

Regular Meeting #39 - 2016
Fairfield County Commissioners' Office
September 6, 2016

Review

The Commissioners met at 9:04 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, Staci Knisley, Spencer Remoquillo, Chief Jerry Perrigo, Jeff Porter, Michael Kaper, Josh Horacek, Ray Stemen, Jason Dolin, Tony Vogel, Jon Kochis, Dennis Keller, Rick Szabrak, Branden Meyer, Jon Slater, Jr., and Kyle Witt.

- Legal Update

Mr. Dolin stated he had no legal update.

- Administration and Budget Update/Carri's List

- a. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

There was a resolution to approve a proclamation for September to be declared Hunger Action Month. There was also a resolution to approve a proclamation for September 11, 2016, to be declared a day of honor for public safety officers and firefighters. Commissioner Dave Levacy will present these proclamations at events on September 13th and September 11th, respectively.

There was a resolution authorizing the Board President to join County Auditor Jon Slater in signing an informational letter about timekeeping processes, with an implementation of new technology expected in 2017. (The letter is way to give elected officials and department heads notice of the use of technology in 2017. The technology is expected to be connected with MUNIS, our accounting system. It will afford efficiency and effectiveness in compliance with the Fair Labor Standards Act.)

There was a resolution to approve the contract for an EPA grant for recycling with services administered at Community Action. The grant amount is \$57,035. The grant contract was approved to form.

In addition, Juvenile Court proposed a lease for the City Annex. We discussed this lease and its benefits in earlier review sessions. There is efficiency with the space, given the IT connections that exist. In addition, the cost of the lease (\$47,000) is below that of other options, such as the Wilson Building. The lease is for one year with an option to renew for an additional year.

There is a resolution to approve the grant based inventory for the Major Crimes Unit.

The Engineer proposes approval of a contract for services of fuel tax recovery for the periods of 2012-2016.

A one year contract with ADAMH for New Horizons and FCFACF, relating to multi-system youth, is proposed for approval.

There are financial resolutions to approve, such as:

- Interest allocations for the Board of Health and the Parks District;
- A memo expenditure for the payment of CORSA fees by the County Engineer;
- Appropriations from unappropriated funds for the County Engineer for project funds;
- Appropriations from unappropriated funds for EMA and an advance for EMA;

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- Drawdowns and reporting for OHTF with the Office of Community Development and other CDBG reports and a draw;
- A fund to fund transfer of appropriations for the County Prosecutor for a local match for a grant;
- Account to account transfers of appropriations for Common Pleas Court to properly classify expenditures;
- An account to account transfer of appropriations and appropriations from unappropriated funds for the Major Crimes Unit grant; and
- The payment of bills/and or then and now type transactions, if any in accordance with county policy and procedures.

Ms. Brown also reported that there will be a resolution added for the Facilities Department. The resolution will authorize appropriations from unappropriated funds within the general fund for the repairs object code due to the damage from the water leak and related repairs at the Hall of Justice.

b. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week. Ms. Brown asked if there were questions, and none were posed.

Budget hearings with the County Commissioners for departments are scheduled.

We have had meetings with Maximus to review the process for the creation of the indirect cost plan for this year.

c. Jail & Public Safety Facility

Ms. Brown reported that the project continues to be on schedule and on budget.

We received an easement request from AEP relating to the service at the jail and public safety facility. (We received an additional easement request from AEP to improve their overall efficiency.) The easement requests will be reviewed. The official from AEP indicated there was no rush expected for responding.

The most recent report on the jail population shows the population is 256.

d. Leadership Conference – October 6th & Department of Admin Services Training – October 26th

The leadership conference agenda has been circulated. This conference will be at Fairfield Medical Center. The time for the conference is 8 – 2:30. Also, we are hosting DAS training regarding state cooperative purchasing on October 26.

e. Bravos

- Thanks to Jon Kochis with EMA for his participation at the Millersport festival this past weekend. Thanks also to Jon and his team for their planning of the exercise to be conducted on September 29.
- Bravo to Todd McCullough, Dog Warden, and his team for their planning and participation in United Way Day on September 15th. Volunteers will be walking dogs. In addition, Bravo to Jeremy Grant, Assistant Dog Warden, will be receiving an appreciation award from Fairfield County

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Cares, a non-profit, in connection with Lancaster Police Department. The award is based on his service at the Dog Adoption Center and Shelter.

