

**Regular Meeting #2 - 2014
Fairfield County Commissioners' Office
January 14, 2014**

Review

The Commissioners met at 9:01 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Brian Kuhn, Julie Noyes, Ursula LaVeck, Jeff Barron, Dennis Keller, and Greg Eyerman.

Mr. Kiger stated the Commissioners would first hold an executive session regarding pending litigation.

Executive Session to discuss Pending Litigation

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Pending Litigation at 9:01 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, a representative from the Fairfield County Visitors and Convention Bureau, and Rachel Elsea.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 9:14 a.m.

Review Continued

The Commissioners met at 9:15 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Ursula LaVeck, Brian Kuhn, Jeff Barron, Julie Noyes, Dennis Keller, David Miller, Ray Stemen, Dennis Schwallie, and Bob Clark.

- **Legal Update**

Mr. Dolin stated he did not have a legal update.

- **Administration and Budget Updates/Carri's List**

- a. Sunshine Review, Follow-on, new page to add

Ms. Brown stated that throughout 2013 one of the communication goals was to improve the transparency of records and web pages from the

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perspective of accessibility and user-friendliness. After working extensively with the communication work group, including our Ohio University intern, Wes Spencer, we approached the independent reviewer, Ballotpedia, and requested a Sunshine Review using that organization's standard approach.

We are pleased to report that the grade for Fairfield County is now an A-. Ms. Brown reported that this is a dramatic improvement, and it demonstrates that the work we were accomplishing with communications was right on target. With the review, the contact information for administrative officials was available but not easily found. We have created a new page to add to make this information easy to find.

Further, the administrative team has created a Sunshine Review checklist to keep the pages updated. Ms. Brown provided thanks to the communications work group for their hard work. We are in the mode of transition for Rachel Elsea to serve as the point of contact to manage the checklist activities, which is designed as a monitoring tool to maintain transparency and website updates.

b. Architect Contract

Ms. Brown reported that following the reorganizational meeting, Jason Dolin, Dennis Keller, and she met to review aspects of the Architect contract for the jail project. This contract should be proposed for approval by the end of the quarter. Following that step, there will be project management core group meetings, with Dennis Keller leading that group. Prosecutor Marx has indicated that he would appoint a first point of contact for legal issues. We are appreciative of the energy and enthusiasm surrounding the jail project. There are several other interested participants, and we will create subgroups with subject matter experts as needed. Ms. Brown thanked Mr. Keller for his work and perspective and also Mr. Dolin for his help in the early phase of pre-design.

c. Budget Review Process, Quarterly Update

Ms. Brown stated for 2014, there are quarterly placeholders for budget review meetings with Carri Brown, Staci Knisley, and the three Commissioners, as part of regular meetings. There will be budget monitoring presentations.

Mr. Davis stated he confirmed the carryover from 2013 with Ms. Knisley earlier in the morning and that that number was \$11,300,000. The projections were right on target.

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Ms. Brown added that we are very appreciative of everyone shoring up their processes on purchase orders. Following correct procedures makes a difference for the carry over cash. Mr. Davis stated this was very good, specifically noting the reduction of carry over purchase orders against the \$2,000,000 backdrop from the past.

Meeting with Dennis Schwallie regarding the Fairfield County Airport Note Renewal

The Commissioners met at 9:23 a.m. regarding the Fairfield County Airport Note Renewal. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Ursula LaVeck, Brian Kuhn, Jeff Barron, Julie Noyes, Dennis Keller, David Miller, Ray Stemen, Dennis Schwallie, and Bob Clark.

Mr. Schwallie stated the Commissioners would later be voting on the renewal of the airport note. This is a general fund obligation.

Mr. Davis asked what the principle was.

Mr. Schwallie stated it was \$1,195,000.

Mr. Kiger asked if they renew the note each year to save on interest rates.

Mr. Schwallie stated that was correct.

The Commissioners signed the respective documentation for the renewal and each indicated their approval of renewing the note.

