

Regular Meeting #47 & Budget Hearings - 2016
Fairfield County Commissioners' Office
October 20, 2015

Budget Hearing – Juvenile/Probate Court

The Commissioners met at 8:31 a.m. to discuss the Juvenile/Probate Court's 2017 Budget Request. Commissioner Levacy 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, Branden Meyer, Kyle Witt, and Judge Terre Vandervoort.

Mr. Levacy thanked Judge Vandervoort for attending.

Judge Vandervoort stated that both her probate and juvenile general revenue fund requests were within parameters. There was an increase in health insurance for the juvenile fund due to status changes. Otherwise, all admin costs are staying the same. They paid out \$27,000 in 2016 for a separating employee and received \$500,000 in grants.

Mr. Levacy asked if the reporting center was working.

Judge Vandervoort replied that it was. The goal was to fill the gap between juveniles violating orders and going to the detention center. The DYS is very happy with the program as well.

The court did increase their contribution to the Multi-System Youth and are working with Ms. Brown on those figures. Juvenile Court plans to support Multi-System Youth at a level of \$125,000 for 2017.

In 2017 they will look at detention bed usage as they currently average using just 5 of the 20 bed allocated.

A huge strength in 2016 was placement.

Reclaim Ohio funding is dropping due to the statewide calculations. The IV-E court funding has already failed one federal audit and should it fail the second, all statewide funding will be cut.

The office has 45.5 employees and expects to need a new clerk at the end of 2017. A staff member plans to separate. They are planning 4-6 months of training for this position.

Mr. Levacy asked Judge Vandervoort to check on the admin costs as they do not line up with the Multi-System Youth increases of anticipated \$125,000 to contribute to the program.

She will check on that as well as lowering the travel expenditure line, as they historically have not used what was budgeted.

The Court also plans on replacing two large vans with smaller vehicles in 2017.

Mr. Davis stated the health insurance looked a little high.

Ms. Knisley replied that she had received information and confirmed the numbers with Leanna Schaffer.

Mr. Davis added that he constantly receives great feedback on the court from the community.

Ms. Brown indicated she would follow up on the question about Multi-System Youth and travel expenditures.

The hearing closed at 8:56 a.m.

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Budget Hearing – Economic Development

The Commissioners met at 9:00 a.m. to discuss Economic Development's 2016 Budget Request. Commissioner Davis 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, and Rick Szabrak.

Mr. Szabrak reviewed the budget parameters. Payroll and benefits have followed the instructed 2% increase. The payroll and benefits overall increased due to additional staffing for WIOA responsibilities. The estimated 2017 allocation back to the general fund from WIOA is \$65,000, bringing the 2017 budget within \$17,000 of the 2015 budget.

The Economic Development department's mission is to make Fairfield County an even better place to live, work, learn, and build. They will provide a foundation that increases the wealth of businesses, residents, and government to allow communities to offer a strong quality of life.

The goals and objectives include creating a new branding initiative for the 33 Alliance and relaunch targeted marketing materials and website; visiting every employer outside of the municipalities that has economic base jobs; identifying and promoting marketable sites; creating a workforce pipeline for current and future employers; and providing support local businesses.

This year the department has served the community by offering incentives for business retention and expansion and building a database of businesses to structure visit.

They are connected with the community by supporting villages and townships with growth; taking over WIOA Area 20, increasing manufacturing awareness in schools to connect employers with employees; and partnering the 33 Alliance with Columbus and increasing support of municipalities with rebranding.

They protect the increased tax base for safety services by starting to identify marketable sites and gathering information on potential barriers.

Challenges for 2017 include workforce continuing to be a focus and needing more people with skilled trades. They training grant will hopefully be utilized to help retain businesses. The Port Authority is close to taking on projects and may need short-term funding to help secure those projects.

Ms. Brown noted the workforce grant was still at \$40,000 for one period. Additional appropriations could be arranged to manage workforce grants.

Mr. Szabrak replied that it had been offered to two businesses that were considering moving to the county.

Mr. Kiger asked if there was anything they could do to help vocational schools.

Mr. Szabrak replied that money for STEMs is available (in the form of grants) and he wants to continue to find additional options. He is also working with the Fairfield Foundation on this.

The hearing ended at 9:11 a.m.

Budget Hearing – Dog Shelter

The Commissioners met at 9:16 a.m. to discuss the Dog Shelter's 2016 Budget. Commissioner Davis 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, and Todd McCullough.

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Mr. Levacy thanked Mr. McCullough for attending.

