

**Regular Meeting #45 - 2014**  
**Fairfield County Commissioners' Office**  
**October 21, 2014**

**Review**

The Commissioners met at 9:03 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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jim Bahnsen, Jeff Barron, Ray Stemen, Jeff Porter, Todd McCullough, Josh Horacek, Dennis Keller, Aunie Cordle, Tony Vogel, Chief Perrigo, Staci Knisley, Susan Wykoff, Jennifer Ellinger, and Mary Lynne Hornsburger.

- Legal Update

Mr. Horacek stated that he did not have an update.

- Administration and Budget Updates/Carri's List

- a. Highlights of Resolutions for the Voting Agenda

Ms. Brown reported that there are multiple financial resolutions relating to special revenue funds and appropriations from unappropriated for the general fund, which relates to an increase for the Prosecutor's Office which has experienced turnover and has an increase in insurance costs. There is an approval of a gun purchase by a retiring Sheriff's Deputy. There is a resolution for a 10-day suspension of a JFS employee. This is a traditional disciplinary process. The employee is expected to return to work and move toward good standing. Further, two contracts are proposed for approval. The first is a renewal of the agreement with the Historical Aircraft Squadron through December 2015, and the second is a renewal with Maximus for Indirect Cost Plans of 2014-2016 for use in 2016-20018. Both contracts have terms the same as the previously approved contracts.

- b. Jail Financing and Project Reporting

The next bond rating group meeting is Friday, October 24, at 9 am in Commissioner Levacy's Office. As consistently reported, the plan is to conduct a bond rating meeting with Moody's on November 20-22. The objective is to have bid documents advertised in January. In numerous media articles, the project estimate is reported at \$30-\$35 million, and this appears to be a good estimate in the eyes of the architect. However, we will know more about the market once we have responses to the request for proposals.

The Board reviewed the travel and expense costs for a bond rating trip to New York, comparing the estimated costs to the opportunity cost of a

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reduction in the bond rating. Such a reduction would cost more than \$1M over the life of the project, as compared to an investment of just under \$16,300 to help ensure the best possible rating. The review packet included a memo and charts providing details.

Mr. Davis appreciated the memo and asked that everyone going on the trip be reminded of the county's travel reimbursement policy as to avoid any mistakes.

Ms. Brown stated the policy allowed for a reimbursement of \$10 for breakfast, \$15 for lunch, and \$30 for lunch. She will send the policy to everyone traveling to New York.

c. Facilities Highlight (Follow-Up)

Due to the interest from the recent video and survey of the history of the Fairfield County Courthouse, Dennis Keller is going to lead tours for employees and members of the public. The tour dates are October 23 at 4 pm and October 24 at noon. The tours will begin in the 3<sup>rd</sup> floor lobby of the Courthouse. The tours will last about 30 minutes. Rachel Elsea sent out a notice about the tours.

In addition, Ms. Brown reported that we are beginning to receive responses to the request for proposals relating to leasing space for the Veteran Services Commission, and we will share with them everything we receive so that there can be an appropriate evaluation and analysis.

d. Leadership Conference

The Leadership Conference was held on October 16. All feedback received has been very positive. People commented that they liked the checklist and the speed in which the notes and information was provided to all. People really liked the leadership video presented by Mrs. Cordle, as well. Further, the review packet contains the draft resolution for acknowledging the value of customer service, and that resolution has been updated with all input received. There is a plan for the County Administrator and the Department Heads to hold a customer service seminar during the first part of 2015.

Mr. Levacy stated that customer service was very important and that the county needs to look at everyone they serve as customers. He indicated the he was appreciative of the effort to draw attention to this important value.

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e. Budget Hearings

The review packet contained an updated schedule. The budget hearings begin this week on October 23. The plan is to pass the 2015 budget on December 9<sup>th</sup>.

Mr. Davis asked what would be included in the budget hearing folders.

Ms. Knisley stated they would have the 2013 and year to date expenses as well as they current requests and current budget.

f. Follow-up with the Health Department

Ms. Brown reported that following the meeting last week, Larry Hanna indicated that he believed the Health Department could handle the request that Tony Vogel made by email after all. Originally, Larry Hanna indicated that the Health Department could not do the services. Larry Hanna has already communicated with the Townships involved in the discussions. Ms. Brown requested that the Health Department set up weekly teleconferences, perhaps on Friday mornings, to make sure we have information about the progress of the project. Larry Hanna indicated that he would do this. To Larry Hanna, Ms. Brown offered support from administrative staff if needed. Larry Hanna is going to let her know if that is needed. Ms. Brown has already reached out to Soil and Water leadership to make sure they were aware of the plan.

