

Regular Meeting #34- 2019
Fairfield County Commissioners' Office
August 27, 2019

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, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Todd McCullough, Tony Vogel, Jeff Barron, Loudan Klein, Dave Burgei, Joshua Horacek, Amy Brown-Thompson, Lt. Hodder, Dennis Keller, Jake Tharp, Jon Kochis, Branden Meyer, Aunie Cordle, Rick Szabrak, Ray Stemen, and Jon Slater.

- Welcome

Mr. Levacy congratulated Dr. Brown on receiving the 2019 Athena Award. He stated she is very deserving of the award.

Dr. Brown thanked everyone who played a part in her nomination as well as everyone she works with in Fairfield County. She will continue to encourage women in leadership roles.

Mr. Fix stated it was a great night. He was impressed with Dr. Brown's remarks and the number of amazing women in the room. He believes Fairfield County has great female leadership.

Mr. Davis stated he hated to miss the event but had a family obligation. He reiterated hiring Dr. Brown is the best decision he's ever made.

- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

Congratulations to Loudan Klein on his engagement!

There is also a new member of the Commissioner Fix family, Nikki, an adopted dog from our shelter, and Commissioner Fix will share a tweetable moment today to honor Nikki's adoption.

Todd McCullough will feature a new adoption opportunity quarterly.

The Millersport Sweet Corn Festival will be August 28-31. Thanks to the many partners and stakeholders who help with this festival.

- August 27 – Economic and Workforce Development Summit, noon (an agenda will be in the review packet)
 - September 2 – Labor Day
 - September – National Preparedness Month
 - September 12 – United Way Day
 - September 26 – Leadership Conference – at the WigWam – agenda available
 - October 9 – Financial Wellness Event – HR will provide details
 - October 9 – Time with the Commission @ The Fair (EMA, Soil and Water, JFS, the Sheriff, Parks, ADAMH, and OSU Extension all have booths or a planned presence)

- b. Highlights of Resolutions

Dr. Brown highlighted 23 resolutions planned for the voting meeting.

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After exceptional interviews held on August 20th, we proposed the appointment of Ms. Lisa Wells to the ADAMH Board. Ms. Wells has exceptional management and financial skills and experiences, as well as empathy, perspective, and passion for mental health services within the community. With this current vacancy, there were multiple qualified candidates, and each received a note of thanks and encouragement to allow their applications to be kept on file for future openings.

As a side note, there are state appointed positions open for ADAMH for a physician and individual in recovery. No ADAMH board member may serve while also being employed or serving for a contracted agency of the ADAMH board.

We also proposed a resolution authorizing the subordination of a mortgage within the CHIP program, as approved by the Prosecutor and in accordance with the grant terms and conditions.

The Dog Adoption Center and Shelter proposed disposal of obsolete assets in accordance with the ORC and policy.

RPC proposed a resolution to approve development agreements for the Heron Crossing Section 4, Part 1 and 2 Subdivisions superseding agreement for Heron Crossing Section 4.

The County Engineer proposed a resolution authorizing the County Engineer to participate in the Ohio Public Works Commission State Capital Improvement Program, executing required contracts. The County Engineer also proposed a change order for a bridge repair project in Hocking Township.

The Utilities Department proposed approval of regulations, of which there has been updates and clarifications on how refunds are processed for all account types, including master meter accounts. Best practices from other entities were reviewed and modeled. (In the future, there will be additional updates to construction specifications.)

The County Sheriff proposed agreements with Pickerington and Bloom Carroll Schools.

There were financial resolutions to approve, such as:

- Appropriations from unappropriated funds for the Sheriff, County Engineer, and Utilities department (non-general fund activity – six resolutions);
- The repayment of three advances from Juvenile Court;
- An account to account transfer of appropriations to properly classify expenditures for the County Treasurer and for CDBG;
- Grant accounting (the repayment of an advance and memo expenditures for EMA); and
- The payment of bills.

There were additional financial resolutions and contracts in queue, as well. For example, in queue was a resolution for the new Probate Court Guardianship Board.

Mr. Davis stated he recently had a very productive meeting with Judge Vandervoort and is supportive of a Probate Court Guardianship Board. He looks forward to the legislation.

Also, next week, we will have a resolution to adopt the maintenance bond timeframe recommendations from RPC, following the public hearing held last week.

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c. Administrative, Program, and Budget Update

Administrative & Program Updates

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

Dr. Brown sent a letter of support for the South Licking Watershed Conservancy District's request for a Section 729 Watershed Assessment. Fairfield County is aware of the South Licking Conservancy District's efforts to best serve the community and its need for flood management and water conservation. We are supportive of the request for the assessment.

