

Regular Meeting #48 - 2015
Fairfield County Commissioners' Office
October 27, 2015

Public Viewing – Pleasantville Road

The Commissioners met at 9:00 a.m. to view Winchester Road. Commissioner Levacy called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Jeff Baird, Terry Irwin, Roger Peters, Brad Markwood, and Danny Householder.

Review

The Commissioners met at 9:37 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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Jim Bahnsen, Michael Kaper, Mary Beth Lane, Ray Stemen, AJ Lacefield, Holly Mattei, Branden Meyer, Jon Kochis, Corey Clark, Bart Hampson, Sgt. Brenda Black, Tony Vogel, Jeff Porter, Scott Zody, Chief Perrigo, Carl Burnett, Spencer Remoquillo, Dennis Keller, and Jeff Baird.

- Legal Update (none)
- Administration and Budget Update/Carri's List

Ms. Brown welcomed Bart Hampson the new JFS Deputy Director of Finance.

Mr. McCullough introduced Sgt. Brenda Black the PUPPS Program Official. The PUPPS program allows dogs to be trained at SCI prior to their adoptions. He added that she and the program are invaluable to the Dog Shelter and thanked her for her work.

Sgt. Black replied that the partnership is definitely a benefit to all those participating.

a. Highlights of Resolutions/Proclamations

There was a resolution ready to go if the deliberations regarding the Economic Development Director position warrant such a resolution to propose.

There was a resolution to extend the review period for the purchase of the Baldwin property. The extension of time related to the review of the environmental reports.

There were resolutions for change orders for the Engineer (liquid asphalt project) and Regional Planning/the Commissioners (CDBG grant project for Carroll). The County Engineer proposed a resolution to declare the Rauch Road project a necessity.

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Regional Planning proposed the approval of the Meadowmoore Section 4 plans, as previously approved by RPC.

There was a renewal proposed for Attorney Boone to continue child support administrative hearing services supported by a IV-D (child support federal funding) contract.

The Sheriff proposed the salvage sale of three obsolete vehicles.

There were financial resolutions to approve, such as resolutions for:

- Acceptance of grants administered by the County Prosecutor's Office and matched by funds sources by general fund monies,
- Acceptance of CDBG grant agreements and signing of documents for the Ohio Development Services Agency,
- Account to account transfers of appropriations to properly classify expenditures for the Auditor, Developmental Disabilities, the Commissioners, the Sheriff, the Clerk of Courts, Juvenile and Probate Courts, and the Coroner,
- General Fund appropriations for Facilities regarding the heating and cooling systems, and Special Revenue Fund appropriations for services to support multi-system youth and for Juvenile Court salaries and benefits,
- Interest allocations for the Park District and Health Insurance funds for September, and
- The traditional bill list items (and then and now certifications).

b. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week.

There was a quarterly review of the budget scheduled on October 27 (today) after the voting meeting.

The budget hearings are set and confirmed on the calendar. This Thursday, the Prosecutor, EMA, Facilities Management, Municipal Court Clerk, the Treasurer, DR Court, and JFS are scheduled. The hearings are especially helpful if there are conversations needed to justify requests outside of the communicated parameters. The Commissioners are appreciative of the cooperation and collaboration.

c. Jail and Public Safety Facility Update

Administratively, there was a contract approved with Atlas Limited for professional photo documentation of the construction process; this includes

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interior and exterior progression shots at regular intervals and documentation of the locations of the photos in correlation to the construction plans. These services are beneficial to the County during the construction administration phase of the project and will assist in future maintenance of the building and mechanical systems.

Further, there is a camera at the Government Services Building to record activity. Mr. Keller also has a link for the site; there is a potential of time lapse photos in the future.

Mr. Davis asked Chief Perrigo who was in charge of the construction security.

The Chief replied that he was in charge. There is 24/7 monitoring, and Chief Perrigo makes daily visits to the site. He also has daily conversations with the superintendent. He asked the Commissioners to let him know if they have any concerns.

Mr. Davis replied his primary concerns were the project budget and safety of the site.

The Chief added that they did post "no trespassing" and "no parking" signs.

Mr. Keller stated they site would be totally secure in a few weeks when part of the existing structure is brought down and the fence is extended.

Further, Mr. Keller has been working with city personnel on the zoning application for the King's furniture parking area. The parking areas are now being temporarily striped.

d. Facilities Update

Ms. Brown reported that in addition to the jail and public safety facility, there are a number of other projects in the Facilities Operations Management department.

On November 5, the proposals for the Clarence E. Miller building are due. The proposals will be reviewed once received.

On November 6, the bids for the Liberty Center roof are due. A contract is expected to be proposed in November, with roofing to be done in December.

