

Regular Meeting 32 - 2026
Fairfield County Commissioners' Office
August 18, 2026

Review Meeting

The Commissioners met at 9:00 a.m. in the Administrative Courthouse, 210 E. Main St. Lancaster, OH. Commissioner Steve Davis called the meeting to order, and Commissioners David Levacy and Jeff Fix were also in attendance. Also present: Deputy County Administrator Jeff Porter, Clerk to the Board of Commissioners Rochelle Menningen, Communications and Information Coordinator Bennett Niceswanger, Auditor Dr. Carri Brown, Recorder Lisa McKenzie, Deputy Engineer Eric McCrady, Budget Director Bart Hampson, JFS Director Corey Clark, IT Director Dan Neeley, EMA & Facilities Director Jon Kochis, Economic and Workforce Development Director Rick Szabrak, Utilities Director Tony Vogel, Assistant Prosecuting Attorney Austin Lines, Budget Officer Staci Knisley, HR Deputy Director Abby Watson, Benefits Administrator Colleen Cook, Area 20 Deputy Director Baylie Fields, Regional Planner Nicholas Eastham, Dog Warden Leighann Adams, and Sheriff's Deputy Dustin Beavers. Also in attendance: Ray Stemen, and Michael Linton

Virtual Attendees: Ash Sark, Lori Hawk, Shannon Ward, Eryn Jones, Nikki Drake, Josh Horacek, Jessica Murphy, Shelby Hunt, Steven Darnell, Greg Forquer, Andy Robberts, David Uhl, Garrett Blevins, Tim, Ashley Arter, Britney Lee, Jason Grubb, Stacy Hicks, Andy Boystel, Tony Howard, Jared Collins, Marcy Fields, Lori Lovas, Brian Wolfe, and Anthony Iachini.

Welcome

Commissioner Davis opened the meeting by welcoming those in attendance.

Update, Personnel Policy Manual

Deputy County Administrator Jeffrey Porter provided an update on the Fairfield County Personnel Policy Manual and highlighted the proposed changes in areas such as use of AI in the workplace, travel reimbursement, workers compensation and other areas. A resolution will appear on the August 25th agenda to adopt the proposed changes.

Porter and Leighann Adams, Dog Warden, provided an update on the operations and financial position of the Dog Shelter. Porter explained that, since 2018, operating expenses have continued to increase. The shelter's operating revenue is primarily derived from license fees which were last increased in 2018.

The shelter has implemented cost-cutting measures and worked to keep expenditures within available revenues. Based on current trends, including increased veterinarian fees and food costs, expenses are expected to exceed revenue within the next few years. Porter noted that Avery's Law has resulted in additional enforcement-related expenses for the Dog Shelter.

Leighann Adams explained that staff are spending more time in the field educating residents about licensing requirements and working to improve compliance. She also noted that the number of dogs requiring intake has increased.

The shelter proposes a modest, incremental increase in dog licensing fees over a three-year period to help address rising operating costs and keep the budget balanced.

A formal resolution would be required to approve any fee increase. A resolution will appear on the August 25th agenda. The proposed approach is intended to be a conservative way to maintain the services provided by the Dog Shelter while keeping licensing fees affordable for dog owners.

Commissioner Davis asked about kennel licenses.

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Adams explained that kennel licenses apply to breeders and that a vendor's license is also required.

Commissioner Fix asked about the distinction between altered and unaltered dogs licenses, and Adams clarified that the different licenses differentiate the cost based upon whether the dog is neutered or spayed.

Dr. Brown noted that, if the proposed fee increase is approved, the County will need to make the necessary updates to the licensing database.

Porter encouraged anyone with questions or concerns about the proposed licensing fee changes to contact the Dog Shelter.

Update, Area 20 Workforce Board

Rick Szabrak provided an update on the Area 20 Workforce Board. Michael Linton, Chair of the Workforce Board, was also present. Szabrak explained that the Workforce Board is a business-led organization that administers Department of Labor funds and consists of 27 members, with a majority representing the business community.

The Area 20 Workforce Board currently serves five counties and works closely with each county to ensure effective operation of its one-stop workforce centers, including the center in Fairfield County. Szabrak noted that the board has received several awards, but its most important accomplishment is helping thousands of individuals obtain employment and access to job training. There are currently 20 Workforce Boards in Ohio, and Area 20 is the second-largest workforce area in the state. Szabrak explained that Perry, Athens, and Meigs counties approached the Area 20 Workforce Board about merging their workforce operations. The proposed merger would significantly expand the service area, extending from the current five-county region along the 33 corridor to the Ohio River. He said the merger would position the board to better protect the region from potential future consolidations.

