

**Regular Meeting #41 - 2020**  
**Fairfield County Commissioners' Office**  
**September 22, 2020**

**Review**

The Commissioners met at 9:02 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Chief Lape, Amy Brown-Thompson, Jon Slater, Jen Valentine, Jennifer Kolometz, Deputy Hummel, and Joshua Horacek. Joining via teleconference were Jim Bahnsen, CJ Roberts, Aunie Cordle, Dennis Keller, Donna Fox-Moore, Jeff Barron, Jeff Porter, Jim Shaw, Mark Conrad, Eric McCrady, Stephanie Fyffe, Larry Hanna, Tony Vogel, Chris Wagner, Diana Steckman, Rick Szabrak, and Nikki Drake.

- Welcome

Commissioner Davis welcomed everyone to the meeting.

- COVID-19 Update

Mr. Kochis reported cases continue to trend down. Central Ohio is at the lowest it has been for inpatient COVID positive patients in quite a while. Weekend numbers for new cases were somewhat encouraging given they have not increased.

Mr. Davis asked about a school system going back fully in person.

Mr. Kochis replied each district was to make their own plan. More rural districts have an aggressive schedule for in person classes. EMA and the Health Department are monitoring that.

Dr. Brown stated Governor DeWine has reminded parents that Halloween activities will be different this year than in years past. He encouraged parents and children to wear a mask, practice social distancing, avoid large groups, and to stay home if sick. A fact sheet was in the review packet. The state developed this guidance for Halloween, and it is posted on [coronavirus.ohio.gov](https://coronavirus.ohio.gov) to help communities and families plan for the holiday.

Final decisions on whether to hold or participate in trick-or-treating or other events should be made by local communities, individuals, and parents. Dr. Brown asked what Mr. Kochis is hearing about Halloween.

Mr. Kochis replied that most districts are going to do trick or treat. They encourage social distancing and mask wearing. He also suggested that those handing out candy find ways to social distance as well.

Mr. Kochis went on to There is a firmer plan for the community vaccine distribution and an agreement has been entered into for use of the fairgrounds. They goal is to do the vaccine via drive through.

Returning to the subject of school schedules, Ms. Fyffe reported that Fairfield Union will be opening full time on Monday. There are several other schools who are wanting to go back in person as well. In last week's report, there were two students and one staff member testing positive.

Ms. Fyffe went on to state there will be a drive-thru flu clinic for the community on October 21<sup>st</sup> at the fairgrounds from 12p-7p. This will be a practice run for the COVID vaccine program.

Mr. Davis asked if there has been enough time for the schools doing partial-in person classes to have a good sense as to whether there is spread related to in person classes.

Ms. Fyffe stated it is difficult to know this as there are not any real metrics to refer to this factor. They can only continue to promote social distancing measures.

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Mr. Levacy commented on the difficulty children are having with virtual learning and asked if they saw that as problematic.

Ms. Fyffe replied that with her kids' own school district there have been problems with virtual learning. It will never be the same as being in the classroom with the teacher.

Dr. Brown reported that we are working with the Health Department on documenting public health expenditures for the CARES Act.

- Legal Update

Dr. Brown stated she appreciated Amy Brown-Thompson for her quick response and legal opinion relating to CARES Act supported HVAC equipment upgrades for the effort to mitigate and respond to the COVID-19 pandemic.

We also have evidence to support the opinion from the scientific community researching the use of ultraviolet light in combatting viruses.

Also, thank you to Joshua Horacek for his interest in the scope of services we are planning for Legal Aid in response to the pandemic.

We plan to have educational and legal services to help with those avoiding eviction, to help those who are navigating appeals of unemployment with the state, and to help with tax filings.

- MCJDC Finance Committee Update

Commissioner Davis provided an update on the Finance Committee Meeting for MCJDC.

Last week, the Committee reviewed the current conditions and the agreed upon formula for funding. After review and analysis, the Fairfield County portion for 2021 will be under the projected \$600,000 because of the activity-based formula and because of a one-time adjustment to manage the carry-over cash within their operating fund to no more than 20% of the budget.