During conversation, Mr. Hanna requested that there be consideration by the Board of Commissioners for a sanitary services position (temporary services on a contractual basis) for a few months for the Health Department. His concern was addressing the failed systems that might be documented from the project. Ms. Brown asked him to provide details for what this investment would like look and stated that a contract was a different type of consideration, as opposed to hiring an employee. He is going to provide information as soon as he can gather it, and he later reported that it might not be needed. We stay tuned for more information and appreciate the Health Department stepping up for the MS4 investigation.

g. Meeting re: Central Ohio Cybersecurity Initiative

Last Tuesday, Randy Carter and Jon Kochis joined Ms. Brown for a Central Ohio Cybersecurity Initiative planning meeting in Columbus. The Franklin County EMA is serving as the lead agency for the effort. Jon Kochis will be attending quarterly meetings in the future. The purpose of the meetings are to further the grant project, of which some

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communication and awareness with the public is planned. Partnerships with private enterprise are also envisioned by Franklin County.

h. Land Bank

There would be a Land Bank Meeting on Tuesday at 2:30. The review packet included a draft agenda.

i. Holiday Reminder

November 11 is Veteran's Day. The Board of Commissioners meeting that week will be held on November 13, with regular times as the Tuesday meetings. This has been on the calendar since January 2014.

Ms. Elsea added that the 2015 holiday schedule would be on the voting agenda for the next regular meeting.

j. December 4<sup>th</sup> Roundtable

Ms. Brown reminded everyone that the December 4 Roundtable will be held at Liberty Center. Anthony Huey, a nationally renowned speaker, will be providing information about news interview strategies. All officials within the county, including those in multiple political subdivisions, are invited to attend. The meeting will begin at 8:30 a.m. RSVPs to Rachel Elsea are requested by December 1.

- Old Business

- New Business

- a. Public Records Request re: MCJDC

Ms. Brown will meet with Mr. Horacek to discuss the recent public records request regarding MCJDC.

- General Correspondence Received

- a. CFLP Minutes from September 26<sup>th</sup>.

- Calendar Review/Invitations Received

- a. Pearl House Tours – TUESDAY – 4:00 p.m. to 8:00 p.m. at 218 W. Chestnut Street.

- 1. Commissioners Levacy and Kiger planned on attending.

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- b. Bremen Chamber Lunch – Tuesday, October 28<sup>th</sup> at 12:00 p.m.
    - 1. Commissioner Kiger will attend.
  - c. Meeting re: Rushville Bridge (FAI-US22-23.89) – November 5<sup>th</sup> from 5:30 p.m. to 7:00 p.m. at 6417 Cincinnati-Zanesville Road.
  - d. United Way Government Employee Lunch – Friday, October 31<sup>st</sup> from 11:30 a.m. – 1:30 p.m.
- FYI
    - a. Sales Tax Revenue Report

Ms. Brown reported that the current revenues were very close to the estimates for the year.
  - Issues Bin
  - Open Items
    - a. Investment Advisory Board

Ms. Brown thanked Mr. Bahnsen for the update to the Investment Advisory Board policy as it is very important for the bond rating.
    - b. Violet Festival

Mr. Kiger recently spoke with Mr. Stein who is the new President of the Violet Festival. Mr. Stein requested a meeting with the Commissioners. Mr. Davis thought that would be appropriate. Ms. Elsea will set up the meeting.
    - c. Comments from Ms. Mary Lynne Hornsbarger (1845 Stringtown Road, Lancaster, Ohio)

Ms. Hornsbarger asked who she should contact regarding replacing the trees that were recently taken down at the Fair Grounds.

Mr. Kiger directed her to the Fairfield County Agriculture Society.

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Commissioner Kiger stated at 9:26 a.m. that the Commission would be in recess until the Regular Meeting.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 21, 2014 beginning at 9:59 a.m., with the following Commissioners present: Steve Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Josh Horacek, Ed Laramée, Jeff Barron, Jim Bahnsen, Aunie Cordle, Dennis Keller, Todd McCullough, Chief Perrigo, Jennifer Effinger, Ray Stemen, Susan Wykoff, Mary Lynne Hornsburger, Branden Meyer, and Jeremiah Upp.