Mr. McCullough reported that the Dog Shelter's budget was in compliance with all 2017 parameters. The 2016 carryover was \$470,712. After estimated revenues and expenses for 2017, the project carryover for 2017 is \$471,252.

Estimated revenues for lifetime licenses, sales/adoptions, fines/citations, and contributions/donations were all altered to better reflect recent history. Salary expenditures are expected to increase while contractual services are expected to decrease.

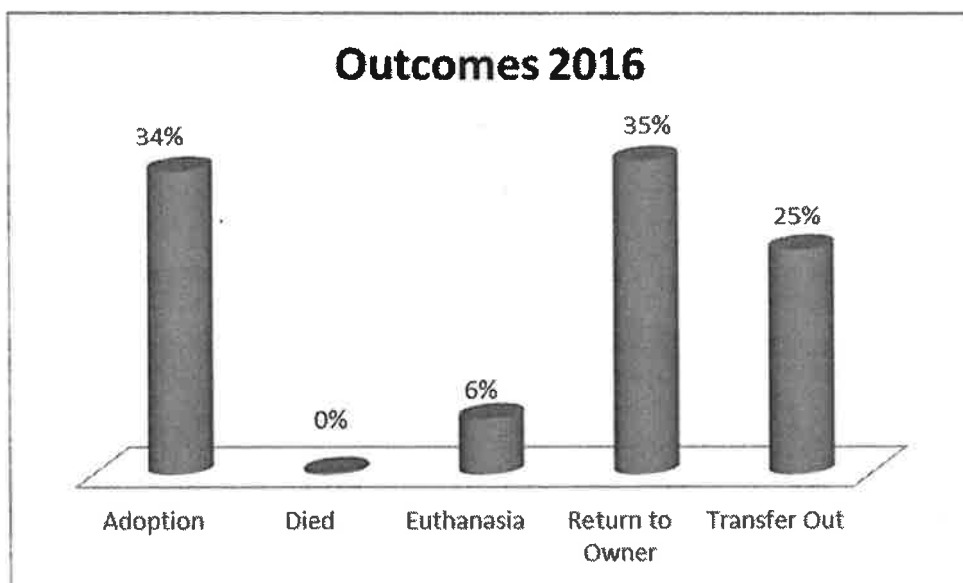
The mission of the Fairfield County Dog Shelter is to provide an environment of continuous development; emphasizing excellent service and safety for the community; showing dogs under our protection care and compassion with innovative, yet sustainable means; all while maintaining a standard of the utmost integrity.

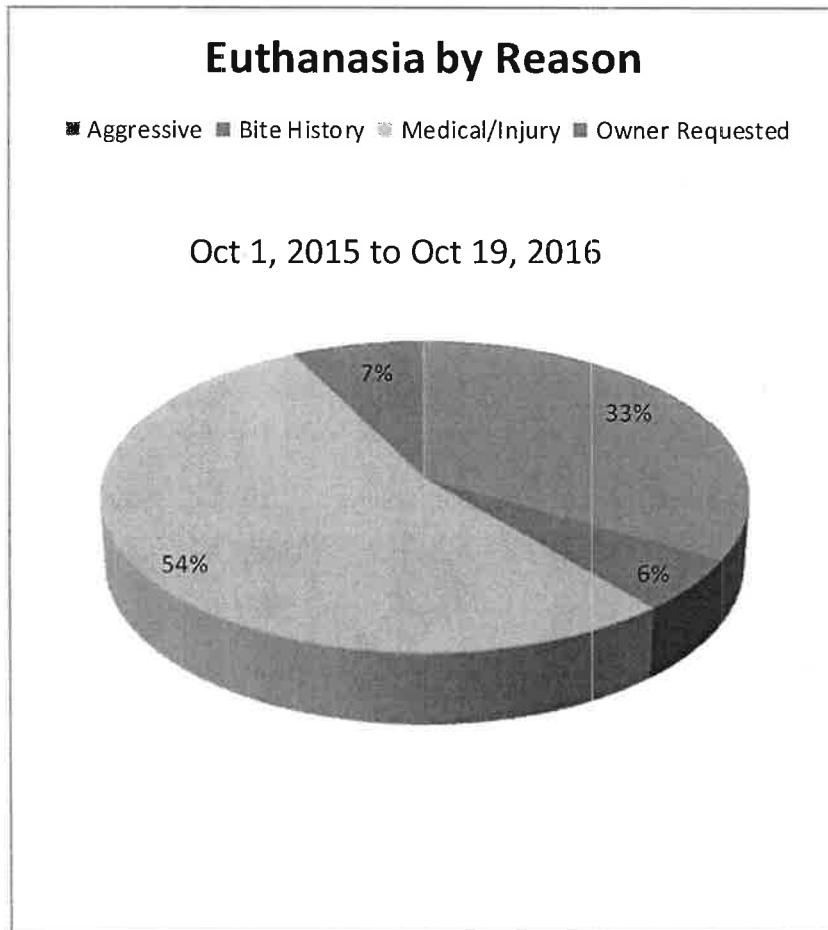
The goals and objectives include formalizing a long term Dog Shelter Strategic Plan; researching and developing new opportunities to improve revenues; and continuing to advance their service standards.

