

**Regular Meeting #45 - 2020**  
**Fairfield County Commissioners' Office**  
**October 13, 2020**

**Press Conference**

The Commissioners met at 9:00 a.m. to hold a press conference. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Joshua Horacek, Tom Lininger, Sheriff Phalen, Chief Lape, Kyle Witt, Mayor Dave Scheffler, Mayor Lee Gray, Chief Pillar, Chief Chaney, Jane Hanely, Brett Riffle, Chris Wagner, Paul Martin, and Jon Slater. Attending virtually were Amy Brown-Thompson, Jim Bahnsen, Belinda Nebbergall, CJ Roberts, Dave Burgei, Dave Miller, Diana Steckman, Jeff Barron, Jeff Porter, Jeremiah Upp, Larry Hanna, Lisa McKenzie, Mark Conrad, Park Russell, Rick Szabrak, Tony Vogel, Lynnette Barnhart, Angela White, Aunie Cordle,

Mr. Davis spoke of his lack of concern for secure voting in Fairfield County. He applauded the Board of Elections for their COVID protocol. His goal for the press conference is to ensure the residents of Fairfield County that the election will be done without error.

Mr. Levacy stated he had spoken to a great number of people who are concerned with what will happen on election day and the days after. He has heard from many people who participated in early voting that things went extremely well.

Mr. Fix stated this is a different election than they have ever seen due to COVID and the validity of the election being called before the election even begins. He has spoken with the Secretary of State and has every confidence in voting in Ohio. He is very confident in the Fairfield County Board of Elections. He appreciates everyone being in attendance today to ensure a safe and orderly election process.

Mayor Scheffler stated he voted early and was very impressed by the process. He encourages everyone who has concerns with voting on November 3<sup>rd</sup> to vote early. He has no concerns regarding election day, but the City will remain alert and vigilant.

Mayor Gray encouraged everyone to vote. He has every confidence in the Board of Elections and everyone else involved.

Sheriff Phalen stated that many feel this is the most important election of their lifetime with a historic turnout. He commented that historically, there has not been any issue in Fairfield County. The Sheriff's Office is ready for any eventuality but does not see any problems or disruptions.

Chief Lape added there are plans in place should some issue arise. He applauded the Board of Elections for their early voting process.

Mr. Davis stated that any resource the Sheriff's Office needs in the coming weeks will be made available to them.

Mr. Witt stated that the Prosecutor's Office will be ready should there be any issues and will make sure that everyone has their contact information. Public safety is their top priority. He has confidence in the people of Fairfield County that there will be no issues.

Chief Pillar stated he is confident the residents of Fairfield County will do their citizenship right and take care of other people. He mentioned the collaboration among law enforcement.

Chief Chaney echoed Chief Pillar's statements on local law enforcement working together frequently.

Mr. Kochis commented on how many events in one calendar year have been significant. There has not been a time where the public safety community has planned more.

Ms. Hanely stated that they have met with law enforcement and do not have any concerns for election day. She added that early voters can vote within ten minutes of arriving. They have not had any protestors and do not expect any protestors on election day. She also reviewed the cleaning protocol for the department.

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Mr. Riffle thanked everyone in the room for their partnership. He thanked everyone for early voting and is glad to hear they are enjoying the experience.

Mr. Martin stated this is a time of turmoil in the country, but he is grateful to not see that in Fairfield County. He encouraged everyone to vote and feel confident in the community's ability to have a peaceful election and respect the results regardless of what they are.

Dr. Brown stated when you see elected officials come together in the positive way that they are, it sets the stage for the community to respect different points of view or perspectives. It sets the stage for peaceful voting and community collaboration.

Mr. Davis thanked everyone for attending and challenged the residents of Fairfield County to show the country how to have a successful election.

- Resolution in Support of an Orderly and Peaceful Election Process

Fairfield County Commissioners Steve Davis, Dave Levacy, and Jeff Fix held a virtual press conference today, along with the mayors of the City of Lancaster and City of Pickerington. During the press conference, the Commissioners and others expressed appreciation for peaceful protestors who have exercised their first amendment rights. They also commented on their support of the dedicated law enforcement officers who are keeping the county safe. Joining the officials with their appreciation for staff was Sheriff Phalen and many other members of law enforcement. Chief Lape previously reported on how the Sheriff's Office was coordinating with city law enforcement officers, and he affirmed there was excellent communication and cooperation.

