

**Regular Meeting #48 - 2018
Fairfield County Commissioners' Office
November 1, 2018**

Public Viewing – Channel Street Vacation Petition

The Commissioners met at 8:30 a.m. to for a Public Viewing of Channel Street. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present was Jeremiah Upp, County Engineer.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, November 1, 2018 beginning at 10:07 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Lt. Churchill, Jeff Camechis, Ed Laramée, Jon Slater, David Burgei, David Miller, Lisa Notestone, and Mark Conrad.

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.

Commissioner Davis thanked everyone for their patience on Tuesday.

Public Comment

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

There were no comments offered.

Approval of Minutes for Tuesday, October 23, 2018 and Thursday, October 25, 2018.

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, October 23, 2018, and Thursday, October 25, 2018 Regular Meetings.

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

Approval of the ADAMH Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the ADAMH resolution to appropriate from unappropriated for contract services; see resolution 2018-11.01.a.

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

Approval of the Commissioners Resolutions

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

2018-11.01.b	A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of July 15, 2018 through August 15, 2018. [Commissioners]
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- 2018-11.01.c A resolution to consider a petition to vacate a portion of public road, Waterloo Alley, and establish a viewing and hearing date.
- 2018-11.01.d A resolution approving the grant agreement with the Ohio Development Services Agency, State of Ohio for the State Community Development Block Grant (CDBG) FY2018 Critical Infrastructure Program, Grant # B-X-18-1AV-1 – Fairfield County Commissioners [Commissioners]
- 2018-11.01.e A resolution authorizing the reduction appropriations in a major expenditure object category for fund# 2800, Airport Operations Fund – Fairfield County Commissioners [Commissioners]
- 2018-11.01.f A resolution approving an account to account transfer in a major object expense category for Fairfield County Coroner [Coroner]
- 2018-11.01.g A Resolution to approve to Rescind Section 2 of Resolution # 2018-06.12.c the transfer of grant match funds from Fund# 2800 to Fund#3034, Subfund#8186 & Approval of a fund to fund transfer - Fairfield County Commissioners [Commissioners]
- 2018-11.01.h A resolution authorizing the approval of a request for payment and status of funds report for the FY2016 CDBG Allocation - \$ 17,200 [Commissioners]
- 2018-11.01.i A resolution approving the grant agreement with the Ohio Development Services Agency a division of the State of Ohio Office of Community Development (OCD), for the Community Development Block Grant (CDBG) Program, Community Housing Impact and Preservation (CHIP) Program, Program Year (PY) 2018 grant# B-C-18-1AV-1 – Fairfield County Commissioners [Commissioners]
- 2018-11.01.j A resolution approving the grant agreement with the Ohio Development Services Agency a division of the State of Ohio Office of Community Development (OCD), for the Home Investment Partnerships Program (HOME) Community Housing Impact and Preservation (CHIP), Program Year (PY) 2018 grant# B-C-18-1AV-2 – Fairfield County Commissioners [Commissioners]
- 2018-11.01.k A resolution to approve the reappointment of Ms. Sharon Murphy to the Fairfield County Board of Developmental Disabilities. [Commissioners]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy and Steve Davis
Absent: 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 an account to account transfer in a major expense category; see resolution 2018-11.01.l.

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

Approval of the Domestic Relations Resolutions

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

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2018-11.01.m A resolution authorizing an account to account transfer for the adjustment of Personnel Services. [Domestic Relations Court] [Domestic Relations Court]

2018-11.01.n A resolution authorizing an account to account transfer for the adjustment of Contractual Services. [Domestic Relations Court] [Domestic Relations Court]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy and Steve Davis
Absent: 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 following Economic Development resolutions:

2018-11.01.o A resolution approving an account to account transfer in a major object expense category [Economic & Workforce Development]

2018-11.01.p A resolution approving an account to account transfer in a major object expense category [Economic & Workforce Development]