- Bravo to Laura Holton, Deputy Director of JFS Community Services, for conducting an excellent presentation about Medicaid processes.

- Old Business

- Meals on Wheels Financial Report

Ms. Brown reported that by contract, Meals on Wheels is required to provide a financial report to the County. Meals on Wheels requested an extension of time to file with the State Auditor on or before August 31, 2016. They filed with the State Auditor on August 31, 2016, according to their independent auditor. We in Fairfield County await our copy of the report, which covers the year ended December 31, 2015.

- New Business (none)

- General Correspondence Received

- RPC packets are in the Commissioners' boxes

Ms. Brown reported that there is a Regional Planning Commission meeting tonight at 7:30 p.m.

Commissioner Levacy stated that there will be an update on the Buckeye Lake Dam project.

- Calendar Review/Invitations Received

- a. Curbside Recycling Workshop – Wednesday, September 21st at 9:00 a.m. – LFCAA Recycling Center, 1761 E. Main St.
- b. Mental Health & Addiction Recovery Conference – Thursday, September 29th at 1:30 p.m. – Crossroads Event Center, 2095 W. Fair Ave.
- c. Annual Violet Township Fire Department Open House – Sunday, October 16th from 1:00-3:00 p.m. @ Headquarters – Station 592, 8700 Refugee Road, Pickerington – *Commissioner Dave Levacy will attend.*

- FYI

- a. Interest from Prime Retail Advisors

Ms. Brown reported that the Board of Commissioners is aware a consultant, Prime Retail Advisors, has a client with interest in the Baldwin building. We provided information, such as our press release about the purchase of the Baldwin building, to the consultant. However, we do not have any details on the nature of the development. This lack of information makes it prohibitive to determine the next course of action. We understand, from communications of other property owners in the area, that options to purchase other properties have been negotiated. We await additional information, which we expected at the end of August, to determine the next course of action.

Commissioner Davis reported that the county has invested approximately \$650,000 total in the Baldwin Property. The "desktop" estimate to build a new storage and asset building would be \$3 million plus dollars. The

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Return on Investment (ROI) analysis determined payback from the original purchase in just over six years. The Prime Retail Advisors will not say who the business is that is interested in this property. It has been reported that 150 jobs would be connected with the development, but it is unknown if the effort would create 150 new jobs or would be a transfer 150 jobs, and these aspects are important to factor into the decision about the Baldwin property.

Prime Retail Advisors indicated they would provide more information at the end of August. Commissioner Davis recommended that management move forward with plans of building the new storage and asset center at Baldwin, as was the original plan for the investment.

Commissioner Kiger recommended that management give them until Friday of this week to come up with an answer, and then move forward. Mr. Keller reported that he is frustrated at this point but is moving forward slowly with the architects, planning on the records and asset center.

Commissioner Levacy stated that the Board of Commissioners is held to a higher standard regarding any decision for development, as compared to private property owners who have already moved forward in their thinking. Without additional information, he recommends that the Board not make a decision to pursue selling the property.

Mr. Szabrak stated that from an economic development stand point it is hard to make a good decision without educated information.

Mr. Kochis stated that Emergency Management Agency is ready to build their asset storage building.

Commissioner Davis indicated that there was respect for the Clerk of Courts in this decision, in that a portion of the funding for the Baldwin building was derived from a surplus within the Certificate of Title fund, with a desire to put in place a records center.

b. Interest from the Brenner Insurance Group

Ms. Brown reported that the Brenner Insurance Group indicated interest in providing a simple "grant" in exchange for the opportunity to provide seminars to employees for the Brenner services of legal services and provision of identity theft protection plans. The County Administrator recommended not pursuing this, given our multiple priorities in communicating with employees about changes to insurance plans and other projects. In addition, we would need to explore the terms and conditions further. After discussion, the Board of Commissioners agreed with the approach of not pursuing the "grant".