As the nation, state, and county approach the presidential election, the officials reminded everyone how important it is to exercise the right to vote. They also expressed pride in citizens who have conducted themselves in polite and courteous ways, even when they disagree.

After discussion, the Commissioners voted on a Resolution in Support of an Orderly and Peaceful Elections Process.

### 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 Commissioners' Office in support of an orderly and peaceful elections process; see resolution 2020-10.13.a.

Roll call vote of the motion resulted as follows:

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

Commissioner Davis stated at 9:23 a.m. that the Commission would take a short recess prior to the beginning of the review meeting.

### Review

The Commissioners met at 9:27 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, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Joshua Horacek, Tom Lininger, Chief Lape, Jon Slater, Kyle Witt, Chris Wagner. Attending virtually were Amy Brown-Thompson, Angela White, Aunie Cordle, Jim Bahnsen, CJ Roberts, Dave Burgei, David Miller, Diana Steckman, Jeff Barron, Jeff Porter, Jeremiah Upp, Lisa McKenzie, Lynette Barnhart, Mark Conrad, Nikki Drake, Park Russell, Rick Szabrak, and Toney Vogel, Tony Ashton,

- Welcome

Commissioner Davis welcomed everyone to the meeting.

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- COVID-19 Update

Jon Kochis, EMA Director, provided an update on the COVID-19 responses. While the advisory level is still orange for Fairfield County, there is now a "High Incidence" notation based on trends. The review packet contained responsible guidelines for offices during COVID-19.

Fairfield County is still averaging 20 new cases a day. Central Ohio is seeing the same results. Usage of ICU beds is rising in the region.

Mr. Fix stated he saw the state of Ohio saw it's highest number on record recently. This is happening across the country. He asked if this is the onset of the second wave.

Mr. Kochis replied all the data and metrics show an increase. There are a lot of events coming up that would indicate an increase (Halloween, Christmas shopping). The flu will also result in an increase in bed usage. He stressed that everyone needs to remain vigilant during the last part of the year.

Mr. Kochis explained what the high incidence marker means with an increase in cases. To keep the orange rating the county needs to experience fewer than 22 new cases each day.

Mr. Levacy stated that Dr. Birx made a statement that the southern regions are decreasing in case count because people are now going outside with nice weather.

Mr. Kochis agreed in principle that being outside decreases the transmission of the virus, but the more you spend inside with just your family also stops the virus. It is spending time inside with others that spreads the virus.

- CARES Act Funds

OBM Reporting

As reported last week, the report of activity through September 30<sup>th</sup> has already been delivered to OBM.

We are in the process of adjusting for future reimbursements and expenditures.

Resolution Review (Relative to CARES Act Resources)

A State Auditor's FAQ stated: An appropriation for the special revenue fund (for the federal CARES Act moneys) is effectively created by operation of Ohio Rev. Code § 5705.42. Ohio Rev. Code § 5705.42 indicates Federal and State grants or loans are "deemed appropriated" for such purpose by the taxing authority as provided by law. In addition, those moneys are also treated as if they are in the process of collection by the fiscal officer of the subdivision. This means that under Ohio Rev. Code § 5705.42, the moneys are treated by the fiscal officer as if they have been appropriated for a specific purpose, without requiring the taxing authority to adopt an amended appropriation measure.

The County Auditor will include the appropriated amounts on the (amended) certificate and has recorded the appropriation in the accounting system already. Things are correctly recorded.

We have used the traditional appropriation pattern with resolutions to establish appropriations within specific categories (not to be extra appropriations beyond those authorized by operation of law potentially). This was done to record the categories and objects approved for the uses of the funds. CRF resources have all been appropriated, and there is no need to adjust the resolutions (which were needed to reflect appropriations in categories). We will continue to propose account to account type resolutions so that we can track things appropriately.