We have an adjusted bid opening date of September 6th for the parking lot at the Main Street site. If we have no acceptable bids, we will arrange for the project to be bid again in February 2020 for a Spring project, given the seasonal nature of the project.

We received an additional idea in the electronic idea box. We will send a summary to all employees, as follows:

Summary of Idea 12: The employee commented, "Holidays will be here before you know it. I suggest asking every employee in the county to donate \$1 to \$2 dollars of their pay to help with families less fortunate during the holidays."

Summary of Response: Thank you for your idea and kind reminder to plan. There are many ways to be helpful during the holiday season, whether that is with a donation of time or money. Here are some ways people can donate within the Fairfield County community if they choose to do so:

- Participate in United Way Day (September 12th) with a donation for the holidays. We will make a collection container for this specific purpose. It will be located on the third floor of the Administrative Courthouse in the Commissioners' Hearing Room.
- Participate in the "Stuff a Bus" campaign (with canned goods or monetary donations). Look for more information about this effort to come. Rachel Elsea is the contact person: Rachel.Elsea@FairfieldCountyOhio.gov
- Join in with Job and Family Services to donate in support of children and the elderly. The point of contact is Heather Funk: Heather.Funk@jfs.ohio.gov
- Maywood Mission collects donations for the holidays: (740) 653-5734; and Charity Newsies collects donations for the holidays: (740) 687-9469. Or donate to the Salvation Army (740) 687-1921 or your favorite church to help during this time.

Thanks for sharing your kind reminder! Fairfield County employees are always so generous and helpful.

Budget Update

Budget hearings are set for 2020. Departments have until September 4th to make changes to proposals. We will continue to monitor revenues and expenditures.

d. BRAVOs

From Dr. Brown, thank you to Commissioner Levacy, Rachel Elsea, Judge Vandervoort, Donna Fox-Moore, Sheriff Phalen, Aunie Cordle, Mayor Smith, Mayor Scheffler, and many others for support regarding her nomination as a

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recipient of the Lancaster-Fairfield County Athena Award. She also thanked the Chamber, the McGraw Family, the Commission, co-workers, colleagues, mentors (Michael Orlando and Chris Veidt), and everyone in Fairfield County local government for their encouragement.

We sent a nice note of thanks to the CCAO representatives for being our guest at meetings and tours on August 20th. Thanks to Aunie Cordle, Lt. Churchill, and Branden Meyer for their support with presentations and tours.

Congratulations to ADAMH for the renewal of a grant (for the mobile unit) and a new grant (in partnership with OSU).

Thank you to Staci Knisley for supporting budget officers with procedures and helpful hints.

BRAVO to Jon Kochis and EMA for being awarded the Fairfield County Soil and Water Conservation District Partner Award. Thanks to the SWCD for the acknowledgement.

BRAVO to Rick Szabrak for being honored as a Friend of Public Education for his efforts with career readiness. Thanks to Rick and the 33 Alliance for the partnership to create the Summit, to be held at noon on the August 27th.

Congratulations to the Career Readiness program leaders for the Mayor's Alliance grant award.

- Old Business

- a. Environmental Stewardship Workgroup Update

On August 22, the work group began analysis of building upgrades and solar power use financed with special financing or with a potential loan. The Title Office and Liberty Center are initially favored as buildings for solar power. There is potentially a long pay-back period unless other building improvements are included. Renovation of the Administrative Courthouse is under review for this purpose. (There was an article in the paper about the renovation plans, which are in the future and should not be confused with the relatively minor repairs that are ongoing.) The group will gather as much information as possible. In March of 2020, we should learn more about potential loans from the state. There will be a newsletter about additional environmental stewardship actions to come. Commissioner Davis encouraged the group to consider return on investment in multiple ways, such as payback in terms of years and investment returns on dollars saved.

- b. List of Workgroups

Dr. Brown listed some current, county-wide work groups and provided a brief update on their work, offering an opportunity to participate in the work groups of:

- Environmental Stewardship
- Recruitment and Retention
- Records Center and Archives
- Security
- ESS/Executime Work Groups
- Department of Labor Internal Audit
- Communications (2020)
- Training and Development (2020)

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c. MCJDC Rightsizing Efforts & Options

We will continue to work on efforts to reduce the financial investment in detention. In addition, we do not believe the MCJDC is a viable option for treatment, given the locked nature of the facility; there may be DYS related services that can be provided to augment the MCJDC revenues.

d. CCAO Visit

Commissioner Levacy commented on how successful the CCAO visit was for information sharing. He added that the CCAO officials stated the number one concern across the state for counties was the need to provide for a way to build new jails in the face of old, dilapidated and overcrowded jails. This was a problem Fairfield County has already solved.