**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 referred everyone to the more recent agenda as two Prosecutor resolutions were added.

**Public Comment**

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

Mr. Ray Stemen of 2444 West Point Road in Lancaster stated he was concerned about recent law passed in Idaho. According to Mr. Stemen, the law in Idaho requires businesses to recognize all marriages regardless of the business owner's religion.

**Approval of Minutes for Tuesday, October 14, 2014**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, October 14, 2014.

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Office Resolution**

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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- 2014-10.21.a      A resolution approving a contract between the Fairfield County Board of Commissioners and Maximus Consulting Services, Inc. for the Indirect Allocation Plans [Commissioners]
- 2014-10.21.b      A resolution renewing a lease with the Historical Aircraft Squadron and the Fairfield County Board of Commissioners. [Commissioners]
- 2014-10.21.c      A resolution authorizing the approval of a request for payment and status of funds report–FY2012 HOME, CDBG & OHTF Funds – Drawdown for \$16,475 [Commissioners]

Roll call vote of the motion resulted as follows:

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

**Approval of the Dog Shelter Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Dog Shelter resolution authorizing a fund to fund transfer; see resolution 2014-10.21.d.

Roll call vote of the motion resulted as follows:

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

**Approval of the Economic Development Resolutions**

On the motion of Dave Levacy 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 (Fund #2717) Revolving Loan Fund – Sequestered Segment #8052; see resolution 2014-10.21.e.

Roll call vote of the motion resulted as follows:

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

**Approval of the JFS Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the JFS resolution to approve a suspension; see resolution 2014-10.21.f.

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 Prosecutor's Office Resolutions**

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

- 2014-10.21.g      A resolution to appropriate from unappropriated in a major expenditure object category Fringe Benefits. [Prosecutor]
- 2014-10.21.h      A resolution authorizing a fund balance/pooled cash adjustment Prosecutor Victim Assistance Fund 2784 sub-fund 8027 and Fund 2785 sub-Fund 8038 and appropriate from unappropriated in a major expenditure object category [Prosecutor- Victim/Witness Division]
- 2014-10.21.i      A resolution Approving a Fund to Fund Transfer from Prosecutor's Local Match Allocation to Fund 2784 sub-Fund 8027 for grant year 2014/15, and Amend the Certificate and Appropriate from Unappropriated monies in VOCA Fund 2784 sub-Fund 8027 for grant year 2014/15. [Prosecutor- Victim/Witness Division]

Roll call vote of the motion resulted as follows:

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

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Sheriff's Office resolution to approve the purchase of a gun by a retiring officer; see resolution 2014-10.21.j.

Discussion: Chief Perrigo stated that the contract with the Deputies allows for this purchase.

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:

- 2014-10.21.k      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]



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2014-10.21.I      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

Commissioner Kiger stated at 10:06 that the Commission would be in recess until the conclusion of the Investment Advisory Board.

**Review Continued**

The Commissioners met at 10:28 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, Dave Levacy, and Mike Kiger. Also present were Carri Brown and Rachel Elsea.

Mr. Kiger stated he had received a request for the Commissioners to have evening meetings and told the individual he would pass that request on. The Commissioners have been pleased with the increased attendance at the review and regular meetings.

The Commissioners continued discussion regarding the bond rating trip as well as keeping travel expenses to a minimum.

**Historic Parks Tour**

The Commissioners met at 11:00 a.m. to tour Historic Parks throughout Fairfield County. The following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Staci Knisley, Branden Meyer, Dennis Keller, Jim Bahnsen, Mrs. Bahnsen, Dave Fey, Mr. Mole, Ed Laramee, Jon Slater, Linda Kauffman, and Todd McCullough.

Mr. Fey led the tour through numerous Historic Parks sites in Fairfield County so that the Commissioners and others on the tour could see how the levy funds were being utilized.

The tour concluded at 2:30 p.m.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn 3:19 p.m.

Roll call vote of the motion resulted as follows:

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

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The next regular meeting for the Board of Commissioners is scheduled for Tuesday, October 28, 2014 at 10:00 a.m.

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Motion by:

Seconded by:

that the October 21, 2014, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on September October 28, 2014

 _____ Steven A. Davis Commissioner	 _____ Dave Levacy Commissioner	 _____ Mike Kiger Commissioner
 _____ Rachel Elsea, Clerk		