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Also, CCAO presented a model resolution to approve public safety payroll support expenditures for CARES Act related resources. Fairfield County has approved such expenditures previously by resolution. The model resolution does not fit our situation but can help other counties.

We will, however, need to explore a resolution and supplemental documentation to reflect an encumbrance for payroll related items because encumbrances are not required for these items within the financial accounting system; yet, we will want to reflect an encumbrance due to HB 614 provisions. A draft of that resolution was in the review packet last week and might be presented soon for a vote. We are also exploring the concept of prepayments that are reconciled by the end of the year.

Report on Agreement with Dynamix for UV Disinfection Equipment in HVAC Systems

As you know, we were proactive and issued an RFP for UV Disinfection Equipment in HVAC Systems. We also have a legal opinion and objective evidence to show the equipment meets the CARES Act requirements and will help combat the virus. We approved the agreement for the equipment on September 22, 2020, and the agreement included the delivery date of December 28, 2020, within the CARES Act timeframe. The dates were confirmed and agreed upon in good faith.

However, there is a potential supply chain disruption that the vendor is documenting now.

Based on the most recent verbal information, this could mean partial performance (about 70%) will be completed by December 28, 2020. We will document the supply chain disruption and circumstances that are beyond our control and are due to the pandemic. We need to estimate the new completion date for a potential change order.

CARES Act Fund to be Shared with Fairfield Medical Center with Seven Subgrants

We discussed subgrants in process for Fairfield Medical Center, totaling about \$487 K. The Commissioners were very supportive of this effort to help the medical community combat the virus. Of particular interest was the COVID-19 testing equipment, which is expected to reduce wait time for results, and testing supplies. The subgrants will be approved as soon as the financial resolution from today passes. The subgrants are noted in the following chart.

Public Health Expenses for Equipment	Cart	810.00
Public Health Expenses for Supplies and Materials	Pulse Ox	862.00
Public Health Expenses for Equipment	EEG	20,178.00
Public Health Expenses for Equipment	CAPR	22,572.46
Public Health Expenses for Supplies and Materials	Intubation and Safety	22,979.40
Public Health Expenses for Equipment	Trilogy	56,053.70
Public Health Expenses for Equipment and Supplies	COVID 19 Testing	363,800.00
Total of 7 subgrants		487,255.56

Mr. Levacy is happy to see the money being shared with FMC and asked if they would be able to do their own lab work. Mr. Kochis replied they would.

Thinking about meeting scheduled with FMC CEO Jack Janoso and Senator Portman, Mr. Davis reported that this meeting had been postponed as the Senator is limiting his exposure to others to make sure he is healthy to vote on the Supreme Court nominee.

- Legal Update

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Mr. Witt reported there was no update.

Mr. Davis expressed his appreciation to Mr. Witt for his staff.

Commissioners Fix and Levacy agreed.

- 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

- The Commissioners' State of the County Addresses (videos) were posted and emailed on September 23.

- Date Reminders

- October 16 – County Offices Closed (Fair Day)

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

- October 20 – Economic Development Update with Blue Label

- October 27 – Tour MAGNA

- Mr. Davis stated he and his colleagues were looking forward to the Junior Livestock Auction.

- b. Highlights of Resolutions

- Dr. Brown highlighted 19 resolutions for the voting meeting.

- Earlier, we proposed a resolution in support of an orderly and peaceful elections process.

- Within the meeting at 10 am, we had 18 additional resolutions.

- Five were contracts or non-financial resolutions.

- We had an annexation to approve following subject matter expert review and receipt of the fee. That is a resolution for an expedited type 1 petition, approving the annexation of 75.32+/- acres, more or less, of Violet Township into the City of Canal Winchester, pursuant to ORC 709.022.

- The County Utilities Department proposed an addendum to a 1997 agreement with Pulte. The department and developer agree. Thanks to Amy Brown-Thompson for her expertise and approval to form.

- The County Engineer proposed a change order for Buckeye Lake Bridge Replacement Project.

- The County Engineer also proposed a resolution to approve the construction drawings for the GRE-03 FAI-T114-0.610 Carroll Eastern Rd NW Bridge Replacement Project.