On the voting agenda today is an extension of time to review the purchase of the Baldwin building.

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The Veteran Services Commission will move to their new space in December, if that timing works as planned. The Visitation Center connected with DR Court will plan to move into the Amstutz building (along with the Reentry Offices that are already located there) in the first quarter of 2016. That plan is being reviewed in November. There is a new furnace for the Amstutz building, but no major changes are expected at this time.

Mr. Keller is working on the research for the lot split to allow for the Park District to accept a donation of project for a Sensory Trail park, all in conjunction with the timeline and priorities of Soil and Water Conservation, the Park District, and the non-profit organization known as the Friends of the Sensory Trail.

Ms. Brown thanked Mr. Keller for his organizational skills in managing multiple projects.

e. **Connections Meeting**

A "Connections" meeting is planned for October 28. The agenda was in the review packet. We hope to get an update on the Going the Extra Mile (GEM) program that was reviewed at the leadership conference. In addition, there are several topics of interest to review.

f. **Bravos**

Bravo to Dennis Keller and the Facilities team, especially Mike, Josh, Sam, and Tod, for their excellent internal customer service with the maintenance at the Decorative Arts Center of Ohio. Brian Hill sent an email of thanks for their services. (In addition, there are some painting and parking lot repairs at DACO that will be planned within the traditional capital projects account for 2016.) We appreciate the DACO partnership.

Executive Session – Potential Employment of a Public Official

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss the Potential Employment of a Public Official at 9:49 a.m.

Discussion: Commissioner Davis stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Jason Dolin, Rick Szabrak, Lucas Haire, and Jeff Sauer.

Roll call on the motion as follows:

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

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On the motion of Dave Levacy and second of Mike Kiger, the Board voted to exit Executive Session at 9:54 a.m.

Roll call on the motion as follows:

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

Review continued

The Commissioners met at 9:54 a.m. to review legal issues and pending or future action items and correspondence. Commissioners present were: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Porter, Ray Stemen, Branden Meyer, Sgt. Black, Todd McCullough, Jon Kochis, Jason Dolin, and Carl Burnett.

Mr. Davis asked that a resolution for the appointment of Mr. Rick Szabrak as Economic Development Director be added to the Regular Meeting agenda.

Commissioner Davis stated at 9:55 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 27, 2015 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Carl Burnett, Spencer Remoquillo, Mary Beth Lane, Branden Meyer, Jim Bahnsen, Jason Dolin, Christina Foster, Scott Zody, Jeff Baird, Michael Kaper, Tony Vogel, Dennis Keller, Jon Kochis, Bart Hampson, Corey Clark, Ray Stemen, Chief Perrigo, AJ Lacefield, Ed Laramée, Jeff Porter, Rick Szabrak, Sgt. Black, Todd McCullough, Jon Slater, and Holly Mattei.

Pledge of Allegiance

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

Announcements

Commissioner Davis asked if there were any announcements.

Ms. Elsea stated there would be a resolution added on for the appointment of Mr. Szabrak.

Mr. Davis, on behalf of the Commissioners, presented Carl Burnett with a certificate in recognition of his service to Fairfield County through his exceptional journalism.

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Mr. Levacy added that he appreciated Mr. Burnett's precise and accurate stories.

Mr. Kiger agreed and added that Mr. Burnett's stories were always fair and impartial.

Public Comment

Commissioner Davis asked if there were any announcements.

Mr. Ray Stemen of 2444 West Point Road in Lancaster referenced his comments from last week and urged everyone to stay in touch with Congressman and Senators in order to keep on them about their constituents' expectations and make sure they are doing what they say they will do.

Approval of Minutes for Tuesday, October 20, 2015 and Thursday, October 22, 2015.

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, October 20, 2015 and Thursday, October 22, 2015 Regular Meetings.

Roll call vote of the motion resulted as follows:

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

Approval of the Auditor's Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Auditor's Office resolution approving an account to account transfer; see resolution 2015-10.27.a.

Discussion: Mr. Slater stated this was a transfer of appropriations for Tyler Content Manager and the AIMS project.

Roll call vote of the motion resulted as follows:

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

Approval of the Clerk of Courts - Title Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Clerk of Courts – Title Office resolution approving an account to account transfer in a major object expense category – Clerk of Courts Title Division; see resolution 2015-10.27.b.