Review Continued

The Commissioners met at 9:27 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Ursula LaVeck, Brian Kuhn, Jeff Barron, Julie Noyes, Dennis Keller, David Miller, Ray Stemen, Dennis Schwallie, Michael Orlando, Tony Vogel, Jon Slater, and Bob Clark.

- **Administration and Budget Updates/Carri's List**

- d. Workgroup Templates

Ms. Brown reported that for our 2014 work groups, she will design a template for reporting progress as a way to to be helpful to each group.

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She will also create a one-page informational chart for a snapshot of the issues being addressed. First reports will be made at the end of the first quarter. The Commissioners were all in agreement to move forward with the templates.

e. Public Input for Clarence E. Miller Building, Plan

Carri Brown reported one of the work groups will be addressing storage space, which is connected to use of buildings. We are also thinking about how to accept input about repurposing or dealing with the Clarence E Miller Building. This work has begun, and if anyone has specific ideas, please let Carri Brown or Dennis Keller know of those ideas. A summary of the initial plan will be presented.

Mr. Kiger asked Mr. Davis if he wanted to reach out to the Clarence E. Miller family again.

Mr. Davis stated he could do that and also stated he wants to look at all options for the building, aside from just repurposing, in order to be fiscally responsible. Options, for example, include demolition.

Mr. Kiger asked Mr. Keller to see if the building was on the historic registry. Mr. Keller did not believe the building was on the historic registry but would double check.

f. State of the County Address, Brainstorming

Ms. Brown reminded everyone that the State of the County Address will be March 25 at Liberty Center. She will begin connecting with the Commissioners and others individually to obtain input. In February, there will be emails and possibly a survey to allow for broad input. In addition to gathering input about the content, there is a need to determine the production vendor (which has historically been rotated among two vendors) and the Chamber host.

Mr. Kiger stated he thought they said they'd go with the Lancaster/Fairfield County Chamber to host.

Mr. Davis stated they should offer it to the Lancaster/Fairfield County Chamber and that he was fine with rotating the production companies. The commissioners had consensus about that approach and commented on the excellent work of the Bremen Chamber and InnerPhase Video with last year's address.

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Mr. Davis commented that thematically, 2013 was a big idea year and he thinks 2014 should be spent doing the work of the people, brick by brick, and one step at a time.

Mr. Kiger agreed.

Mr. Levacy stated he preferred the food service from last year's State of the County.

Mr. Kiger suggested they do the past, present, and future model.

Mr. Levacy asked that they allow Ms. Brown some leeway in coming up with new program format ideas.

g. January 22 – Auditor, IT, Treasurer, Commissioners Connections

Ms. Brown reported on January 22, a Connections Meeting will be held. These meetings were successful work sessions in 2013 and all participants want to continue them. Draft agenda topics for January include the Going the Extra Mile electronic employee recognition effort, wireless access of the Internet in buildings, vendor information placed on the Intranet, and other practices. Agenda items are welcome – just let Carri Brown know of suggestions.

Mr. Levacy stated it was great that the County was moving forward on the technology front and supported the electronic efforts for employee recognition.

h. January 21 – Administrative Team Strategic Planning Session

Ms. Brown stated on January 31, the administrative team will be conducting a planning session for team goals at the Reese Peters House. As a point of reference, the Reese Peters House is available for meetings, and they have been very accommodating. Holding meetings at the Reese Peters House brings about additional awareness for the Decorative Arts Center of Ohio.

- Old Business

- a. Energy Aggregation Update

Ms. Elsea reported that the meeting last Thursday went well. About nine people attended, representing three entities. There are six interested entities. The next step is for the entities to pass the ballot language. A representative from Palmer was on the phone to provide an overview of

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the program and answer questions. The next meeting will be held on February 4th, prior to the RPC meeting, with a representative from Palmer attending.

b. Baltimore Sanitary Sewer Improvement Project

Ms. Brown stated that a letter from Baltimore was in the packet listing the specific description and construction. She suggested the Commissioners review the letter to see if they had any questions prior to taking additional action. Mr. Kiger said they would review it for next week.