Commissioner Kiger stated that this kind of approach often created a lot of work for the Auditor's Office in the past.

Mr. Porter stated that Human Resources are moving forward with open enrollment for health insurance at the end of the month. They will explore other options in communicating with employees next year. He also stated that the Employee Assistance Program (EAP) provides legal services for employees.

c. United Way Silent Auction & Cookout – Thursday, September 15th

d. AED Trainings – September 21st and September 28th

e. Board of Elections (BOE) Day of Democracy

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Ms. Brown reported that the Day of Democracy flier is in the review packet. Employees have opportunity to serve at the Board of Elections.

f. **New signage for County buildings**

Ms. Brown reported that Mr. Keller has been working on new signage for county buildings for clarification and unified patterns of communication with signs.

- Issues Bin (none)

Meeting with Auditor Jon Slater

The Commissioners met at 9:30 a.m. with Jon Slater, Jr., County Auditor. Commissioner Levacy called the meeting to order with the following Commissioners present: Dave Levacy, Steve Davis, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Spencer Remoquillo, Chief Jerry Perrigo, Jeff Porter, Michael Kaper, Josh Horacek, Ray Stemen, Jason Dolin, Tony Vogel, Jon Kochis, Dennis Keller, Rick Szabrak, Branden Meyer, Jon Slater, Jr., and Kyle Witt.

Mr. Slater reported that he and 60 other county auditors took the opportunity to work together to inspect gas station pumps for credit card skimmers. Credit card skimmers are known to insert a chip at the credit card machine that can capture credit card numbers for fraudulent purposes. Fairfield County Weights and Measures inspected five gas stations last week on Route 33 and Route 256. He was glad to report that there were no credit card skimmers found in Fairfield County. Other counties found credit card skimmers near Route 75 Southwest and Northwest. He recommended that customers use the closest pump to the attendant for security. Credit card skimmers are more likely to use the pumps that are further from the attendant.

Review continued

- Open Items from Participants/Roundtable

Mr. Ray Stemen reported that he attended the GOP meeting last Thursday evening. If anyone is interested, he invited the public to attend Representative Tim Shaffer's fundraiser event on Wednesday, September 21st.

Recess

Commissioner Levacy stated at 9:39 a.m. that the Commission would take a brief recess prior to the Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 6, 2016 beginning at 10:00 a.m., with the following Commissioners present: Dave Levacy, Steve Davis, and Mike Kiger. Also present were Carri Brown, Christina Foster, Staci Knisley, Spencer Remoquillo, Dennis Keller, Jeff Camechis, Jon Slater, Jr., Josh Horacek, Rick Szabrak, Jon Kochis, Tony Vogel, Jim Bahnsen, Patrick O'Malia, Jeff Porter, Jason Dolin, Kyle Witt, Branden Meyer, Michael Kaper, and Chad Reed.

Pledge of Allegiance

Commissioner Levacy asked everyone to rise as able, and he led the Pledge of Allegiance.

Announcements

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Commissioner Levacy asked if there were any announcements.

Ms. Knisley reported that there is a resolution added on at the end of the agenda for the Commissioners/Facilities Department.

Ms. Brown reported that there was an additional invitation received for the Fairfield County Youth Behavior Survey Summit on Tuesday, September 27th at 8:30 a.m. This is during the Commissioners' Regular meeting but there will be county representatives attending this important meeting.

Public Comment

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

Mr. Ray Stemen urged the public to be aware of homeland security regarding White House initiatives, and he urged everyone to contact local representatives and senators.

Approval of Minutes for Tuesday, August 30, 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, August 30, 2016.