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We had a lease renewal for the Veteran Services Office. Dr. Brown spoke with Park Russell on October 8, and he and the VSC continue to be pleased with their offices. They are also happy to see the Patriotic Mural at their former home.

There were 13 *financial and grant related resolutions* to approve:

We had a resolution for an account to account transfer of appropriations to properly classify expenditures from the Coronavirus Relief Fund, also allowing for subgrants with Fairfield Medical Center to address the health emergency.

Subgrants anticipated are:

Public Health Expenses for Equipment	Cart	810.00
Public Health Expenses for Supplies and Materials	Pulse Ox	862.00
Public Health Expenses for Equipment	EEG	20,178.00
Public Health Expenses for Equipment	CAPR	22,572.46
Public Health Expenses for Supplies and Materials	Intubation and Safety	22,979.40
Public Health Expenses for Equipment	Trilogy	56,053.70
Public Health Expenses for Equipment and Supplies	COVID 19 Testing	363,800.00
Total of 7 subgrants		487,255.56

The 12 other financial resolutions were:

- A resolution authorizing the approval of an advance from the General Fund for the Enhancing Permanency in Children and Families (EPIC) grant project;
- Account to account transfers of appropriations for DR Court to properly classify expenditures (three resolutions);
- Reimbursement from CPS and ADAMH for CORSA charges;
- Appropriations for the new Board of Elections special revenue fund (thanks to Staci Knisley for her assistance to the Board of Elections); and appropriations for the Sheriff, Utilities, and Common Pleas Court (non-general fund activity – four resolutions);
- A transfer (normal process) for the Protective Services Levy; and
- The payment of bills.

In queue, there were financial and contracting resolutions at various stages of progress, including contracts for protective placement in network, as well as an agreement with OSU to continue the Enhancing Permanency in Children program.

c. Administrative Approvals, Program, & Budget Update

Administrative Approvals and Update

The review packet contained a list of administrative approvals.

There were several administrative approvals about CARES Act projects, including support for Meals on Wheels with food program equipment, public health payroll support for the Board of Health, and COVID-19 precautionary vehicles for JFS and Juvenile Court.

The ODOT 33/Pickerington Road virtual meeting was held on October 8<sup>th</sup>. Local projects are not expected to proceed in 2021. ODOT is in information gathering mode.

We received a return on investment report from MORPC as they plan for the 2021 dues which are expected to be adjusted for population only. The review packet

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contained a summary and the resolution for 2020 dues. MORPC officials will attend our virtual meeting on November 10.

Budget Update

The budget hearing for the Board of Elections is today.

Sales tax revenues for the sales of August 2020 for Fairfield County are \$1,529,351.50, or 5% above non-auto sales tax for sales of August 2019.

Mr. Davis reported the sales tax report for this year does not match historical trends.

A third quarter update about the general fund will be presented. The review packet included a copy of the slide show presentation.

Mr. Davis asked when the reply briefing for the Franklin Case was due.

Mr. Horacek replied it was due on Friday, but Mr. Fishel was trying to get it moved to Monday due to the holiday.

Mr. Davis stated he had a preliminary conversation with Rep LaRe regarding LGIF. They will discuss this at more length later.

d. BRAVOS

Thank you to Jeff Porter, the HR team, and to FMC for making flu shot clinics available to all county employees and their dependents.

Bravo to the Utilities Department for sharing a used vehicle with Juvenile Court who found a use for it almost immediately.

Mr. Davis thanked Sheriff Phalen and Chief Lape for their leadership in the public safety community. He thanked them for a reputation and environment of respect from the other public safety officials.

- Old Business

- a. Update on Commissioner Communications

- 1. Commissioner Fix reported on his participation in the Franklin County Commissioner Conversations and meeting with the representative from the Japanese Consulate.

Also, Mr. Fix reported he has driven by the Miller Building and is impressed with the building being cleaned up and looking more presentable.

Mr. Fix also attended the opening of the Fairfield County Fair on Monday. He is impressed they have found a way for the kids to continue with the Junior Fair.