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

Approval of the Engineer's Office Resolutions

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

2018-11.01.q A resolution to authorize the disposal of obsolete vehicles within the Fairfield County Engineer's Office. [Engineer]

2018-11.01.r A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3434 CLE-27 Bridge Replacement Project [Engineer]

2018-11.01.s A resolution authorizing the approval of repayment of an advance to the General Fund 1001 General Fund Advance [Engineer]

2018-11.01.t A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for equipment repairs [Engineer]

2018-11.01.u A resolution to approve an Addendum to an Agreement with TEC Engineering, Inc. [Engineer]

2018-11.01.v A resolution to approve an agreement between Fairfield County and E.P. Ferris & Associates, Inc. [Engineer]

2018-11.01.w A resolution to approve an agreement between Fairfield County and Jobes Henderson & Associates, Inc. [Engineer]

2018-11.01.x A resolution to approve an agreement between Fairfield County and 2LMN, Inc. [Engineer]

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

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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 amendment regarding approval of an Agreement between The Ohio State University and Fairfield County Job & Family Services, Fairfield County Child Protective Services; see resolution 2018-11.01.y.

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

Approval of the Juvenile/Probate Court Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Juvenile/Probate Court resolutions:

- 2018-11.01.z A resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Fund #2641 Title IV-E Fund [Juvenile/Probate Court]
- 2018-11.01.aa A resolution authorizing the approval of repayment of an advance to the General Fund from Fund #2856 Child Abuse & Neglect Discretionary Fund (QIC) [JUVENILE COURT] [Juvenile/Probate Court]

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

Approval of the Prosecutor's Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Prosecutor's resolution accepting Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for October 1, 2018 through September 30, 2019 grants to be administered by the County Prosecutor [2120-Prosecutor Victim Assistance]; see resolution 2018-11.01.bb.

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

Approval of the Sheriff's Office Resolutions

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

- 2018-11.01.cc A resolution to appropriate from unappropriated in a major expenditure object category Sheriff's Office Fund 2711 Continuous Professional Training [Sheriff]
- 2018-11.01.dd A resolution authorizing the approval to extend the repayment date of an advance of funds – Fund #2812 14- Hope Grant [Sheriff]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy and Steve Davis
Absent: 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 Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2018-11.01.ee.

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

Budget Hearing – Auditor

The Commissioners met at 10:14 a.m. for the 2019 Auditor Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Mark Conrad, Jon Slater, David Burgei, David Miller, Ed Laramée, and Lisa Notestone.

Mr. Slater stated the office has focused a lot on personnel over the last year. He presented an updated table of organization for the office. He stated the only change is under weights and measures in that they are not hiring a new part time inspector. This has resulted in the shift of some funds to contract services for when the need arises.

Dr. Brown asked about the appraiser position that is now posted now. Was that a change to the table of organization, as well?

Mr. Slater replied that they did move a position in real estate assessment.

Dr. Brown asked a few more questions on the structure of the table of organization.

Mr. Slater stated they tried to keep within the spirit of the guidelines with the 2% increase, and there were actually two positions they plan to add or fill for real estate assessment side for planning purposes. One position has been budgeted in real estate assessment but has not been filled, and that is the supervisor position.

Dr. Brown had a few recommendations for the structure of the table of organization, such as including only current positions (filled or to be hired within year); allowing vacant positions vacant for more than a year to be removed from the table of organization; and not using the term interim for positions that are held for two and a half years. This can help keep the table of organization a current tool.

Mr. Slater indicated the department also planned to pay the Chief Deputy position 10% out of the general fund in 2019.

Mr. Davis stated the Commission did not currently see a need for a follow-up hearing.

Budget Hearing – GIS/Real Estate

The Commissioners met at 10:26 a.m. for the 2019 GIS/REA Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Mark Conrad, Jon Slater, David Burgei, David Miller, Ed Laramée, and Lisa Notestone.