Even with projected increases, the 2020 amount (yet to be voted on by the MCJDC Joint Board) could be just shy of \$360,000. The capital funds will remain flat for 2021.

We will adjust the placeholder for 2021 as more information is known and will maintain it at \$600,000 for operations for ensuing years.

Mr. Levacy thanked Mr. Davis for his work on the issue.

Mr. Levacy asked who was vocal about the numbers.

Mr. Davis replied he believed it was Martina Brown from Perry County. But he also mentioned there were several people who were not as heavily involved in negotiations to be catching up to what the commissioners from all counties had decided.

- CARES Act Funds

There have been some adjustments to the planning tool, as there are often adjustments as more information is known and finalized.

The planning tool shows about \$5.6 M of expenditures in queue and under review. Some minor adjustments are in progress for a future resolution to reflect the most current information available relative to State Controlling Board released amounts.

Mr. Davis commented on how Mr. Fix's status as a board member of CCAO motivated CCAO to lean heavier into this. He stated he was certain the Mr. Fix's participation significantly affected the timeline.

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- Administration and Budget Update/Carri's List

- a. Announcements & Date Reminders

- Announcements

- Anyone can email or text a question anytime:

- Carri.Brown@FairfieldCountyOhio.gov or (740) 777-8552

- Date Reminders

- September 24 – Virtual Leadership Conference – with Marc Fishel and Others

- October 5 – HVAC Training to be held at the Workforce Center

- October 13 - Budget Hearings Begin

- October 16 – Offices Closed

- October 20 – Wear purple to support those recovering from domestic violence; send pictures to snixon-stoughton@lancasterlh.org

- October 27 – Tour MAGNA

- b. Highlights of Resolutions

- Dr. Brown highlighted the resolutions. There was *one* contractual resolution to approve a change order for the 2020 Pavement Markings Project.

- There were 29 additional *financial and grant related resolutions* to approve (bringing the agenda total to 30):

- An account to account transfer of appropriations for Sheriff's Office radios for COVID vehicles to be reimbursed with CARES Act funds eventually;
      - A fund to fund transfer for grant accounting for the Prosecutor's Office;
      - Memo transactions relating to three projects (Liberty 45, Resurfacing, and the Election House Road intersection project) for the County Engineer (three resolutions);
      - A resolution to authorize the disposal of obsolete vehicles and equipment within the Fairfield County Engineer's Office by public auction;
      - A resolution authorizing certifying Drainage Maintenance Districts to the Fairfield County Auditor's Office; Christina Foster in the Commissioners' Office prepared this traditional ditch maintenance district resolution for certification on Tuesday. This is based on the County Auditor prepared schedule that is reviewed by the County Engineer. There may be some adjustments. For example, we are aware of additional conversations regarding future adjustments, and Eric McCrady from the County Engineer's Office reported how there are some meetings scheduled later (in 2020) that will likely result in some adjustments (in 2021) relating to needs for DMDs and such needs are being researched now;

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- Grant approvals for CFLP (two resolutions); we are appreciative of how the partners have come together and stayed within the CFLP budget; on a related note we are aware that Community Action will be focusing glass recycling to eight main areas throughout the county beginning in November for efficiency, safety, and sustainability purposes; they will be conducting multiple communications about this matter;
- A resolution to support the return of a BWC refund from an old grant for DR Court;
- Two resolutions for account to account transfer of appropriations for the Sheriff to properly classify expenditures, and a resolution for a memo receipt and expenditure for the donation of the vehicle dedicated to the Canal Winchester coverage (for a total of three resolutions);
- Repayment of an advance by Juvenile Court;
- Appropriations from unappropriated funds for DD (two resolutions) and one for the general fund for Juvenile Court transport vehicles designed to combat the COVID virus (which will be reimbursed by CARES Act resources) – for three resolutions in this group;
- Corrections (memo transactions for the Cyber grant, reimbursing the general fund) for the Board of Elections, as forecasted last week;
- Reimbursements by operation of law and movement of funds for JFS (six resolutions for multiple program areas) and a resolution for an account to account transfer of appropriations (for a total of seven resolutions);
- A resolution to authorize the establishment of a new fund for the OCJS-State Coronavirus Emergency Supplemental Funding program, relating to a Department of Justice Grant, 2020-CE-CTF-2025, CFDA # 16.034, to establish a budget for the grant project, and approval of an advance from the General Fund;
- A resolution authorizing the disposal of copier by internet auction with Gov Deals, Inc for the Fairfield County Dog Shelter; and
- The approval of bills above \$100,000.