Roll call vote of the motion resulted as follows:

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

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Approval of the Commissioners' Office Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Commissioner's Office resolutions:

- | | |
|--------------|---|
| 2015-10.27.c | A resolution authorizing the approval of a request for payment and status of funds report–FY2014 Home Funds – Drawdown for \$10,095 [Commissioners]] |
| 2015-10.27.d | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners] |
| 2015-10.27.e | A resolution to appropriate from unappropriated funds into a major object expense category – Fairfield County Commissioners/Maintenance [Commissioners] |
| 2015-10.27.f | A resolution approving an account to account transfer in a major object expense category – Fund# 1001, General Fund [Commissioners] |
| 2015-10.27.g | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners] |
| 2015-10.27.h | A resolution approving the grant agreement with the State of Ohio, State Community Development Block Grant (CDBG) FY2015, Grant # B-F-15-1AV-1 – CFDA NO. 14228 [Commissioners] |

Roll call vote of the motion resulted as follows:

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

Approval of the Coroner's Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Coroner's Office resolution approving an account to account transfer; see resolution 2015-10.27.i.

Roll call vote of the motion resulted as follows:

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

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Approval of the Board of Developmental Disabilities Resolutions

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

- 2015-10.27.j Account to Account transfer transportation supplies to contract services [Board of Developmental Disabilities]
- 2015-10.27.k Account to Account Transfer SSA other to contract services [Board of Developmental Disabilities]

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

Approval of the Engineer's Office Resolutions

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

- 2015-10.27.l A resolution to approve a Change Order for the 2015 Purchase of Liquid Asphalt. [Engineer]
- 2015-10.27.m A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle payouts, tax clothing, construction and training [Engineer]
- 2015-10.27.n A Resolution to Declare the GRE-38 Rauch Road Bridge Replacement Project a Necessity. [Engineer]

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

Approval of the Facilities Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Facilities resolution to approve contract addendum No. 3 for the purchase of property at 240 Baldwin Drive; see resolution 2015-10.27.o.

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

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Approval of the JFS Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following JFS resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Mary Ann Boone, see resolution 2015-10.27.p.

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

Approval of the Prosecutor's Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Prosecutor's Office resolution accepting Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for October 1, 2015 through September 30, 2016, grants to be administered by the County Prosecutor; see resolution 2015-10.27.t.

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

Approval of the Regional Planning Commission Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Regional Planning Commission resolutions:

- | | |
|--------------|--|
| 2015-10.27.u | A resolution authorizing approval of Change Order #2 for the Fairfield County CDBG – Village of Carroll FY 2014 Projects [Regional Planning] |
| 2015-10.27.v | A resolution to approve the Meadowmoore Section 4 Final Plat [Regional Planning] |

Discussion: Ms. Mattie stated that the Change Order was to add hand rails for the sidewalk project. Additional CDBG money would be used for this project. The Meadowmoore Section 4 Final Plat has already been approved by RPC.

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

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Approval of the Sheriff's Office Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Treasurer's resolutions:

2015-10.27.w A resolution authorizing an account to account transfer Fund 2812 [Sheriff]

2015-10.27.x A resolution regarding the disposal of 3 disabled vehicles [Sheriff]

Roll call vote of the motion resulted as follows:

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

Approval of the Payment of Bills Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Payment of Bills resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners; see resolution 2015-10.27.y.

Roll call vote of the motion resulted as follows:

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

Approval of the Commissioners' Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Commissioners' Office resolution to approve the appointment of the Fairfield County Economic Development Director; see resolution 2015-10.27.z.

Discussion: Ms. Brown stated that it was a pleasure to participate in the interviews and that she was looking forward to having Mr. Szabrak as a part of the leadership team. He will be an asset to Fairfield County. Mr. Davis added that the process to find a new Economic Development Director was a thorough one with some individuals having four interviews as well as participating in objective testing. He did not know the direction the interviews would go when starting the process but is thankful to be bringing in Mr. Szabrak. His strong relationship with the business community will be a great foundation with the "ABCs" of Economic Development falling into place quickly. Mr. Levacy welcomed Mr. Szabrak and stated he had much to add to the community. Mr. Kiger agreed and looks forward to working with Mr. Szabrak.

Roll call vote of the motion resulted as follows:

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

Mr. Davis asked Mr. Szabrak if he'd like to address the group.

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Mr. Szabrak thanked the Commissioners for the opportunity. He currently works in the community and has grown to love the Fairfield County community. He enjoys that the community takes ownership of their businesses in that everyone reaches out to one another which makes the area unique. Mr. Szabrak looks forward to serving Fairfield County.

Ms. Elsea stated the next Regular Meeting is scheduled for Tuesday, November 3, 2015 at 10:00 a.m.

At 10:16 a.m. Commissioner Davis stated the Commission would take a brief recess followed by the continuation of Review.