Commissioner Davis expressed frustrations in seeing how failure could be rewarded and commented on his encouragement for CCAO and legislators to be mindful of a system that should reward success.

- New Business

- a. New trees to be planted at Lincoln Avenue

Dennis Keller reported the plan to plant trees along Lincoln Avenue, continuing some beautification.

- b. Violet Township Leadership Changes

Commissioner Fix commented on the leadership changes in progress in Violet Township. Over the weekend township engineer Greg Butcher took the position as City Manager for Pickerington leaving Violet Township with two vacancies to fill.

We in Fairfield County will be helpful in any way that we can to Violet Township during this time of transition.

- General Correspondence Received (none)

- Calendar Review/Invitations Received

- a. United Way Kick-Off Breakfast – Tuesday, September 10th at 7:45 a.m.

- 1. Commissioner Fix and Commissioner Levacy will attend, along with several county officials.

- b. SWCD Annual Meeting & Banquet – Tuesday, September 10th at 5:30 p.m. at the Mill Event Center

- 1. Commissioner Fix will attend, as will Jon Kochis and Carri Brown.

- c. White House Regional State Leadership Day – Thursday, October 3rd

- d. CCAO Regional Roundtables – 11:00 am. To 1:30 p.m.

- 1. Columbus – Friday, October 18th
 - 2. Nelsonville – Monday, October 21st
 - Commissioner Fix will attend

- e. Community Action Annual Dinner - Thursday, September 19th

- 1. Carri Brown and Aunie Cordle will attend

Commissioner Davis stated he is unable to attend the Commissioners' Meetings on Tuesday, September 24th.

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- FYI
 - a. Jail Population – 306 (There was a federal round-up over the weekend.)
 - b. Qualifications for Candidacy for Sheriff of Fairfield County by Michael W. Tussey
 - c. Ohio Justice Alliance for Community Corrections Annual Conference – October 10th-11th – Crown Plaza North, Columbus
 - d. Thank you from FMC re: Bike Race Partnership
 - e. Communications from Hull: Millersport MARCS
- Open Items

Executive Session – Personnel

On the motion of Steve Davis and second of Jeff Fix, the Board voted to enter into Executive Session to discuss personnel at 9:39 a.m.

Discussion: Commissioner Davis stated that the following people be included in the executive session: Commissioner Davis, Commissioner Levacy, and Commissioner Fix.

Roll call on the motion as follows:

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

On the motion of Steve Davis and second of Jeff Fix, the Board voted to exit Executive Session at 9:50 a.m.

Roll call on the motion as follows:

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

Review (continued)

The Commissioners met at 9:50 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, Commissioner Fix and Dave Levacy.

Commissioner Levacy stated at 9:50 a.m. that the Commission would be in recess until the 10:00 a.m. Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, August 27, 2019 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Jeff Fix. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Todd McCullough, Jon Kochis, Dennis Keller, Aunie Cordle, Ray Stemen, Jeff Camechis, Branden Meyer, Lt. Hodder, Loudan Klein, Jeff Barron, Jim Bahnsen, Tony Vogel, and Erin Frost.

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.

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Public Comment

Commissioner Levacy asked if anyone from the public who would like to speak or offer comments.

Mr. Ray Stemen of 2444 West Point Road in Lancaster spoke of issues regarding national and federal interest.

Approval of Minutes for Tuesday, August 20, 2019

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, August 20, 2019 Regular Meeting.

Roll call vote of the motion resulted as follows:

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

Approval of the Commissioners' Resolution

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

- | | |
|--------------|---|
| 2019-08.27.a | A resolution to approve the appointment of Ms. Lisa Wells to the ADAMH Board [Commissioners] |
| 2019-08.27.b | A resolution approving an account to account transfer in a major object expense category for Fund# 2788 CDBG FY2017 - Fairfield County Commissioners [Commissioners] |
| 2019-08.27.c | A resolution authorizing the mortgage subordination FY 2018 Community Housing Improvement Program (CHIP) in accordance with grant terms and conditions [Community Action] |

Discussion: Mr. Davis stated how impressed he was with the quality of candidates for this and recent vacancies. He is thankful an individual of Ms. Well's caliber was willing to apply. He is encouraged by her and the other applicants' willingness to serve.

Roll call vote of the motion resulted as follows:

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

Approval of the Dog Shelter Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Dog Shelter resolution to authorize the disposal of obsolete assets within the Fairfield County Dog Shelter; see resolution 2019-08.27.d.