In addition, we had a resolution for appropriations from unappropriated funds for HVAC improvements to fight the COVID-19 virus (to be reimbursed by CARES Act funds).

In queue, there were financial and contracting resolutions at various stages of progress.

*Update from Chief Lape*

Mr. Davis asked Mr. Lape if he had any updates.

Chief Lape replied that today they have several individuals who are in quarantine (at the jail) who will be coming out of quarantine (at the jail).

Mr. Davis stated that in another meeting, Chief Lape mentioned how supportive the Commissioners have been of the Sheriff's Office, and he stated he appreciated Chief saying that.

c. Administrative Approvals, Program, & Budget Update

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Administrative Approvals and Update

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

Budget Update

*Budget Hearings*

Budget hearings are already scheduled. They begin on October 13.

*Sales Tax Revenue*

Recap about sales tax revenues: Sales tax revenues for the sales of July, not including auto sales, are estimated at \$1,581,791, or about 12% above the previous year's non-auto sales tax revenues.

To meet a 2% increase over last year for this same month, auto sales tax revenues need to be \$230,461. The estimate for the auto sales tax for the sales of July is \$397,787, bringing the full estimate for the month to \$1,979,578, or about a 12.6% increase over last year.

With the deposits received thus far, we are tracking a 2% increase over the prior year. With the amounts to be received in October, we will be tracking about a 3% increase over the prior year.

Mr. Davis stated that statewide the sales tax is projected to see an increase for this time at 4%; in Fairfield County it is projected at 12%. This is very unusual. He pondered some of the reasons this phenomenon could be occurring, with one reason being that residents might be spending more money closer to home, given they are not traveling as much (even to Ohio destinations).

*Conveyance Fees and Casino Revenues*

Conveyance fees are tracking at a 12% increase for the year to date, and as of the end of August, collections are 91% of the projection.

Casino fees are now \$958,128, and we will receive the revenues from July, August, and September in November. We adjusted our planning tool to \$1.2 M, down from the normal estimate of about \$1.75 M.

*Federal Coronavirus Emergency Grant (for Courts and Sheriff)*

We have completed most of the work for the Federal Coronavirus emergency funding in support of Courts and the Sheriff. There may be some final reporting requirements.

With this Federal grant, we have successfully drawn down \$57,947.90 as reimbursement, which will be used to repay the general fund amounts that were advanced for antibody testing and technology to support the response to the pandemic.

d. BRAVOS

Thank you to officials at Juvenile Court, including Michael Orlando and Leanna Schaffer, for their partnership in managing a state grant fund, the counterpart to the Federal grant noted above.

BRAVO to Aunie Cordle and Jon Kochis. They are joining Carri Brown in taking the NACO High Performance Leader Courses sponsored by NACO. Next year, we are encouraging all directors and managers to take this course (if their

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supervisor approves them to take the course). NACO helps with scholarships. There are useful concepts explored that will help the county as an organization implement change.

Thanks in advance to everyone for attending the annual Leadership Conference. The county will receive a credit of \$18,085.00 from CORSA for the conduct of the conference.

Bravo to the Career Readiness program. There are 62% of high school graduates in Fairfield County that do not receive at least a 2-year degree after high school. Our Career Readiness program addresses this by introducing students to local students to local careers and making sure they have essential job skills for employment. Our two Career Navigators helped 162 students achieve a Career Readiness Endorsement this year to show they are ready to start a career. Great job to Rick Szabrak and everyone engaged in the Career Readiness program.

*Additional Comment about Sales Tax Revenues*

Mr. Levacy stated that dealerships are talking about a potential vehicle shortage which may affect the sales tax revenues down the road.