- New Business

a. Board Vacancies for 2014

Ms. Elsea reported that there was a spreadsheet in the packet outlining the vacancies that would need addressed this year. These are vacancies relating to appointments that are made by the Board of Commissioners. For example, Fairfield DD has three vacancies (two of which would like to be reappointed) and one new opening. For the new opening, a resume from Ms. Sharon Scruggs has been received. Ms. Elsea said she would prepare resolutions for next Tuesday provided the Commissioners have no objections.

Mr. Levacy asked that Ms. Scruggs come in for a brief interview next week. Ms. Elsea stated she would set that up.

Additionally, the Law Library Resource Board has a vacancy. She suggested asking the Bar Association to send out an e-blast to see if there is any interest, and this was an agreed upon action.

Mr. Davis stated he had a conversation with Judge Clark who expressed his tremendous respect for county leadership with the Auditor and Commissioners' offices. Judge Clark was appreciative of the help and support he has received during his time in serving as Interim Clerk of Courts. Judge Clark would like to find a way to continue his involvement in the county after he has finished his service as Interim Clerk of Courts. Mr. Davis assured him the Board would keep him on the short list for any board vacancies or opportunities that may open up and be of interest to Judge Clark.

Mr. Kiger stated that Judge Clark is doing a great job.

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b. Planning for new Clerk of Courts Swearing-in

Ms. Elsea reported that she had been in touch with the Board of Elections regarding the process of swearing-in a new Clerk of Courts. Once the central committee makes its appointment, the name of the appointee will be forwarded to the Board of Elections for appropriate documentation. The Board of Elections will prepare the necessary forms for the Secretary of State and deliver those forms with the required \$5 fee. The Secretary of State then does his part, and the Governor will sign the certificate. Once the certificate is returned to the Clerk of Courts office, the new Clerk can be sworn in.

Mr. Davis asked that Ms. Elsea touch base with both candidates to make them aware of the process. He mentioned that in his view, the race among the two candidates is a close one, and the outcome of the appointment is one to watch.

- General Correspondence Received

a. GFOA Certificate of Achievement for Excellence in Financial Reporting in 2012 to Jon Slater (note of congratulations prepared)

Ms. Brown congratulated Auditor Slater and noted this was the 24th year the office had received the award. Mr. Slater congratulated all of the staff and fiscal officers throughout the county as they play an integral role in financial reporting.

b. Bluegrass Pipeline Community Grant Program (resubmitting grants for January 31 deadline)

Ms. Brown stated she obtained a list of the first round grantees which are concentrated in Appalachia.

Mr. Davis stated he had a high level of confidence that these grants will work out.

Ms. Brown indicated that the grants would be resubmitted. There are three additional rounds of grant awards this year.

c. CTL Engineering – Notice of communications tower installation on Carroll Southern Road

d. CTL Engineering – Notice of communications tower installation on Heimberger Lane, Baltimore

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- e. CTL Engineering – Notice of communications tower installation on Whiley Ave, Lancaster
- f. CFLP Agenda for Friday, January 24th
- g. Casino Revenue Report

Ms. Brown stated that \$1.62 million continues to be a viable estimate for 2014, given what we know today. In thinking about the estimates for 2014, we have considered competition, uncertainty, and multiple factors in setting the estimate. The 2013 revenues were \$1.67, with not all casinos in full operation. We will continue to monitor the revenue source.

Mr. Davis echoed Ms. Brown's thoughts and stated that the 2013 amount was not based on all four casinos being open the entire year. He thanked Ms. Brown and Ms. Knisley for their work on the budgeting process and said he continued to have confidence in the estimate.

Mr. Slater added that the Ohio Department of Taxation released their total estimation in the aggregate for 2014 as well. He also had confidence in the estimate.

- Calendar Review/Invitations Received

- a. Pickerington Chamber Lunch – Thursday, January 16th at 11:30 a.m.
- b. Lancaster Fairfield County Chamber Dinner – Saturday, January 25th at 5:00 p.m. at Fisher Catholic High School

Commissioner Levacy will attend.