- 2. Commissioner Levacy will participate in a phone conference with Lt. Gov. Husted this coming Friday.

- New Business

- General Correspondence Received

- Calendar Review/Invitations Received

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- a. CCAO Virtual Winter Conference – December 9-11 – Please let Rachel know if you would like to attend and let her know of the specific dates you want to attend.
- b. CFLP Meeting – Friday, October 23<sup>rd</sup>, at the CFLP Offices

- FYI

- a. Jail Population – 260
- b. ADAMH Mental Health yard signs are available
- c. Press Release re: 9 a.m. Press Conference
- d. Press Release re: HVAC Courses at the Workforce Center
- e. Lancaster awarded HUD Grant

Great news! The City of Lancaster has been awarded \$1.4 million from the U.S. Department of Housing and Urban Development's Lead Hazard Reduction and Healthy Homes program. HUD's Midwest Regional Administrator, Joseph Galvan, will be in **Lancaster October 14 at 10 am** for a presentation with Mayor Scheffler. As partners, we are invited. We are providing a match of \$30,000 to allow for homes outside of the city of Lancaster to be included in the program. (You will recall the letter of support and discussion about this grant from previous meetings.) This grant will provide funding for testing and remediation of lead and other health hazards for approximately 42 homes in Lancaster and 18 homes in the rest of the county. The City of Lancaster is partnering with Fairfield County, Community Action, the Board of Health, and Metro Housing. Here are some key points:

- The program will benefit both homeowners and renters who meet low income guidelines.
  - Funds will be used for homes of families with children under 6 years old.
  - 70% of homes in Lancaster were built before 1978.
  - Funds will be used to test for lead and other health hazards and to remediate these hazards. It will also be used to build the capacity of the City and area contractors for lead control.
- f. Opportunities to donate to United Way
- An anonymous donor stated they would match the Commissioners' one-time donations.
- g. Notes of appreciation for November and December health insurance waivers
  - h. 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)

- Open Items

Mr. Levacy stated he is unable to attend the meeting on October 27<sup>th</sup> due to a scheduling conflict.

### Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 13, 2020, beginning at 10:06 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Kyle Witt, Chief Lape, Tom Lininger, Joshua Horacek, Chris Wagner, Brett Riffle. Joining via teleconference were Amy Brown-Thompson, Angela White, Aunie Cordle, Jim Bahnsen, CJ



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Roberts, Temple Custer-Gagni, David Miller, Diana Steckman, Jeff Barron, Jeff Porter, Jeremiah Upp, Lynette Barnhart, Nikki Drake, Park Russell, Rick Szabrak, and Tony Vogel.

**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, October 6, 2020**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, October 6, 2020 Regular Meeting.

Roll call vote of the motion resulted as follows:

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

**Approval of the ADAMH Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the ADAMH resolution to approve reimbursement for share of costs for Liability Insurance paid to CORSA; see resolution 2020-10.13.b

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Resolutions**

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

2020-10.13.c            A resolution to approve the annexation of 75.32+/- Acres, more or less, of Violet Township into the City of Canal Winchester, Pursuant to ORC 709.022, Expedited Type 1 Petition, Annexation of Land by Temmy A. Evans. [Commissioners]

2020-10.13.d            A resolution approving an account to account transfer in a major object expense category for the CARES Act Fund# 2868 – Fairfield County Commissioners [Commissioners]

Roll call vote of the motion resulted as follows:

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

**Approval of the Common Pleas Court Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Common Pleas Court resolution to appropriate from unappropriated in a major expenditure object category Fairfield County Common Pleas ATP Court Grant 2839; see resolution 2020-10.13.e.

Roll call vote of the motion resulted as follows:

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

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**Approval of the Domestic Relations Court Resolutions**

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

- 2020-10.13.f      A resolution authorizing an account to account transfer for the adjustment of Personal Services. [Domestic Relations Court]
- 2020-10.13.g      A resolution authorizing an account to account transfer for the adjustment of Contractual Services. [Domestic Relations Court]
- 2020-10.13.h      A resolution authorizing an account to account transfer for the adjustment of Capital Outlay. [Domestic Relations Court]

Roll call vote of the motion resulted as follows:

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

**Approval of the Board of Elections Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Board of Elections resolution to appropriate from unappropriated funds in a major category expense for the Fund #2871; see resolution 2020-10.13.i.