In 2016 the Dog Shelter was able to spay or neuter 100% of the dogs adopted; establish new hours that allowed them to be open 7 days a week; release a Paw Print newsletter and several press releases; create several surveys to gain internal and external stakeholder feedback; work on an article in the Eagle Gazette; and empty the shelter on several occasions.

Challenges in 2017 include medical and quarantine space; shelter management software; versatility of staffing; and increased demand for services.

Statistics for 2016 are as follows:





Since the new hours began on June 1st they have seen 30% of the redemptions, 36% of the adoptions, and 26.5% of all total outcomes occurring in the new hours of operation.

2016 saw 1292 requests for assistance, 151 dog bites, 78 dangerous dogs, and 100% dangerous dog compliance.

Ms. Brown stated they would work with the vehicle needs if there are changes that require adjustments.

The hearing was closed at 9:41 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, October 20, 2016 beginning at 2:01 p.m., with the following Commissioners present: Steve Davis and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Tony Vogel, Sophia Boyer, and Don Rector.

Approval of the Economic Development Resolution

On the motion of Mike Kiger and the second of Steve Davis, the Board of Commissioners voted to approve the Economic Development resolution to appropriate from unappropriated in a major expenditure object category for the Fund #2716, RLF CDBG; see resolution 2016-10.20.a.

Discussion: Ms. Brown stated this was a financial resolution so that Economic Development can move forward with a Revolving Loan Fund loan.

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

Budget Hearing – Utilities

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The Commissioners met at 2:03 p.m. to discuss the Utilities Department's budget review. Commissioner Levacy 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, Don Rector, Sophia Boyer, and Tony Vogel.

Mr. Vogel started the hearing by expressing his employees' appreciation to the Commissioners for their work on keeping the health insurance costs low. Mr. Vogel also stated he thinks he has the best management team he's had in his time in the office.

The Utilities Office mission statement is to provide the highest quality of potable water and treated wastewater services in a manner that is safe, reliable, cost effective, prompt, efficient, courteous, and sensitive to the needs of their customers and the environment.

The sewer budget estimate for 2017 is conservative at \$4,764,866. The professional employees are staying at 2% increases while the others are on the 3% compensation plan that will be refreshed next year.

The water budget is conservative as well at \$3,548,288 for 2017.

Mr. Vogel reviewed the sewer revenue comparisons since the billing change. In the same 9 month span the old billing cycle in 2015 had revenue of \$2,869,051 while the new billing cycle had service revenue of \$2,912,542.

Upcoming utilities projects include the lakeside facilities upgrade, Allen Road waterline (70% complete and DD will be hooked up in the next month and a half); Tussing Road reclamation improvements, and the Mingo Estates sanitary rehabilitation.

Subdivisions under construction include Wellington Park, Springcreek, Heron Crossing, Lake Forest, and Meadowmoore. There are eight proposed subdivisions including Shoaf property, Mason property, Stenson property, Winchester Trace, Estates of Lake Forest, Wymer Tract, Spring Creek Phase 3, and Violet Meadows Section 5.

There are five commercial projects including Overland Park Apartments, Lake Forest Condos, Aldi's, Red Robin, and Storage One.

Mr. Levacy asked if they would be over capacity with all the developments.

Mr. Vogel replied that the capacity would be fine, but they may need to update lift stations.

Upcoming projects include the Lockville roadway design; Greenfield Sewer District acquisition; well field acquisition; waterline projects from Allen Road to Basil Wester, SR 188 to Coonpath, and SR 204/256; and a sewer line project oat the Sycamore Creek interceptor.

The office is also adhering to all budget parameters.

Mr. Levacy asked if they had received many complaints from the change in billing schedule.

Mr. Vogel replied that only four attended the public meetings and they had received a few calls, but the reception was good.

The hearing concluded at 2:34 p.m. and the Commission was in recess until the Sheriff's budget hearing.