Mr. Slater reported that the GIS is supported by the REA and general fund contributions. GIS is very helpful during reappraisal. Staff is at about 50% from what it was historically years ago.

Mr. Burgei reported the budget hadn't changed from years past with the exception of contract services. Mr. Burgei proceeded to provide highlights of the REA fund.

Mr. Davis said the only thing that stands out with REA is the salary line item.

Mr. Slater replied that there is a lot of activity going on. There were two budgeted positions open for half of the year and it is their intent to fill those. These appear as the adjustments from the 12.31.2017 table of organization to the current table of organization shown today.

Mr. Davis asked if there was an estimated for the REA fund balance going into 2020.

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Mr. Slater replied they expected it to be \$2.5 to \$3 million less than it currently is. The fund grows though as there are typically more revenues than expenditures in any given year.

Dr. Brown suggested evaluating expenditures and departmental positions to determine if there is an ability to appropriately charge expenditures to the REA fund.

Mr. Slater agreed and stated that was evaluated regularly and will continue to be evaluated.

Mr. Burgei added that the \$1.9 million for building improvement was carried over since it wasn't used last year.

Mr. Davis stated the jail project was successful. He asked what the plan was for that project.

Dr. Brown replied they were in the design phase and would be issuing advertisement for the project by early 2019. It is not going to be a project where the construction manager at risk model will be used, given there would likely not be an ability to obtain a guaranteed maximum price in benefit of the project, which includes historical preservation aspects. She added the pressure and variables of the jail project differed from those now found in the Auditor's project. There is time to have flexibility in the design to ensure needs for the future REA offices are met. The historical preservation component of the project can add some time to the project, and we will adjust the targeted milestones appropriately. She stated that the parking lot improvements will be coordinated with the REA related project.

Mr. Davis stated that the Commissioners take pride in being on time and under budget. While 108 North High is for the Auditor's office, it is still a county project. He would appreciate it if they could use it as a bragging item as well.

Mr. Slater stated that he understood and that Mr. Keller was leading the project. He has great faith in Mr. Keller and his expertise. The last timeline looked like occupancy at the beginning of 2020 with going out for bid in January 2019. We will adjust the timelines as needed.

The Commission did not see a need for a follow up hearing. Mr. Davis encouraged ongoing administrative discussions.

Budget Hearing – IT

The Commissioners met at 9:02 a.m. for the 2019 IT Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Mark Conrad, Jon Slater, Dave Burgei, Lisa Notestone, Ed Laramée, and David Miller.

Mr. Slater stated the budget fluctuated over the past several years due to personnel changes. He believes Mr. Conrad is doing a great job.

Mr. Conrad stated the budget was less than 2018 primarily due to personnel. This gave him the opportunity to be flexible in other areas, especially contract services. Mr. Conrad's two top priorities are cybersecurity and infrastructure which are the primary beneficiaries of contracted services shifted due to the decrease in personnel costs. He also has a small increase in training as he is encouraging his staff to attend more training as able.

Mr. Davis stated that it is rare for a request to come in with a reduction and well under the overall parameters, and he appreciates it. He would not have expected such a decrease.

Mr. Levacy asked if they were still using Carbon Black.

Mr. Conrad replied that they were and have also purchased an additional function that allows them to get rid of Dark Trace. While he won't "go cheap to just go cheap", he will work to get equivalent functionality for less cost.

The Commission did not see a need for an additional hearing. There hearing was closed at 10:57 a.m.

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Budget Hearing – Regional Planning Commission

The Commissioners met at 11:06 a.m. for the 2019 Regional Planning Commission Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Loudan Klein, and James Mako.

Mr. Klein reviewed the 2019 budget. Not much has changed from 2018. The allocation request will remain at \$150,000. Member assessment also remains the same until the 2020 census. He reviewed other line items as well. They will be pulling \$4,000 from the cash reserves.