Roll call vote of the motion resulted as follows:

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

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

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

- 2020-10.13.j      A Resolution to Approve the Construction Drawings for the GRE-03 FAI-T114-0.610 Carroll Eastern Rd NW Bridge Replacement Project. [Engineer]
- 2020-10.13.k      A resolution to approve a Change Order for the WAL-38, FAI-TR473-0.57 South Bank Road over a Tributary to Buckeye Lake Bridge Replacement Project. [Engineer]

Roll call vote of the motion resulted as follows:

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

**Approval of the Facilities Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Facilities resolution authorizing the approval of a Lease Amendment No. 1 for the Veterans Commission Office Space at the Greenfield Center; see resolution 2020-10.13.l.

Roll call vote of the motion resulted as follows:

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

**Approval of the JFS Resolutions**

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

- 2020-10.13.m      A resolution authorizing the approval of an advance from the General Fund to Enhancing Permanency In Children and Families (EPIC) sub-fund #8182 org. 12207207. Fairfield County JFS. [JFS]

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2020-10.13.n           A resolution to approve a reimbursement for share of costs for Liability Insurance paid to CORSA as a memo expenditure for fund# 2072 Fairfield County Job and Family Services - PCSA [JFS]

2020-10.13.o           A resolution to approve a memo receipt and memo expenditure for Fairfield County Job & Family Services' Children Services Fund and Protective Service Levy Fund, respectively [JFS]

Discussion: Dr. Brown stated with the success of grants like the EPIC grant, the Commission will always want to support these grants and projects with advances. She also applauded JFS for always repaying the advances on time.

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

**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 resolution to appropriate from unappropriate in a major expenditure object category Sheriff's Office Fund 2442 Commissary; see resolution 2020-10.13.p.

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

**Approval of the Utilities 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:

2020-10.13.q           A resolution to approve the Addendum to Fairfield County 1997 Agreement for Construction of Sanitary Sewer Improvements, for purchase of taps, and for acquisition of interest in Real Estate in the Halta Project [Utilities] [Utilities]

2020-10.13.r           A resolution to appropriate from unappropriated in an expenditure object category Utilities Fund 5854. [Utilities] [Utilities]

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

**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 invoices for departments that need Board of Commissioners' approval; see resolution 2020-10.13.s.

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

**Budget Hearing – Board of Elections**

The Commissioners met at 9:25 a.m. to hold the 2021 Board of Elections Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Tom Lininger, Joshua Horacek, Brett Riffle, Chris Wagner, Jane Hanley, and Brett Riffle. Attending virtually were Amy Brown-Thompson, Angela White, and Lynette Barnhart.

The Board of Elections requested a budget hearing on October 13. The proposed budget was received on October 5, 2020, and updates were discussed on October 9, 2020, in an administrative meeting.

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Mr. Davis opening the hearing by thanking everyone for attending and asked the Board of Elections Directors to review any changes they were expecting. He also complimented the Board of Elections on the early voting operations. He felt very comfortable voting and has heard the same from many people.

Ms. Hanley thanked Mr. Davis for the kind words. For the budget, they stayed within the guidelines set by the Commission. They hired Amy McCoy for a vacancy they previously had, and the budget reflects that hiring. For one line item, there are two amounts noted. This is for election judges as they are required to place four precinct election officials in each polling location unless the board votes differently with at least a 3-1 vote. They are asking for the \$181 K and will revise that if necessary.

Mr. Fix asked Ms. White if they had considered this.

Ms. White replied they had, but their biggest concern is the larger polling locations regardless of the election year. They are not confident to reduce the number of poll workers for 2021 due to COVID restrictions.

Ms. Hanley reviewed the remainder of the budget. The largest increase in contract services is for new contracts for election equipment service and for postage machine service.

Mr. Levacy also commended the Board of Elections on the great job.