Review continued

The Commissioners met at 10:27 a.m. to review legal issues and pending or future action items and correspondence. Commissioners present were: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Jim Bahnsen, Mary Beth Lane, Holly Mattei, Ray Stemen, Ed Laramée, Jeff Baird, Jon Kochis, Bart Hampson, Corey Clark, Scott Zody, Branden Meyer, Michael Kaper, Jon Slater, and Staci Knisley.

- **Old Business**

- a. Economic Development Director
- b. Buckeye Lake State Park Dam

Next week, there will be a resolution to name the representatives for the advisory committee for the Buckeye Lake Community Impact Steering Committee. This steering committee is created to monitor the area while the dam repair is underway.

Mr. Levacy added that there would be meetings on November 9th at 2:00 p.m. and December 1st at 7:30 a.m. at the Buckeye Lake Yacht Club.

Mr. Kochis is working with ODNR to draw up an agreement for the use of the pump house land.

- **New Business**

- a. Patty Bratton's Retirement

Ms. Bratton sent an email that her last day would be Friday, October 30th. She is willing to continue to serve as the public representative for CFLP if the Commission would like for her to do so.

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The Commissioners looked favorably on her representation continuing.

Motion to Continue Patty Bratton as Public Representative for the CFLP.

On the motion of Mike Kiger and the second of Dave Levacy the Commissioners voted to approve the continuation of Patty Bratton's service as the Public Representative to CFLP on a volunteer basis.

Roll call vote of the motion resulted as follows:

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

b. Judge Harris Stepping Down

Judge Harris' last day is believed to be November 2nd. Mr. Davis is meeting with Mr. Landefeld to discuss his expected judgeship.

- General Correspondence Received

- a. Notice from Community Action re: Grant Application

We received a letter from Community Action regarding a grant application they plan to submit.

- b. Thank you from Fairfield County Fair

- Calendar Review/Invitations Received

- a. Bremen Chamber Annual Meeting – Thursday, November 12th at 6:00 p.m.
– Bremen Historical Society

- 1. Commissioner Levacy will attend.

- FYI

- a. Ohio RCAP Training

Commissioners Davis and Levacy are scheduled to attend the October 28th EPA training session for Utility Management. The Financial Management Spring training is to be announced. Both training sessions need to be attended by at least two Commissioners for loan principal forgiveness relating to the Allen Road project. The backup plan for trainings is an online option. Rachel Elsea has marked the calendar to review the trainings again to be sure all has been covered for the loan forgiveness.

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- Issues Bin (none)
- Open Issues (none)

Quarterly Budget Update

The Commissioners met at 10:34 a.m. for the Quarterly Budget Update.

Commissioners present were: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Mary Beth Lane, Jim Bahnsen, Michael Kaper, Branden Meyer, Ed Laramée, Ray Stemen, Jeff Baird, Holly Mattei, Jon Slater, Corey Clark, Bart Hampson, Dennis Keller, Scott Zody, and Carl Burnett.

Ms. Brown presented the quarterly budget update (attached).

Mr. Davis stated that he understood the term “growing the gap” can be confusing while the county builds a new jail. This is obviously different when building the jail, but he looks forward to continuing to grow the gap in the years ahead.

Mr. Davis thanked Ms. Brown and Ms. Knisley for their work. He added that it wasn't too long ago that they paid \$18,000 to \$22,000 to an outside vendor for a similar update.

Commissioner Davis stated at 10:45 a.m. the Commission would be in recess until the 11:00 a.m. Public Hearing.

Public Hearing – Pleasantville Road

The Commissioners met at 11:00 a.m. to discuss the potential bridge replacement on Pleasantville Road. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Baird, Jon Slater, Mary Beth Lane, and Ray Stemen.

Mr. Davis opened the hearing.

Mr. Baird provided a brief overview of the project. The current bridge on Pleasantville Road is deteriorating. The goal is to replace the bridge before it has to be load rated or closed completely. The new structure would be longer than the current one which requires additional right of way. The project is scheduled for 2017.

Mr. Davis asked if there were any comments in opposition to or support of the proposed project.

There were no comments.

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Mr. Kiger asked if they construction would affect bus routes.

Mr. Baird replied that they would do their best to have the project only affect one school year.

Mr. Kiger also asked if Mr. Markwood would need permits for tree removal.

Mr. Baird replied that he would have to check on that and that if Mr. Markwood did need permits, they would work with him to obtain those.

The hearing was closed at 11:02 a.m.

Adjournment

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 11:02 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, November 3, 2015, at 10:00 a.m.

Motion by:

Seconded by:

that the October 27, 2015, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on November 3, 2015



Steven A. Davis
Commissioner



Dave Levacy
Commissioner



Mike Kiger
Commissioner



Rachel A. Elsea, Clerk