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:

- 2016-09.06.a A resolution authorizing the approval of a request for payment and status of funds report – FY2014 CDBG Funds – Drawdown for \$48,232 [Commissioners]
- 2016-09.06.b A resolution authorizing the approval of a request for payment and status of funds report for the FY2015 CDBG Allocation - \$ 48,552 [Commissioners]
- 2016-09.06.c A resolution authorizing the approval of a request for payment and status of funds report–FY2014 OHTF Funds – Drawdown for \$11,330 [Commissioners]
- 2016-09.06.d A resolution authorizing the approval of a request for payment and status of funds report for the FY2015 CDBG Allocation - \$ 30,432 [Commissioners]
- 2016-09.06.e A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2016-09.06.f A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2016-09.06.g A resolution authorizing the approval of a proclamation recognizing September 11, 2016 as a Day of Honor for Public Safety Officers and Firefighters [Commissioners]

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- 2016-09.06.h A resolution to authorize the Board President to join the County Auditor in signing a letter to communicate about the use of technology in 2017 for timekeeping processes [Commissioners]
- 2016-09.06.i A resolution to approve the contract between the Fairfield County Commissioners and the Lancaster-Fairfield Community Action Agency to administer the 2016 Community Grant (CG) from Ohio Environmental Protection Agency [Commissioners]
- 2016-09.06.j A resolution to proclaim September Hunger Action Month.

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

Approval of the Common Pleas Court Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Common Pleas Court resolutions:

- 2016-09.06.k A resolution approving an account to account transfer in a major object expense category – Fairfield County Common Pleas Court [Common Pleas Court]
- 2016-09.06.l A resolution approving an account to account transfer in a major object expense category – Fairfield County Common Pleas Court [Common Pleas Court]

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 Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Emergency Management Agency resolutions:

- 2016-09.06.m A resolution authorizing the approval of an advance from the general fund to EMA – Fund 2091 (subfund 8093) Hazardous Materials Emergency Preparedness Grant [EMA]
- 2016-09.06.n A resolution to request for appropriations for receipts for EMA fund 2091 (Subfund 8093) Hazardous Materials Emergency Preparedness Grant. [EMA]

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:

- 2016-09.06.o A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for asphalt to complete in house projects [Engineer]
- 2016-09.06.p A resolution to approve a reimbursement for share of costs for 2016 Liability Insurance paid to CORSA as a memo expenditure for fund 2024 – Motor Vehicle [Engineer]
- 2016-09.06.q A resolution to authorize County Engineer, Jeremiah Upp to execute an agreement with JP Mohler, LLC. [Engineer]

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

Approval of the Family, Adult, and Children First Council Resolution

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Family, Adult, and Children First Council resolution approving a FY17 service agreement by; see below:

2016-09.06.r A resolution authorizing the approval of a FY17 service agreement by and between the Fairfield County Commissioners, as administrative agent of the Fairfield County Family, Adult and Children First Council and Fairfield County ADAMH Board

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 following Juvenile/Probate Court resolution approving a lease agreement; see below:

2016-09.06.s A resolution to authorize a lease agreement with the City of Lancaster for the Fairfield County Juvenile Court [Juvenile/Probate Court]

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

Approval of the Major Crimes Unit Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Major Crimes Unit resolutions:

2016-09.06.t A resolution to appropriate from unappropriated into a major expenditure object category – Fairfield-Hocking Major Crime Unit [Prosecutor- Major Crimes Unit]

2016-09.06.u A resolution approving an account to account transfer[Fairfield-Hocking Major Crimes Unit – Fund 7830 – OCJS DLEF Grant] [Prosecutor- Major Crimes Unit]

2016-09.06.v A resolution authorizing signature for the 2016 DLEF Grant Inventory for the Fairfield-Hocking-Athens Major Crimes Unit [Prosecutor- Major CrimesUnit]

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

Approval of the Prosecutor's Office Resolution

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Prosecutor's Office resolution approving a fund to fund transfer; see below:

2016-09.06.w A resolution approving a Fund to Fund transfer from the Prosecutor's Local Match Allocation to Fund 2784 (Sub-Fund 8102) for Grant Year 2016/2017. [Prosecutor Victim/Witness] [Prosecutor]

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