*Additional Comment about Ditch Maintenance Districts*

Mr. McCrady provided an update on the drainage maintenance districts. They are working with Ed Laramie and Dr. Brown to update replacement costs to make sure there are sufficient funds to make necessary repairs. They will be coming forward in the following year to revise information for some of the districts.

- Old Business

- a. Strategic Plan Review

We are on track with our 2020 plan, except for flooring improvements and some capital expenditures we have tasked forward to 2021 as we have conserved general fund resources and are working on utilities improvements.

We have adjusted the strategic plan for actions to mitigate and respond to the pandemic, and of course, responding to and mitigating the effects of the pandemic have been key activities for all departments.

During 2021 and 2022, our planning and updates will continue for a refreshed county strategic plan for 2023-2026.

- New Business

- a. Update from the CCAO Board Meeting – September 18, 2020

CCAO believes that SB 357 will be moving forward soon, likely prior to the end of September.

Also, CCAO requested that Commissioner Fix lead a subcommittee to develop a strategic plan for CCAO next year to carry the organization through 2025.

CCAO recently issued its legislative guide for 2020. Commissioner Davis stated we should keep an eye on the indigent defense reimbursement rate.

- General Correspondence Received

- a. Vacation Petition Received the City of Pickerington – 192.632 acres from Violet Township to Pickerington – Muni to Muni Annexation (with subject matter experts for review)

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- b. TID Agenda for Thursday, September 24<sup>th</sup>
- Calendar Review/Invitations Received (none)
- FYI
  - a. Jail Population – 256
  - b. Public records requests can be made to [Rachel.Elsea@fairfieldcountyohio.gov](mailto:Rachel.Elsea@fairfieldcountyohio.gov) or [Carri.Brown@fairfieldcountyohio.gov](mailto:Carri.Brown@fairfieldcountyohio.gov)
- Update on CFLP Grant resolutions

Ms. Kolometz stated there were no big purchases this year as they have other large projects going on. She reported that Community Action is doing well. There are a lot of changes happening with new grants. They have received good feedback about the new dumpsters. She appreciates the Commissioners' support.

For glass recycling, beginning in November, there will be some locations which will no longer accept glass pick up for recycling. Those locations will have signage with new locations that are accepting glass. They will also use social media, roundtables, and newsletters to spread the word.

Ms. Valentine reported their grant request was the same as usual and within the overall CFLP budget.

Deputy Hummel reported he works well with Community Action and the Health Department. They came in under the request of Ms. Carol Phillips.

Mr. Davis congratulated Deputy Hummel on being recognized as Deputy of the Year.

### **Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 22, 2020, beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Chief Lape, Jon Slater, Amy Brown-Thompson, Joshua Horacek, Deputy Hummel, Jen Valentine, and Jennifer Kolometz. Joining via teleconference were Jim Bahnsen, CJ Roberts, Aunie Cordle, Dennis Keller, Diana Steckman, Donna Fox-Moore, Jeff Barron, Jeff Porter, Jim Shaw, Mark Conrad, Eric McCrady, Rick Szabrak, Stephanie Fyffe, Chris Wagner, Nikki Drake

### **Pledge of Allegiance**

Commissioner Davis led everyone in the pledge of allegiance.

### **Announcements**

Commissioner Davis asked if there were any announcements.

### **Public Comment**

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

### **Approval of Minutes for Tuesday, September 15, 2020**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, September 15, 2020 Regular Meeting.

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

**Approval of the Commissioners' 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:

- 2020-09.22.a      A resolution authorizing certifying Drainage Maintenance Districts to the Fairfield County Auditor's Office - Commissioners' Office. [Commissioners]
- 2020-09.22.b      A resolution approving an account to account transfer in major object expense category, General Fund# 1001 – Fairfield County Commissioners [Commissioners]
- 2020-09.22.c      A resolution to appropriate from unappropriated funds in a major expenditure object category for fund# 1001 - Fairfield County Commissioners/Facilities [Commissioners]
- 2020-09.22.d      A resolution to approve the Fiscal Year 2021 CFLP Solid Waste District Recycling Services and Recycling & Litter Prevention Grant Application for Fairfield County. [Community Action]
- 2020-09.22.e      A resolution approving the submission of the Fiscal Year 2021 CFLP Litter Law Enforcement and Solid Waste Enforcement Grant Applications to CFLP. [Commissioners]

