motion by:

Seconded by:


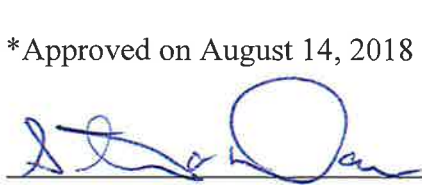
that the August 9, 2018, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on August 14, 2018



Steven A. Davis
Commissioner

Dave Levacy
Commissioner

Mike Kiger
Commissioner



Rachel Elsea, Clerk