Budget Hearing – Sheriff's Office

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The Commissioners met at 2:57 p.m. to discuss the Sheriff's Office 2016 Budget Request. Commissioner Levacy called the meeting to order with the following Commissioners present: Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Sheriff Dave Phalen, Chief Jerry Perrigo, Kyle Witt, and Branden Meyer.

Sheriff Phalen started the hearing by stating their original request was \$11,151,000 and that after discussions between Ms. Brown and Chief Perrigo, that number was reduced to \$10,756,709. Sheriff Phalen is worried that a slightly greater than 1% increase to his budget will be hard to navigate. They do not spend a penny they do not use, but need breathing room to transfer around each year. They will run out of line items sooner if they do not have their full request.

Mr. Levacy replied that the Commissioners were completely on board with law enforcement. The Commissioners are faced with a \$1,500,000 reduction due to the removal of the Medicaid sales tax. The commissioners must pay attention to this closely to plan for the future. They are not sure raising the local sales tax is the right thing to do for Fairfield County.

Sheriff Phalen stated that he could be asking for money in the middle of the year if they did not receive a larger budget.

Ms. Brown replied that the 2017 budget showed no staff reductions and the salaries should be okay. They will monitor workers comp, fuel, and supplies monthly, making adjustments if needed.

Sheriff Phalen stated that his concerns were with contract services, overtime, equipment, and vehicles. This year all three of those line items were over their budget. They are considering purchasing Ford explorers as those could be cheaper in the long run.

Mr. Levacy reminded them the Commission will be helpful however they can and recommended they go with the Ford Explorers.

Ms. Brown stated that the decrease for nursing services in the Sheriff budget is a result of the expenditures being budgeted in a separate department. Further, the furniture, fixtures, and equipment at the jail and public safety facility is anticipated to be paid in a different fund. The estimated FF&E amount is \$450,000, and it will be provided.

Chief Perrigo stated that the big elephant in the room was the new jail and how staffing would work. He expressed his appreciation for the FF&E expenses and stated this was a big benefit to their office. They average 100 transports between their three jail facilities.

Mr. Levacy stated having all inmates in one building would be a huge change. He added that former Chief Bailey once calculated it would cost an additional \$100,000 to have the facility at the Liberty Center (cost for man hours and transport).

Sheriff Phalen again expressed his worries in the minimal increases and being able to cover expenses next year.

Mr. Levacy pointed out that some items were completely removed from their budget (nursing and FF&E) allowing room for other items.

Ms. Brown stated they would monitor expenses and offer support on transfers as needed. Within major categories, such as salaries, transfers can be done with a letter to the County Auditor, without Commissioners' approval.

Sheriff Phalen stated that over time, equipment, and contract services line items were out of sync and needed reevaluated. The vehicles line item also needs adjusted.

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Ms. Brown asked what was needed for equipment, outside of the FF& E. There was nothing specific noted at this time, but there could be additional needs in the future. Ms. Brown asked what was needed for the vehicles for 2017.

Chief Perrigo estimated the Ford Explorers would cost an additional \$2,700 per vehicle and they hope to purchase six each year.

Ms. Brown stated they would add \$20,000 in the proposal to cover the Ford Explorer option with the vehicles.

The Sheriff and Chief agreed they would need new light bars and cages as well.

Ms. Brown reminded everyone the budget included no staff reductions which were originally intended. There is an expectation for four staff to be reduced through attrition over time.

Sheriff Phalen responded that was appreciated.

Chief Perrigo stated that was reasonable.

Ms. Brown added that the building superintendent for the jail and public safety facility was budgeted in a department apart from the Sheriff's Office.

Mr. Levacy added that once the jail is open for a few months they will be able to evaluate everything and have a better idea of what the Sheriff's Office needs are in the new building. He thanked everyone for attending.

The hearing closed at 3:29 p.m.

Adjournment

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn 2:39 p.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, October 25, 2016 at 10:00 a.m. with review session at 9:00 a.m. on the same day.

Motion by: _____ Seconded by: _____

that the October 20, 2016 minutes were approved by the following vote:

YEAS: _____ NAYS: None

ABSTENTIONS: None

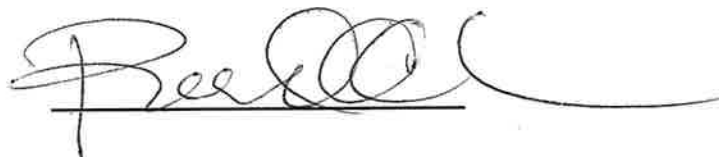
*Approved on October 25, 2016



Steven A. Davis
Commissioner

Dave Levacy
Commissioner

Mike Kiger
Commissioner



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Rachel Elsea, Clerk