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

**Approval of the Board of Developmental Disabilities Resolutions**

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

- 2020-09.22.f      A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2060, Fairfield County Board of DD [Board of Developmental Disabilities]
- 2020-09.22.g      A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2060, Fairfield County Board of DD [Board of Developmental Disabilities]

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

**Approval of the Dog Shelter Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Dog Shelter resolution authorizing the disposal of copier by internet auction with Gov Deals, Inc.; see resolution 2020-09.22.h.

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

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**Approval of the Domestic Relations Court Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Domestic Relations Court resolution to approve a reimbursement of BWC refunds and to appropriate from unappropriated in a major expenditure object category to Fund #2797 Safe Havens; Supervised Visitation and Safe Exchange Grant Program; see resolution 2020-09.22.i.

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

**Approval of the Board of Elections Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Board of Elections resolution to approving account to account transfers in a major object expense category and memo transactions relating to the Cyber Grant Fund #2861; see resolution 2020-09.22.j.

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

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

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

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| 2020-09.22.k | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 33A/Election House [Engineer]                |
| 2020-09.22.l | A resolution to authorize the disposal of obsolete vehicles and equipment within the Fairfield County Engineer's Office by public auction. [Engineer]                          |
| 2020-09.22.m | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3434 LIB-45 Bridge Replacement Project [Engineer] |
| 2020-09.22.n | A resolution to approve a Change Order for the 2020 Pavement Markings Project. [Engineer]  |
| 2020-09.22.o | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 33A Resurfacing [Engineer]                   |

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

**Approval of JFS Resolutions**

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

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| 2020-09.22.p | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018 [JFS] |
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- 2020-09.22.q A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Sub-Fund 8182 (12207218) reimbursing Fund 2018 [JFS]
- 2020-09.22.r A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2020-09.22.s A resolution approving an account to account transfer Fund 2018 Public Assistance [JFS]
- 2020-09.22.t A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2020-09.22.u A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2020-09.22.v A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Sub Fund 8185 (12207219) reimbursing Fund 2018 [JFS]

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

**Approval of the 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:

- 2020-09.22.w A resolution authorizing the approval of repayment of an advance to the General Fund from Fund #2856 Child Abuse & Neglect Discretionary Fund (QIC) [JUVENILE COURT] [Juvenile/Probate Court]
- 2020-09.22.x A resolution to authorize the establishment of a new fund for the OCJS-State Coronavirus Emergency Supplemental Funding program, relating to a Department of Justice Grant, 2020-CE-CTF-2025, CFDA # 16.034, to establish a budget for the grant project, and approval of an advance from the General Fund [Juvenile/Probate Court]
- 2020-09.22.y A resolution to appropriate from unappropriated funds in a major expenditure object category for fund# 1001 - Fairfield County Juvenile Court [Juvenile/Probate Court]

Discussion: Dr. Brown thanked Judge Vandervoort, Michael Orlando, and LeAnna Schaffer for their leadership in securing and documenting grant projects.

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

**Approval of the Prosecutor's Office Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Prosecutor's Office resolution approving a fund to fund transfer from the Prosecutor's Local Match Allocation to Fund 2784 (subfund 8214) for grant year 2020/2021; see resolution 2020-09.22.z.

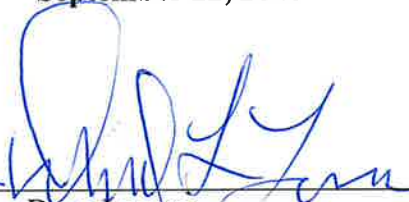
Roll call vote of the motion resulted as follows:  
Voting aye thereon: Dave Levacy and Steve Davis  
Absent: Jeff Fix



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\*Approved on September 24, 2020

  
Steven A. Davis  
Commissioner

  
Dave Levacy  
Commissioner

  
Jeff Fix  
Commissioner

  
Rachel A Elsea, Clerk