- c. Quarterly appearances on WFCO 90.9 Community Accent

Ms. Elsea will let WFCO know the Commissioners will do this and will also reach out to WLOH to see if they would like quarterly appearances as well.

- d. DiscoverU Ribbon Cutting and Grand opening – TODAY – 12:00 p.m. at the mall (Rachel will attend)
- e. 14th Annual Ohio Farmland Preservation Summit – February 6th (Jonathan Ferbrache will attend)

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- f. Pickerington Chamber Dinner – Saturday – February 8th at 5:30 p.m. at Hickory Lakes

Mr. Kiger asked that this be on the agenda next week to review for attendance.

- g. Red Cross Heroes Breakfast – Wednesday, February 12th at 7:30 a.m. at the Eagles.

All Commissioners will attend along with Ms. Brown.

Commissioner Kiger stated at 9:26 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, January 14, 2014 beginning at 10:04 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Jason Dolin, Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Branden Meyer, Holly Mattei, Mary Beth Lane, Michael Orlando, Ray Stemen, Ursula LaVeck, Tony Vogel, Julie Noyes, Jeff Barron, Jon Slater, Linda Kauffman, Bill Miller, Jeremiah Upp, Brian Kuhn, David Miller, Bob Clark, Dennis Keller, and Dennis Schwallie.

Pledge of Allegiance

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

Announcements

Commissioner Kiger asked Ms. Elsea if there were any announcements. Ms. Elsea stated there were no announcements

Public Comment

Commissioner Kiger asked if anyone from the public who would like to speak or offer comments. No public comments were made.

Approval of Minutes for Tuesday, December 17, 2013 and Monday, January 13, 2014.

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On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, December 17, 2013 and Monday, January 13, 2014.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Auditor's Office Resolutions

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

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|--------------|---|
| 2014-01.14.a | A resolution authorizing a fund to fund transfer. [INSURANCE 7671 TO GENERAL 1001] [Auditor- Payroll] |
| 2014-01.14.b | A resolution approving an account to account transfer into a major expense category for Auditor/Information Technology [Auditor- Admin] |

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Clerk of Courts – Title Office Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Clerk of Courts – Title Office resolution to approve a fund to fund transfer from Clerk of Courts Title Fund #2326 to the General Fund #1001; see resolution 2014-01.14.c.

Discussion: Ms. Brown stated this was a surplus transfer from the title fund to the general fund following the 2013 year end examination of carry over. The funds exists within fund number 2326, which is the Clerk of Courts Title fund, and the excess may be transferred to the county general fund when the Board of Commissioners and County Clerk of Courts agree upon this fund to fund transfer. This is a transfer estimated for the year. There were meetings with the Clerk of Courts and staff to examine the funds, and the agreement was obtained and reflected within the 2014 budget documents. Mr. Davis asked what the balance was. Ms. Brown stated that after the transfer, the carry over balance exceeded \$400,000. Ms. Knisley agreed and added that the cash carryover at the end of last year was over \$900,000. Mr. Davis asked if both the Clerk of Courts and Commissioners have to be in agreement to do a surplus transfer. Mr. Brown stated they did and were in agreement. Mr. Davis expressed his sincere appreciation toward Judge Clark and added this is a step in the right direction.

Roll call vote of the motion resulted as follows:

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Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Commissioners' Office Resolutions