Commissioner Davis asked about the significant increase in revenue associated with the expanded workforce area.

Szabrak explained that Workforce Board funding is largely based on unemployment levels and other federal funding formulas. Under the proposed structure, Fairfield County would retain its administrative responsibilities, while the fiscal agent responsibilities would transition to Perry County. The fiscal responsibilities are expected to transition in mid-2027, with the process being moved to July to ensure the transition is completed properly.

Commissioner Davis asked whether the Workforce Board maintains a cash balance.

Szabrak explained that the funding is essentially a pass through and is used to provide workforce services.

Linton stated that the proposed merger makes sense from a workforce perspective and would be a positive move for both employees and employers.

Bayley Fields added that, when working with employers, they often do not distinguish between county boundaries, and the expanded workforce area would allow the organization to better serve employers throughout the region.

Commissioner Davis asked who would make the final decision regarding the merger.

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Szabrak explained that the County Commissioners would be responsible for approving the change and that the impacted counties are working on resolutions to present at a future meeting. He noted that an individual from Kansas with experience implementing a similar structure will assist the counties through the process.

Commissioner Levacy noted that he served on the Workforce Board early in his career and emphasized the importance of being proactive.

Szabrak explained that although the region is part of a planning district with Fairfield County, the Workforce Board has employers and workforce needs throughout the expanded service area that it must continue to serve.

Linton expressed concern that the state could eventually move toward an “urban rule” concept that could further change how workforce areas are structured. They believe the proposed merger would position the region to be proactive rather than reactive to future changes.

Auditor Brown stated that the proposed merger appears to be the natural next step and would be a positive move for the region.

Public Comment

Ray Stemen of Lancaster spoke about Dr. Brown answering questions at Primrose. He invited members of the community to participate in discussions at Primrose. He concluded his remarks by offering a prayer.

County Administration Update

- *The County Administration Update was provided by Deputy County Administrator Jeffrey Porter, unless otherwise indicated.*

Upcoming Meetings of the Board of Commissioners

The Board of Commissioners selected their commission meeting dates by resolution at the end of last year, and there are a few dates and times to note over the next several weeks. Next week the Commissioners will meet at 10:30 a.m. at the Levacy Center. On Tuesday, September 1st, the meeting will be held at 6:00 p.m. at the Pleasantville Community Center, and there will be no meeting on September 8th. Fairfield County Offices will be closed on September 7th in observance of Labor Day.

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals.

Resolution Review

There are 22 resolutions on the agenda for the Regular voting meeting.

Resolutions of note:

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- The first two resolutions are to approve and establish the viewing and hearing dates for bridges, roads, and several culverts that the Engineer's Office has determined should be altered or widened.
- There is a resolution to appoint Josh Bruce to the Area 20 Workforce Development Board. Mr. Bruce was interviewed by the Board of Commissioners at their last meeting.
- The Commissioners have a resolution to declare a continuing real and present emergency due to the storms from August 10th-17th, 2026. This resolution declares an emergency as allowed per the ORC; and allows the Engineer's Office to make necessary repairs and to enter into agreements with Fairfield County Townships for repairs and replacements.
- Facilities has a resolution to approve a change order to the Buena Environmental contract to approve additional stabilization along Fethers Run.
Jon stated this is to extend the work area along Fethers Run and is related to last year's flooding.
- Juvenile Probate Court has a resolution to approve an amendment for their Tyler Technologies agreement. This is regarding amendments and clarification to third party integrations and online searches.
- Regional Planning has two resolutions. The first is to approve the development agreement for the South Hampton subdivision in Violet Township and the second resolution certifies that the Fairfield Metropolitan Housing Authority 2027 Annual plan is consistent with Fairfield County's Community Housing Improvement Strategy.
- Utilities has two resolutions. The first one approves an additional sanitary easement for Berean Baptist Inc., and the second approves the agreement with Burgess & Niple, Inc. for engineering services for a new lift station and waterline in Greenfield Township.

Budget Review

Bart Hampson provided dates for level 3 budget access.