Roll call vote of the motion resulted as follows:

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

Approval of the Emergency Management Agency Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Emergency Management Agency resolutions:

- | | |
|--------------|---|
| 2019-08.27.e | A resolution to approve a memo expenditure for EMA Fund 2091 [EMA] |
| 2019-08.27.f | A resolution authorizing the approval of repayment of an advance to the General Fund (2707 Subfund 8149 Emergency Management Performance Grant) [EMA] |

Roll call vote of the motion resulted as follows:

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

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Approval of the Engineer Resolutions

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

- 2019-08.27.g A resolution authorizing Jeremiah D. Upp, Fairfield County Engineer, to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required. [Engineer]
- 2019-08.27.h A resolution to approve a Change Order for the HOC-43, FAI-33A-7.125 Bridge Repair Project. [Engineer]
- 2019-08.27.i A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 8/22/19 [Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of the Juvenile/Probate Court Resolution

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

- 2019-08.27.j A resolution authorizing the approval of repayment of an advance to the General Fund from Fund #2745 MSY Pool. [JUVENILE COURT]
[Juvenile/Probate Court]
- 2019-08.27.k A resolution authorizing the approval of repayment of an advance to the General Fund from Fund #2745 MSY Pool. [JUVENILE COURT]
[Juvenile/Probate Court]
- 2019-08.27.l A resolution authorizing the approval of repayment of an advance to the General Fund from Fund #2745 MSY Pool. [JUVENILE COURT]
[Juvenile/Probate Court]

Roll call vote of the motion resulted as follows:

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

Approval of the Regional Planning Commission Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Regional Planning Commission resolution to approve a Development Agreement for the Heron Crossing Section 4, Part 1 and 2 Subdivisions superseding the agreement for Heron Crossing Section 4; see resolution 2019-08.27.m.

Discussion: Mr. Klein stated as discussed in review, since the plats were being split, new agreements were needed.

Roll call vote of the motion resulted as follows:

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

Approval of the Sheriff's Office Resolutions

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

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- 2019-08.27.n A resolution to appropriate from unappropriated in a major expenditure object category Fund 2766 Bullet Proof Vest [Sheriff]
- 2019-08.27.o A resolution authorizing the approval of a Memorandum of Understanding by and between the Fairfield County Sheriff's Office and the Bloom Carroll Local School District [Sheriff]
- 2019-08.27.p A resolution to appropriate from unappropriated in a major expenditure object category Fund 2405 Seat Belt [Sheriff] 2
- 019-08.27.q A resolution authorizing the approval of a Memorandum of Understanding by and between the Fairfield County Sheriff's Office and the Pickerington Local School District [Sheriff]

Discussion: Dr. Brown thanked Ms. Brown-Thompson and Ms. Dowdy for their work in correcting an inactive fund which is years old. As a resolute, some funds will be sent to the state.

Roll call vote of the motion resulted as follows:

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

Approval of the Treasurer's Office Resolution

On the motion of Jeff Fix and the second of Dave Levacy the Board of Commissioners voted to approve the Treasurer's Office resolution approve an account to account transfer into a major expense category for Treasurer General Fund 1001; see resolution 2019-08.27.r.

Roll call vote of the motion resulted as follows:

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

Approval of the Utilities Office Resolution

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

- 2019-08.27.s A resolution to Approve and Adopt the Revised Fairfield County Utilities Water and Sewer Regulations Manual dated August 27, 2019 [Utilities]
- 2019-08.27.t A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5842 Greenfield Sewer Admin [Utilities] [Utilities]
- 2019-08.27.u A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5046 Water Fund [Utilities] [Utilities]
- 2019-08.27.v A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5841 Greenfield Water Admin [Utilities] [Utilities]

Discussion: Mr. Vogel stated the changes in the regulations allow for improvements consistent with the billing methodology. Dr. Brown thanked Ms. Elsea for formatting the document so that it is readable and organized for users.

Roll call vote of the motion resulted as follows:

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of Dave Levacy 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 2019-08.27.w.

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

Mr. McCullough introduced Ms. Erin Frost, Dog Shelter Manager.

Mr. Davis spoke of his admiration of Dr. Brown. He stated the Commission is keenly aware of how fortunate they are to have her services. Her entire history and backdrop of services if impressive. He does not want any confusion of how fortunate Fairfield County is.

Commissioners Levacy and Fix agreed.

Adjournment

With no further business, on the motion of Jeff Fix and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:11 a.m.

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

The next Regular Meeting is scheduled for Tuesday, September 3, 2019 at 10:00 a.m.

Motion by: _____ Seconded by: _____
that the August 27, 2019 minutes were approved by the following vote:

YEAS:
ABSTENTIONS: None
*Approved on September 3, 2019

NAYS: None


Steven A. Davis
Commissioner

NAYS: None

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Dave Levacy
Commissioner


Jeff Fix
Commissioner


Rachel Elsea, Clerk