Mr. Fix complimented the staff and board for their work during this difficult time.

Dr. Brown thanked the directors for their work and stated that the Commission will be helpful to them with any financial process. She also asked if the BOE could vary the number of precinct judges per location, perhaps having four at more populous larger locations and three at lesser populous locations.

Ms. Hanley replied they have asked that question of the Secretary of State as they ORC is written to provide for a county wide decision. If the Secretary of State says they can do that, they will.

Ms. Hanley went on to state they have issued over 33,000 early vote ballots and are averaging 800-900 of in-office votes a day -and- have had 1,900 ballots returned. They expect over 10,000 balloted returned by mail today.

Mr. Riffle noted that the early vote turnout is three times higher than normal.

Dr. Brown requested a list of the employees participating as precinct judges as part of the county program because she would like to recognize them for their citizenship.

Mr. Davis encouraged the Board of Elections to keep up the great work during this unprecedented election.

After discussion, the budget as presented was recommended with no need for an additional hearing.

### **Adjournment**

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

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

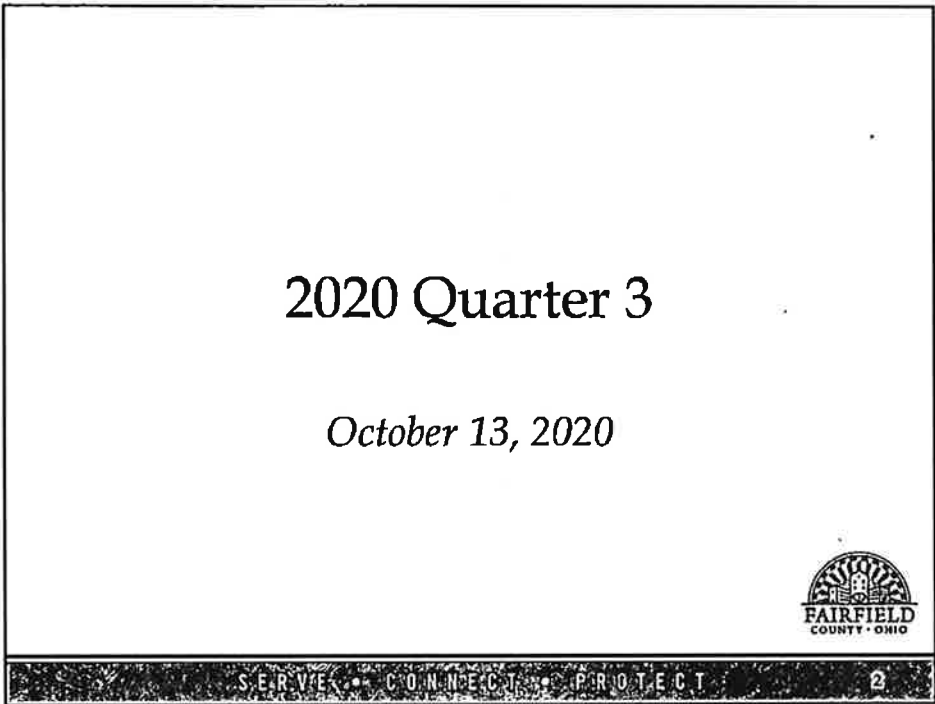


Herbert

1890



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10/13/2020

## Objectives

- Review public records request data
- Review estimated & actual data of the general fund
- Highlight issues to watch
- Provide a forum for open discussion
- Receive input & feedback on format of presentation



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## Public Records Request Log

- The Commission maintains a log
- Commission departments are included – *we have helped other departments*
- Some departments keep their own logs
- *Logs are considered a good management tool & "best practice" by the State Auditor & Attorney General*



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## Commission Public Record Log

- 201541
- 201625
- 201753
- 201822
- 201916
- 202013

Response time - 2.15 days for 2020 – next day service;  
same day service is the mode, median, and average  
over time (outliers in 2020)





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## Questions About Public Records