Calendar Review/Invitations Received

Informational Items and Invitations Received

- Millersport Business Group, August 19, 2026, 8:30 a.m., American Legion, 2557 Canal Dr., Millersport
- Guardianship Services Board Quarterly Meeting, August 19, 2026, 11:00 a.m., Fairfield County Records Center, 138 W. Chestnut St., Lancaster
- Lancaster Fairfield Community Action Agency Joint Board Meeting/Policy Council Focus Group, August 19, 2026, 11:30 a.m., Head Start, 1450 Marietta Rd., Lancaster
- Family and Children First Council Executive Committee Meeting, August 21, 2026, 8:30 a.m., Fairfield County Agricultural Center, 831 College Ave., Lancaster

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Correspondence

- Audit Report, Ohio Department of Development, Grants Made to Fairfield County, August 12, 2026

Updates from Elected Officials and Department Heads

Recorder Lisa McKenzie reported that her office has experienced a significant increase in foot traffic. She noted that staff are happy to assist walk-in customers in any way they can.

Eric McCrady reported that the recent rain has created some challenges.

Dr. Brown thanked Ray Stemen for the invitation to speak at Primrose Retirement Community. Brown noted that the best way to address misinformation is to provide accurate and reliable information. The Auditor's Office has received calls from residents regarding homes damaged by the recent storms and has been directing them to the appropriate forms and resources. The office also issued a related press release. Brown thanked Tony Vogel and his team for their work and for being a catalyst in improving the billing process and implementing supplemental software modules. She also congratulated the team on the Community Development Block Grant (CDBG) award and a successful audit.

Commissioner Davis asked about the second half settlement and whether a final total was available.

Dr. Brown stated that all advances have been made and that the amount is approximately \$1 million from the original estimate. She expects to adjust the estimate in September.

Tony Vogel reported that his department is working to purchase property near one of its facilities. He also discussed the utility customer software and related billing technology.

Rick Szabrak provided an update regarding the Ohio Power Siting Board (OPSB) and recent questions and answers concerning the Fairfield Power Facility. He noted that there is still work to be done to educate the community about the potential benefits of the project. Szabrak stated that he recently spent time in Millersport during the OPSB hearing.

Commissioner Davis noted that the OPSB staff report has been issued.

Szabrak confirmed that one additional hearing remains.

Jon Kochis reported that he and Garrett Blevins have spent time in Perry County assisting with damage assessments following the recent storms. He also discussed efforts to provide support to residents affected by the disaster.

Commissioner Davis noted that the Director of the Ohio Environmental Protection Agency (Ohio EPA) had waived solid waste disposal fees related to the disaster. He asked whether the CFLP should hold an emergency meeting to consider a similar action.

Kochis also encouraged residents to utilize Crisis Cleanup, including volunteering and requesting services for storm-related damage.

Corey Clark announced that the Job and Family Services (JFS) Finance Deputy Director position has been filled. Elyssa Wanosik, who has been with JFS for approximately 15 years, has accepted the position of Deputy Director of Finance.

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Staci Knisley expressed enthusiasm about participating in the finance workgroup and learning more about the billing module.

Old Business

Commissioner Fix attended a meeting with the Mid-Ohio Regional Planning Commission regarding data centers. The discussion included recommendations for improving communication and public education surrounding data center development.

Commissioner Levacy stated he attended the Lancaster-Fairfield Chamber of Commerce Athena Awards.

New Business

Commissioner Fix stated he will be attending a meeting with Senator Bernie Moreno.

Commissioner Levacy added that he will meet with the Elder Abuse Commission. He is also looking forward to Lieutenant Governor Tressel attending the employee recognition event.

Regular (Voting) Meeting

The Commissioners continued to their Voting portion of the meeting and the following Commissioners remained present: Steve Davis, David Levacy, and Jeff Fix. Also present: Deputy County Administrator Jeff Porter, Clerk to the Board of Commissioners Rochelle Menningen, Communications and Information Coordinator Bennett Niceswanger, Auditor Carri Brown, Recorder Lisa McKenzie, Deputy Engineer Eric McCrady, Budget Director Bart Hampson, JFS Director Corey Clark, IT Director Dan Neeley, EMA & Facilities Director Jon Kochis, Economic and Workforce Development Director Rick Szabrak, Utilities Director Tony Vogel, Assistant Prosecuting Attorney Austin Lines, Budget Officer Staci Knisley, HR Deputy Director Abby Watson, Benefits Administrator Colleen Cook, Area 20 Deputy Director Baylie Fields, Regional Planner Nicholas Eastham, Dog Warden Leighann Adams, and Sheriff's Deputy Dustin Beavers. Also in attendance: Ray Stemen, and Michael Linton