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

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|--------------|--|
| 2014-01.14.d | A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of September 15, 2013 through October 15, 2013 [Commissioners] |
| 2014-01.14.e | A resolution authorizing the 2014 allocation to the Fairfield County Municipal Court [Commissioners] |
| 2014-01.14.f | A resolution authorizing a fund to fund transfer for the 2014 Allocation – Fairfield 33 Development Alliance [Commissioners] |
| 2014-01.14.g | A resolution authorizing a fund to fund transfer for Fairfield County Job and Family Services – 1st Quarter 2014 Allocation - Fairfield County Commissioners [Commissioners] |
| 2014-01.14.h | A resolution authorizing a fund to fund transfer for the 2014 Allocation, 1st half – Fairfield County Regional Planning Commission (RPC) - Fairfield County Commissioners [Commissioners] |
| 2014-01.14.i | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners] |
| 2014-01.14.j | A resolution authorizing the approval of repayment of an advance to the General Fund from the AIMS grant fund# 2796 [Commissioners] |
| 2014-01.14.k | A resolution authorizing a fund to fund transfer for the 1st Quarter 2014 Allocation for the Multi County Juvenile Detention Center (MCJDC) -Fairfield County Commissioners [Commissioners] |
| 2014-01.14.l | A resolution authorizing a fund to fund transfer for the 1st half 2014 Allocation for Soil & Water -Fairfield County Commissioners [Commissioners] |
| 2014-01.14.m | A resolution authorizing a fund to fund transfer for the 1st half 2014 |

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Allocation for Fairfield County Engineer - Fairfield County
Commissioners [Commissioners]

- 2014-01.14.n A resolution authorizing a fund to fund transfer for the 1st half 2014
Allocation for Fairfield County GIS - Fairfield County
Commissioners [Commissioners]
- 2014-01.14.o A resolution authorizing a fund to fund transfer to the Fairfield
County Family Adult Children First Council for Multi-Youth
Committee - 1st Quarter 2014 Allocation - Fairfield County
Commissioners [Commissioners]
- 2014-01.14.p A resolution authorizing a fund to fund transfer for the 2014 grant
match for the Fairfield County Emergency Management Agency
(EMA)-Fairfield County Commissioners [Commissioners]
- 2014-01.14.q A resolution to approve to rescind Resolution # 2013-05.07.; to
amend the certificate, account to account, and fund to fund transfer
for HFRS-2 asphalt emulsion 2013 chip/seal project.
[Commissioners]
- 2014-01.14.r A resolution approving an account to account transfer in a major
object expense category – Fairfield County Commissioners/911
Radio Room [Commissioners]
- 2014-01.14.s A resolution to approve a fund to fund transfer from the General
Fund #1001 to the Flexible Spending Account Fund # 7680,
Managed by the County Auditor[Fairfield County Commissioners]
[Commissioners]
- 2014-01.14.t A resolution to appropriate from unappropriated in major
expenditure object category for the Fairfield County Airport –
FY2013 FAA grant Fund # 3011, subfund# 8054 [Commissioners]
- 2014-01.14.u A resolution to ratify the approval of financial resolutions previously
approved outside of a regular meeting. [Commissioners]
- 2014-01.14.v A resolution to ratify the approval of payment of debt service for the
Utilities Department. [Commissioners]
- 2014-01.14.w A resolution to ratify the Payment of Bills, check date January 9,
2014. [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

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Approval of the Commissioners Office – Lancaster City Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners Office – Lancaster City resolutions:

2014-01.14.x A resolution approving a contract with the City of Lancaster and the Board of Commissioners, for Criminal Prosecution Services & Appropriate from Unappropriated into a major expenditure category in the General Fund [Commissioners]

2014-01.14.y A resolution authorizing the 2014 allocation to the Lancaster Public Transit for 2014 - Fairfield County Commissioners [Commissioners]

Discussion: Mr. Davis stated he received a letter from the City of Lancaster at the end of December ending his relationship with them, but since he remained out of the discussions and deliberations, and out of an abundance of caution, he would abstain from these two resolutions. He has discussed the situation with legal counsel and is free to participate in future discussions.

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

Approval of the Economic Development Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Economic Development resolution authorizing disbursal of funds from the Fairfield County Economic Development Administration Revolving Loan Fund Program RLF/EDA; see resolution 2014-01.14.z.