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General Fund Quarter 3 YTD Revenues			
2019		2020	
Property Taxes	8,726,469	Property Taxes	10,367,110
Homestead Rollback	546,602	Homestead Rollback	1,274,642
Conveyance Fees	2,416,041	Conveyance Fees	2,744,215
Sales & Use Tax	16,725,293	Sales & Use Tax	17,065,529
Casino	1,427,553	Casino	958,129
Local Government	1,049,549	Local Government	1,040,847
Investment Earnings	1,725,262	Investment Earnings	1,375,018
Fees & Charges for Services	3,889,225	Fees & Charges for Services	4,773,225
Title Surplus transfer, unclaimed, transfers	33,266	Title Surplus, unclaimed, transfers	34,469
CARES Act Resources	N/A	CARES Act Resources, Reimbursements	2,212,621
Total GRF Revenue	36,539,260	Total GRF Revenue	41,845,835

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### General Fund – Revenues

- Revenues as of Q3 were \$41.8 M, or \$5.3 M above the prior year; this is a 14.5% increase
- CARES Act reimbursements were \$2.2 M
- 91% of estimates (above target)
- Categories with decreases are casino revenues, investment earnings, local government funds (all previously discussed)
- Sales tax collections for 9 months increased 2%
- Property tax collections increased 18.8%
- Conveyance fees increased 13.6%
- Fees and Charges increased 22.7%



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## Sales Tax Rate

- Fairfield County's rate has not increased since January 1, 2010
- Fairfield - 6.75%
- Hocking, Licking, Perry, Ross, & Pickaway - 7.25%
- Franklin - 7.50%



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## Sales Tax Revenues Factors

- "close to home" effect
- bubble of unemployment benefits
- strong employment in Fairfield County
- online sales
- auto and non-auto sales tax are up, recency
- have already hit the target without September retail sales included



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## Expenditures – as of Q3

- 2019 Expenditures                      \$36.05 M
- 2020 Expenditures                      \$35.17 M

About a 2.4% decrease in expenditures (delays and fewer capital expenditures; compliance with parameters during the pandemic) - 27<sup>th</sup> pay to come



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## Items to Watch

- Ongoing monitoring of all categories
- No adjustments are *necessary* now
- 27 pays in 2020



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## Items to Watch

- All pandemic related factors
- Planning tool
- CARES Act documentation
- Franklin County case
- Health benefits - no increase for 2021!
- Good consumers are needed
- State Budget
  - Decrease in attorney fee reimbursement ?
  - Other decreases



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## Prepare

- No new employees - hiring freeze
- Postings for pandemic essential positions
- Critical thinking training re: budget
- Merit-based increase, 1, 2, and 3%
- Comp plan utilization
- Careful monitoring



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September 2020 (2019)

- Revenues = \$41.85 M (36.54 M)
  - Includes memo receipts for reimbursements of eligible CARES Act expenses (would have increased anyway)
- Expenditures = \$35.17 M (36.05 M)





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Questions





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General Report to OBM for activity through September 30, 2020

CARES Act as of 9.30.2020

Fund 2868, connected to HS 481		
Revenues, Sources		
Description	Date	Amount
Allocation from the State, HB 481	8.10.2020	1,677,849.52
Allocation from the State Controlling Board, HB 481	9.8.2020	838,924.76
Total CARES Act funds received through September 30, 2020		2,516,774.28
Interest was not calculated or received in the fund yet		
OBM guidance on Interest was received on 10.1.2020		
Expenditures, Uses		
	Amount, by category	
Public Health and Safety Employees, Payroll Support	2,186,396.97	
Improve Telework Capabilities of Public Employees	47,325.91	
Personal Protective Equipment	3,950.00	
Public Health Expenditures	9,365.68	
Expenditures through September 30, 2020	2,247,048.56	
Encumbrances		
Food Program	19,000.00	
COVID-19 testing	5,560.00	
Improve Telework Capabilities of Public Employees	23,361.98	
Public Health	221,803.74	
Total Encumbrances from the first two distributions	269,725.72	
Difference	0.00	
Additional encumbrances as of 9.30.2020, Public Health	524,333.76	
(amended certificate already issued for \$5Ms to come)	794,058.88	total encumbered



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