Virtual Attendees: Ash Sark, Lori Hawk, Shannon Ward, Eryn Jones, Nikki Drake, Josh Horacek, Jessica Murphy, Shelby Hunt, Steven Darnell, Greg Forquer, Andy Robberts, David Uhl, Garrett Blevins, Tim, Ashley Arter, Britney Lee, Jason Grubb, Stacy Hicks, Andy Boystel, Tony Howard, Jared Collins, Marcy Fields, Lori Lovas, Brian Wolfe, and Anthony Iachini.

Pledge of Allegiance

Commissioner Davis asked everyone to rise as able and lead the Pledge of Allegiance.

Announcements

None.

Approval of Minutes for August 11, 2026

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the Minutes for the Tuesday, August 11, 2026, meeting.

Roll call vote of the motion resulted as follows:

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

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Approval of Resolutions from the Fairfield County Board of Commissioners

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

- 2026-08.18.a A RESOLUTION TO SET A COMMISSIONER'S VIEWING DATE OF SEPTEMBER 15, 2026, AT TIMES LISTED FOR MULTIPLE LOCATIONS, AND A FINAL HEARING DATE OF SEPTEMBER 22, 2026, AT 2:15 P.M. TO DETERMINE THE NECESSITY FOR ESTABLISHING, ALTERING, AND WIDENING OF VARIOUS ROADS AND BRIDGES IN FAIRFIELD COUNTY, OHIO
- 2026-08.18.b A RESOLUTION TO SET A COMMISSIONER'S VIEWING DATE OF SEPTEMBER 22, 2026, AND A FINAL HEARING DATE OF SEPTEMBER 22, 2026, AT 2:15 P.M. TO DETERMINE THE NECESSITY FOR ESTABLISHING, ALTERING, AND WIDENING OF VARIOUS ROADS AND BRIDGES IN FAIRFIELD COUNTY, OHIO
- 2026-08.18.c A RESOLUTION TO APPROVE THE APPOINTMENT OF MR. JOSH BRUCE TO THE AREA 20 WORKFORCE DEVELOPMENT BOARD
- 026-08.18.d A RESOLUTION TO DECLARE A CONTINUING REAL AND PRESENT EMERGENCY TO FAIRFIELD COUNTY DUE TO THE STORMS THAT OCCURRED FROM AUGUST 10, 2026, THROUGH AUGUST 17, 2026

Commissioner Davis stated he is excited about Mr. Bruce's appointment and found his comments during the interview to be very relevant.

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Fairfield County Auditor – Real Estate

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Auditor – Real Estate:

- 2026-08.18.e A RESOLUTION AUTHORIZING A MEMO EXPENSE/MEMO RECEIPT FOR THE 2026 REIMBURSEMENT OF AGENCY SHARE OF FAIRFIELD COUNTY BASE MAPPING PROGRAM 2026-2031, FUND #2022
- 2026-08.18.f A RESOLUTION AUTHORIZING A MEMO EXPENSE/MEMO RECEIPT FOR REIMBURSEMENT OF AGENCY SHARE OF ArcGIS ONLINE LICENSE FEES, FUND #2022

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Board of Developmental Disabilities

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Board of Developmental Disabilities:

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2026-08.18.g A RESOLUTION TO APPROVE A MEMO EXPENSE/MEMO RECEIPT FOR THE COST OF TRANSPORTATION FOR INDIVIDUALS PAID TO FAIRFIELD COUNTY TRANSIT AS A MEMO EXPENDITURE FOR FUND #2060

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

Approval of a Resolution from the Fairfield County Clerk of Courts – Legal Division

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Clerk of Courts – Legal Division:

2026-08.18.h A RESOLUTION TO APPROPRIATE FROM UNAPPROPRIATED IN A MAJOR EXPENDITURE OBJECT CATEGORY FOR CLERK OF COURT COMPUTER FUND; 11231800

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

Approval of a Resolution from Fairfield County Economic & Workforce Development

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from Fairfield County Economic & Workforce Development:

2026-08.18.i A RESOLUTION AUTHORIZING A MEMO EXPENSE/MEMO RECEIPT FOR THE FAIRFIELD 33 DEVELOPMENT ALLIANCE

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

Approval of a Resolution from Fairfield County Facilities

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Emergency Management Agency:

2026-08.18.j A RESOLUTION TO APPROVE OWNER CHANGE ORDER 1 TO THE CONTRACT WITH BUENA ENVIRONMENTAL LLC AND THE FAIRFIELD COMMISSIONERS FOR CONSTRUCTION SERVICES

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

Approval of Resolutions from Fairfield Job & Family Services

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolutions from Fairfield County Job & Family Services:

2026-08.18.k A RESOLUTION REGARDING AN ADDENDUM TO A PREVIOUSLY APPROVED NETWORK PLACEMENT AND RELATED SERVICES AGREEMENT BETWEEN LIFE START, INC. AND CHILD PROTECTIVE SERVICES DEPARTMENT

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- 2026-08.18.l A RESOLUTION REGARDING AN ADDEDUM TO A PREVIOUSLY APPROVED NETWORK PLACEMENT AND RELATED SERVICES AGREEMENT BETWEEN SECOND CHANCE DAYTON GROUP HOME LLC AND CHILD PROTECTIVE SERVICES
- 2026-08.18.m A RESOLUTION AUTHORIZING THE APPROVAL OF A SERVICE AGREEMENT BY AND BETWEEN FAIRFIELD COUNTY JOB & FAMILY SERVICES, CHILD PROTECTIVE SERVICES DIVISION AND ANCHORED IMMENSE MOVEMENT (AIM)

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from Fairfield County Juvenile/Probate Court

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from Fairfield County Juvenile/Probate Court:

- 2026-08.18.n A RESOLUTION TO APPROVE THE AMENDMENT BY AND BETWEEN FAIRFIELD COUNTY JUVENILE/PROBATE COURT AND TYLER TECHNOLOGIES INC

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Fairfield County Regional Planning Commission

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

- 2026-08.18.o A RESOLUTION TO APPROVE A DEVELOPMENT AGREEMENT FOR THE SOUTH HAMPTON, SECTION 3 & SECTION 4 SUBDIVISION
- 2026-08.18.p A RESOLUTION TO CERTIFY CONSISTENCY OF THE FAIRFIELD METROPOLITAN HOUSING AUTHORITY 2027 ANNUAL PLAN WITH THE FAIRFIELD COUNTY'S COMMUNITY HOUSING IMPROVEMENT STRATEGY (CHIS)

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the South Central Major Crimes Unit

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolutions from the South Central Major Crimes Unit:

- 2026-08.18.q A RESOLUTION TO APPROPRIATE FROM UNAPPROPRIATED IN A MAJOR EXPENDITURE OBJECT CATEGORY FOR MAJOR CRIMES UNIT, FUND #7858, SUB FUND 8360, COMPREHENSIVE OPIOID ABUSE SITE-BASED PROGRAM
- 2026-08.18.r A RESOLUTION TO APPROPRIATE FROM UNAPPROPRIATED IN A MAJOR EXPENDITURE OBJECT CATEGORY, FUND #7619, FORFEITURES

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

Approval of a Resolution from the Fairfield County Soil & Water Conservation District

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution from the Fairfield County Soil & Water Conservation District:

2026-08.18.s A RESOLUTION APPROVING AN ACCOUNT-TO-ACCOUNT
TRANSFER INTO A MAJOR EXPENDITURE OBJECT CATEGORY -
7026, SOIL & WATER

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

Approval of Resolutions from Fairfield County Utilities

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolutions from Fairfield County Utilities:

2026-08.18.t A RESOLUTION TO APPROVE AN ADDITIONAL SANITARY
EASEMENT BETWEEN BEREAN BAPTIST INC. AND THE
FAIRFIELD COUNTY COMMISSIONERS

2026-08.18.u A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN
FAIRFIELD COUNTY UTILITIES AND BURGESS & NIPLE, INC.

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to approve the following resolution for the Payment of Bills:

2026-08.18.v A RESOLUTION TO AUTHORIZE THE PAYMENT OF INVOICES
FOR DEPARTMENTS THAT REQUIRE BOARD OF
COMMISSIONERS' APPROVAL

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

Adjournment

With no further business, On the motion of Jeff Fix and the second of David Levacy, the Board of Commissioners voted to adjourn at 10:02 a.m.

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

The next Regular Meeting is scheduled for 10:30 a.m. on Tuesday, August 25, 2026, The Levacy Center, 1550 Sheridan Dr., Lancaster, OH.

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