Mr. Davis asked about the subdivision review and permit fees. He asked what the revenues would be for 2018.

Mr. Klein replied they were at \$46,000 at the end of September and expect it to come close to projects, but it could be a little lower than projections. Many of the large projects they thought they would come in did not happen.

Mr. Davis asked if there is an anticipated reduction in carryover based on the permit fees being potentially lower than expected.

Mr. Klein replied that he did not think so. This year has been a conservative year in spending.

Mr. Davis stated a follow up hearing was not necessary. He thanked Mr. Klein for the substance and brevity.

Budget Hearing – Recorder

The Commissioners met at 11:23 a.m. for the 2019 Recorder Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Gene Wood, and Lisa McKenzie.

Mr. Wood presented deeds from the 1800s that had been preserved and bound. Everyone was impressed with the preservation.

Mr. Wood reported there was no real change in the previous year, other than the change in election on disability. They will need another \$125 in disability. There may be some adjustments for insurance.

Dr. Brown asked if there was a plan for the computer fund. Mr. Wood stated he did a little project each year. She suggested there may be a project that fund could participate in with the records center in 2020.

There is no need for a follow up hearing. The hearing was closed at 11:29 a.m.

The Commission was in recess at 11:34 a.m.

Budget Hearing – Soil & Water

The Commissioners met at 1:48 pm. for the 2019 Soil & Water Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Nikki Drake, and Christina Holt.

Commissioner Davis thanked everyone for coming and apologized for the delay. Ms. Drake presented highlights for the year including the celebration of their 75th anniversary. She also reviewed a breakdown on how their time is focused on their different endeavors. The only changes in the budget were the increases relating to the suggested parameters plus \$5,000 for the Buckeye Lake Watershed Coordinator.

Mr. Davis asked about the increases in 2020.

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Ms. Holt replied it was budgeted as an increase for 2% for wages and 5% for health insurance, which would change should the Commissioners recommendation change. (The increase is applied wholly to the Commissioners' share of expenses.)

Dr. Brown stated that the YouTube video was impressive and has been distributed throughout the county.

Mr. Davis asked what the projected carryover is to be from 2018 to 2019.

Ms. Holt replied it was projected to be around \$161,000.

Mr. Davis asked what the entire budget is.

Ms. Holt replied the entire budget is \$567,000 for their appropriations, using \$45,000 of the carryover to meet their budget.

Mr. Davis stated that the \$161,000 does not seem to be bad number, but they are on a path to exhaust the carryover. He suggested they try to avoid exhaustion.

There is no need for an additional hearing. The hearing was closed at 2:50 p.m.

Budget Hearing – Common Pleas

The Commissioners met at 2:06 p.m. for the 2019 Common Pleas Budget Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Magistrate Boone, Judge Berens, and Shannon Seesholtz.

Mr. Davis thanked everyone for attending.

Judge Berens stated that for 2018 he thinks the court has responsibly used the public monies allotted to them while taking advantage of grants available to them. He briefly reviewed the grants that have been awarded to the courts and partners of the courts. A pilot project for the Civil Protection Stalking Orders has also been started with some of the special projects money. This project uses local attorneys to represent the individuals. The probation department has started a women's wellness clinic that has been well received.

Magistrate Boone reviewed the 2019 budget. While the court is over budget this year, they have been able to use special projects money to bridge the gap. Doing so will deplete the special projects fund, resulting in the need to increase the request for next year. About \$46,000 is requested for a pretrial support position.

Mr. Davis asked who sets the court appointed attorney rates.

Magistrate Boone replied that the Commissioners do so by resolution, which was done many years ago.

Judge Berens replied that Fairfield County is pretty much "middle of the road" in relation to other counties' rates.

Mr. Davis asked if the courts experienced the bubble of the prosecutor's office working through their case backlog.