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

Approval of the Emergency Management Agency Resolutions

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

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- 2014-01.14.aa A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for EMA fund 2724 (subfund 8050) CCP Grant FY11. [EMA]
- 2014-01.14.bb A resolution to appropriate from unappropriated in a major expenditure object category EMA Fund 2649 (subfund 8035) FEMA Grant – Disaster 4077 [EMA]

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

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:

- 2014-01.14.cc A Resolution to Approve the Contract with PDK Construction, Inc. for the FAI-GR2014 2014 Guardrail Repair/Improvement Project. [Engineer]
- 2014-01.14.dd A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3434 for CLE-08 bridge replacement project. [Engineer]
- 2014-01.14.ee A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for Lancaster Fairfield County Chamber of Commerce membership 2013 & 2014 [Engineer]
- 2014-01.14.ff A resolution to approve a Change Order for the HOC-30, FAI-TR148-5.67 Westfall Road over a Tributary to Muddy Prairie Bridge Replacement Project. [Engineer]
- 2014-01.14.gg A resolution to authorize renewal of the Federally Mandated Alcohol and Substance Abuse Program Agreement. [Engineer]
- 2014-01.14.hh A Resolution to Approve an LPA Federal Project Agreement with ODOT for the HOC-26 Bridge Replacement Project. [Engineer]
- 2014-01.14.ii A Resolution to Approve Advertising for the VIO-43 Taylor Road Bridge Replacement Project. [Engineer]
- 2014-01.14.jj A Resolution to Approve Advertising by the County Engineer to Sell Scrap Metal and Aluminum. [Engineer]

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2014-01.14.kk A resolution to approve a License Agreement between ODOT and Fairfield County. [Engineer]

2014-01.14.ll A Resolution to Approve the Notice to Commence [Engineer]

Discussion: Mr. Upp stated that resolution 2014-01.14.dd deals with a chamber membership that the Engineer pays out of their account due to required training.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Fairfield-Hocking Major Crimes Unit Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Fairfield-Hocking Major Crimes Unit resolutions:

2014-01.14.mm A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 2764. Fairfield-Hocking Major Crimes Unit [Prosecutor- Major Crimes Unit]

2014-01.14.nn A resolution to appropriate from unappropriated in a major expenditure object category for Fund 2764 – 2013 JAG Grant. Fairfield-Hocking Major Crimes Unit. [Prosecutor- Major Crimes Unit]

2014-01.14.oo A resolution authorizing the reduction in major expenditure object category appropriations and to align with estimated receipts. [Fairfield Hocking Major Crimes Unit – Fund 2765 DLEF Grant] [Prosecutor- Major Crimes Unit]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the JFS Resolutions

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

2014-01.14.pp A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Othman Transit, LTD, d.b.a. Metro Access Transit [JFS]

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- 2014-01.14.qq A resolution updating Receipts, Issuing an Amended Certificate, and Adjusting Appropriations – Job and Family Services, Fund 2813 [JFS]
- 2014-01.14.rr A resolution regarding approval of four (4) operating lease agreements between Gordon Flesch Company, Inc., and Job & Family Services [JFS]
- 2014-01.14.ss A resolution regarding a Purchase of Service Contract between Daily Services, Inc., d.b.a. i-Force and Job & Family Services, the Child Support Enforcement Agency Division [JFS]
- 2014-01.14.tt A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Dublin Express Transport Solutions, LTD, d.b.a. Wheels To Go [JFS]
- 2014-01.14.uu A resolution regarding approval of five (5) operating lease agreements between Modern Office Methods, Inc., and Job & Family Services [JFS]
- 2014-01.14.vv A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and MSV Express, Inc. [JFS]
- 2014-01.14.ww A resolution regarding approval of a Purchase of Service Contract by and between Fairfield County Job & Family Services, and Fairfield Center for disAbilities and Cerebral Palsy, Inc. [JFS]

Discussion: Mr. Kiger asked if resolution 2014-01.14.pp was a new contract. Mr. Orlando stated that it was and all the contracts were relating to either transportation services, copier leases, or other services. The new vendor was derived from the competitive bid process. Ms. LaVeck added that the new contract was the most compliant with the monitoring regulations that were recently reviewed.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Soil and Water Conservation District Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Soil and Water Conservation District resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 61779300 - Fairfield Soil & Water Conservation District Buckeye Lake Nutrient Reduction Project; see resolution 2014-01.14.xx.

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Discussion: Mr. Levacy stated the nutrient reduction project was a major issue due to the blue-green algae. He appreciates SWCD's work on this project.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Utilities Office Resolutions

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

2014-01.14.yy A resolution to authorize the Director of Fairfield County Utilities to sign proposal for evaluation of ground water resources – Bennett and Williams [Utilities]

2014-01.14.zz A resolution to amend the agreement for construction of water and sanitary sewer improvements for Hunters Ridge Development – Walker Corner LLC [Utilities]

Discussion: Mr. Vogel stated that resolution 2014-01.14.yy was for possible sources of water in the Lockville Road area and resolution 2014-01.14.zz was for a development at 256 and 204 that required an extension of the water line as the ODOT maps needed some corrections for the locations.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Payment of Bills Resolution

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

2014-01.14.aaa A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]

2014-01.14.bbb A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval. [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Ms. Elsea announced that the next regular scheduled meeting for the Board of Commissioners will be Tuesday, January 21, 2014 at 10:00 a.m.

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Fairfield County Commissioners' Office
January 14, 2014

Commissioner Kiger stated at 10:19 a.m. the Commission would take a five minute recess followed by the continuation of review in Mr. Kiger's office.

Review Continued

The Commissioners met at 10:26 a.m. to continue to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Julie Noyes, Jeff Barron, Ursula LaVeck, Ray Stemen, Dennis Keller, and David Miller.

- FYI

- a. Prosecutor's Annual FOJ Report
- b. Prosecutor's Law Enforcement Trust Fund Report for 2013
- c. Sheriff's 2013 Annual FOJ Report

Ms. Brown stated the first three documents were required by statute to be provided to the Commissioners.

- d. Probate Itemized Account Fees for 2013

Ms. Brown stated this report does not appear to be required to be sent to the Commissioners, but it has been sent historically as a courtesy. This list of itemized accounts does not specifically reconcile to county or MUNIS records, but the totals are reasonable. The reconciliation differences could be timing or definitional, but as the report is not specifically required, the reasonableness of the report is noted.

- e. Reminder of Building Closing procedures

Ms. Brown reported that the closing procedures were reviewed at the December roundtable and are placed in the packet today as a friendly reminder. There is no suggestion for change.

- f. Notice from ODOT re: US 22 Bridge Replacement over Rush Creek
- g. Notice from Retrieval Technologies re: facility updates

Ms. Brown noted this notification was described in the letter from Retrieval as a required communication..

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h. Thank you from JFS for Holiday Open House

i. Ohio PUCO new area code plan (consistent with roundtable communications)

Ms. Brown reported that it appears more time will be allotted for the change than was initially thought but the communication was consistent with the roundtable communication.

j. Health Department letter to Fairfield DD re: paint colors for pool (DD has submitted as required)

k. New Horizons Youth & Family Center (now known as New Horizons Mental Health Services)

l. Notice of appointment of Fred Strawser as a Fairfield County Park District Commissioner

Commissioner Kiger suggested a note of congratulations be sent to Mr. Strawser, and Rachel Elsea indicated she would prepare a note.

m. LFCAA Stuff-A-Bus press release

Ms. Brown stated she was impressed with the Stuff-A-Bus effort for the community and indicated the offices would participate again if asked.

n. Thank you for Kate Koch Gatch ("The Bike Lady")

Ms. Brown stated that Ms. Gatch collects and donates bikes to adoptive and foster children. A letter and certificate have been sent to Ms. Gatch for her generosity and community partnership. Mr. Levacy added the work she does is amazing.

o. Thank yous to Community Partners (Zebco and Lancaster Community Church)

Ms. Brown stated that certificates and notes of thanks were provided to Zebco and Lancaster Community Church. These community partners provided help and support to us during the water line break at the Government Services Building. Zebco provided equipment, a lift, and Lancaster Community Church provided shelter post the building evacuation. Mr. Levacy thanked Mr. Keller for all of his work and coordination. Ms. Brown mentioned that the EMA notification also worked very well and thanked Mr. Kochis for his work with the notification and with the process of fire watch.