Magistrate Boone replied that they did, and she hopes they have currently peaked in their court appointed attorney costs. The indictments have decreased, but there is a lag of six to eight months from the time of indictment to the time the attorneys close out their bills. The prosecutor finished closing out their cases in April, which would result in the peak ending around February of next year. If it were to hold steady, their requested increase would be about \$200,000 more than it is, but they expect that to flatline.

Mr. Davis asked the local willingness to serve as court appointed attorney.

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Judge Berens replied they have a good group of attorneys who are experienced to handle the cases. He is hesitant to add attorneys from other counties and would rather they have an office in Fairfield County or have some type of relationship to the area.

Magistrate Boone added that those who do decide to retain counsel choose attorneys who are on the court appointed list already.

Magistrate Boone added that Licking County recently had an issue with their rates in that the attorneys complained it was too low. She believes the current rates for Fairfield County are very reasonable and that the defendants are getting very good representation for what the county is paying.

Judge Berens stated that when he gets a billing statement that is higher than the limit, he gives the attorneys the benefit of the doubt if there is justification submitted with the bill as every case is different. The attorneys are reasonable with their bills.

Ms. Brown stated that for bills that are approved outside of the limit, the county does not get state reimbursement. She also suggested, if necessary, they evaluate increasing the rates and examining any potential offset for expenses.

Magistrate Boone stated they make every effort to monitor the bills to make sure they are reimbursed from the state.

Judge Berens spoke briefly on Issue 1. He stated if the issue passes the amount of money the county spends on court appointed fees will be greatly reduced as there will not be a requirement to appoint an attorney.

Magistrate Boone suggested a follow up budget hearing should Issue 1 pass as there would be transition costs. There would likely be increases of costs in other areas.

Magistrate Boone reviewed additional line item changes.

Mr. Davis stated that the Commission had accepted the request from the Sheriff's Office to create a transport unit to transport inmates to court. He asked how it was going.

Judge Berens replied some improvement has been seen over the last four months.

Dr. Brown replied that they had had some struggles filling positions due to the need for qualified applicants.

Judge Berens replied that it is not perfect, but is better than it was.

Magistrate Boone state that they continue to have some issues, which is conveyed to the Sheriff's Office.

Commissioner Davis thanked everyone for attending. The hearing was closed at 2:50p.m.

Public Hearing – Channel Street Vacation Petition

The Commissioners met at 2:53 p.m. for the Channel Street Vacation Petition Public Hearing. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jeremiah Upp, Sharon Cashner, and Ken Cashner.

Commissioner Davis reviewed the process of the hearing.

Mr. Upp reviewed the proposed vacation is a section of Channel Street from Buckeye Avenue to the south just in front of the channel coming off the lake. The Engineer's Office reviewed the proposed vacation and found no issues.

Mr. Davis asked if there were any comments in favor of the proposed vacation.

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Ms. Cashner stated it would help them to tie in their two lots.

Mr. Davis stated they were out at the site this morning. They were advised they own both sides of the property.

Ms. Cashner stated that was correct.

He asked if the property would be split evenly or unevenly.

Ms. Cashner stated she believes they will become one.

Mr. Upp added that the alley would be split evenly and then they would have the option to make the two parcels one parcel.

There were no additional comments in favor of the proposed vacation.

There were no comments opposing the proposed vacation.

The Commission did not have any questions.

Mr. Davis stated that he does not see any reason why this should not be approved.

Mr. Upp did not have any concluding remarks.

Ms. Cashner thanked the office for their help.

The hearing was closed at 3:04 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 at 3:04 p.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy and Steve Davis

Absent: Mike Kiger

The next Regular Meeting is scheduled for Tuesday, November 6, 2018 at 10:00 a.m.

Motion by:

Seconded by:

that the November 1, 2018, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on November 6, 2018



Steven A. Davis
Commissioner



Dave Levacy
Commissioner

Absent

Mike Kiger
Commissioner



Rachel A. Elsea, Clerk