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p. Upcoming ribbon cuttings

q. Letter from the Department of Health Department re: 2659 Elder Road B

Mr. Kiger asked about the letter received from the Health Department.

Ms. Brown reported that Department of Health Department provided a letter for the Commission files about the services of inspection relating to specific nuisance complaints. This letter was provided as an update because a complaint was made to the Board of Commissioners on December 17, 2013, and the complaint was appropriately referred to the Department of Health. Ms. Brown stated that December complaint came from Mr. Kemmer. The letter provided by the Department of Health includes a response to that complaint and a timeline and summary of actions.

r. Ohio EPA Autumn 2013 Newsletter

s. OSU Fairfield County Extension Nov/Dec 2013 Newsletter

t. One Way Farm Shelter for Children December 2013 newsletter

u. UST Pipeline December 2013 Newsletter

Ms. Brown stated there was an additional resolution that needed action. Mr. Kiger asked for the resolution to be presented.

Approval of the Commissioners' Office Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Commissioners' resolution to approve a probationary removal of a Facilities Management employee; see resolution 2014-01.14.ccc.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

- **Issues Bin**

- a. Poll Worker Recruitment (eom February)

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Ms. Brown states she and Ms. Cordle planned to meet. By the end of February, there will be a recommendation. This topic arose as a request from the Board of Elections during budget hearings.

- Open Items

Mr. Kiger thanked the administrative staff for their work in preparing for the meeting and asked about other items of interest.

Ms. Brown stated that there will be an ODOT Stakeholder Meeting on Thursday, February 20th from 1:00 p.m. – 3:00 p.m. This meeting will be hosted by ODOT, but they would like the Commissioners to attend. ODOT will prepare the agenda.

Ms. Brown also reported that she had received correspondence from Mr. McCullough regarding the vaccine clinic held over the weekend. They administered 174 vaccines, 3 dogs were adopted, and 1 dog was redeemed. They continue to do a great job at the Dog Shelter and there are some new procedures and practices under review.

Mr. Kiger stated the CFLP policy committee is usually filled by the President and said he would serve unless Mr. Davis and Mr. Levacy had a desire to. Mr. Davis and Mr. Levacy stated they were fine with him serving.

Ms. Brown stated she had a BWC fact sheet that was particularly useful for managers to review. She provided this fact sheet to the County Auditor's Office for reference and would copy it for each of the Commissioners. This fact sheet describes the modernization of BWC, the plan to optimize the premium collection model. There will be some procedural changes in the near future, but this is a managed process.

Mr. Levacy stated he has reached out to the new ODOT Deputy Director for District 5, David Ray, to congratulate him on his appointment.

Mr. Kiger stated with no further business, the Commission would adjourn, but the Commission would be available for topics to review should something arise.

Adjournment

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn 10:43 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

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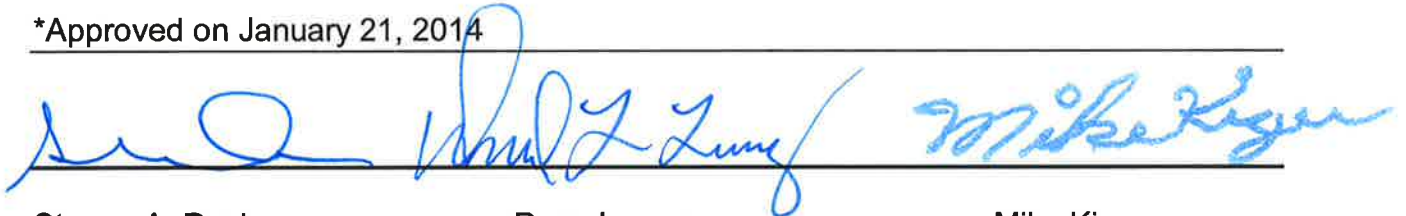
that the January 14, 2014, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on January 21, 2014



Steven A. Davis
Commissioner

Dave Levacy
Commissioner

Mike Kiger
Commissioner


Rachel Elsea, Clerk