

**Regular Meeting #50 - 2015  
Fairfield County Commissioners' Office  
November 3, 2015**

**Public Viewing – Amanda Northern Road**

The Commissioners met at 9:00 a.m. to view Amanda Northern Road. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy and Mike Kiger. Also present were Jeff Baird, Allan Reid, and Tom Pontius.

**Review**

The Commissioners met at 9:34 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, Branden Meyer, AJ Lacefield, Scott Zody, Dennis Keller, Corey Clark, Chief Perrigo, Tony Vogel, Todd McCullough, Kellie Ailes, Jeff Barron, Jeff Porter, Jim Bahnsen, Michael Kaper, and David Uhl.

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

a. Highlights of Resolutions/Proclamations

Ms. Brown reported on the resolutions proposed on the voting agenda.

There was a resolution to name the representatives for the advisory committee for the Buckeye Lake Community Impact Steering Committee. This steering committee was created to monitor the area while the dam repair is underway.

There was a resolution to rescind a transfer of intergovernmental funds relating to ODJFS processes. This resolution originally allowed for a flexible funding resource to be used at the Child Support Agency, and further analysis shows that the source is best used in the Public Assistance fund at this time, which means the original resolution can be rescinded.

There was a resolution to approve Licking County special assessments.

There was a resolution to authorize signing of a CFLP contract amendment and the 2016 contract, as discussed at the last CFLP meeting.

There was a resolution to approve CHIP transactions relating to the release of mortgages in accordance with grant terms and conditions.

There was a resolution to declare a bridge project a necessity.

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

- Drawing down CDBG funds,
- Setting a 2016 date for the repayment of HOPE grant advance of funds,
- Processing the BWC refund,
- Appropriating unappropriated funds for the Engineer and the Clerk of Courts - Title,
- Transferring appropriations in accounts to properly classify expenditures for the Commissioners (general fund) and the Clerk of Courts (title fund), 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 are budget hearings continuing this week. 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

Dennis Keller and Carri Brown reviewed the construction site last week. All is going as planned. Bennett and Williams representatives are on site during excavation.

We are working with IT to set up a kiosk and other options for people to be able to view the construction as it progresses.

The parking spaces at the King's' furniture site are in use.

Cameras are in use for security.

Mr. Davis added that the blighted block is looking better already and he expects it to continue to improve.

d. Customer Service Training and other Training

The review packet contained a flyer for the November 18<sup>th</sup> training. We are opening this up to other political subdivisions so that public employees can attend if they so desire. The training is to be held at Liberty Center.

The Sovereign Citizen Training is to be held on November 5.

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e. BRAVO

- Bravo to **Staci Knisley** for her support in answering questions from fiscal officers relating to MUNIS.
- Thanks to **Christina Foster** for conducting payroll related research.
- Thanks to everyone who participated in the **Halloween costume event** to benefit the food pantry. About \$170 was raised!
- Thanks to the **Sheriff's Office** who will be holding its second annual "Run Your 'Stache Off 5K/Kids' 1K (November 28, 2015)" and fourth annual "Mustache Fundraiser" this November to benefit the St. Jude Children's Research Hospital.
- Thanks to the **Board of Elections team** for the efforts in promoting the United Way. Susan Stoughton Nixon sent a nice email of appreciation.

- Old Business

- a. Buckeye Lake State Park Dam

On the voting agenda, there was a resolution to name the representatives for the advisory committee for the Buckeye Lake Community Impact Steering Committee. This steering committee was created to monitor the area while the dam repair is underway. Members of the committee are proposed as Commissioner Levacy, Holly Mattei, Rick Szabrak (with AJ Lacefield as an alternate), and Travis Markwood.

- New Business

- General Correspondence Received

- Calendar Review/Invitations Received

- a. Walnut Creek Village Grand Re-Opening – Thursday, November 5<sup>th</sup> at 10:00 a.m. in Baltimore.
    - 1. Ms. Elsea will attend.
  - b. Buckeye Lake Region Chamber Lunch – Wednesday, November 11<sup>th</sup> at 12:00 p.m. at the Buckeye Lake Winery
    - 1. Mr. Levacy will attend.

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- FYI

- a. 2016 Holiday Schedule

The schedule for 2016 follows the same schedule as the previous three years. The resolution will be proposed for the next Tuesday meeting.

- b. Violet Township Zoning Commission Hearing

A copy of this notice has been forwarded to Regional Planning.

- c. Sheriff's Office 2nd Annual "Run Your 'Stache Off 5K"

There are a variety of ways to participate in the Sheriff's fundraiser for St. Jude Children's Hospital.

- d. Prisoner Count

Chief Perrigo reported that as of last night the prisoner count was 210.

- e. Certificate for Patty Bratton

Ms. Elsea will create a certificate and reach out to Ms. Bratton to set up a time for Ms. Bratton to come in and meet with the Commissioners.

- f. Certificate for Holiday Parade Grand Marshall Jack Janoso

Ms. Elsea will create a certificate to mail to Mr. Janoso.

- g. Engineers Viewings and Hearings for 2016

Ms. Elsea will work with the Engineer's Office to schedule a day next year to hold as many viewings and hearings for Engineer projects on one day if possible.

- h. CEM and Liberty Center RFPs

The Clarence E Miller Building RFPs are due by 9 a.m. on Thursday, November 5<sup>th</sup>. Mr. Davis asked Mr. Keller to provide him an update as soon as possible. He also suggested the possibility of opening up the evaluation of the potential uses of the building to the public for input.

The Liberty Center RFPs for roof repair are due on Friday, November 6<sup>th</sup>.

- Issues Bin (none)

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- Open Issues

Mr. Kiger encouraged everyone to vote.

Commissioner Davis stated at 9:52 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, Christina Foster, Jason Dolin, Jeff Barron, Jim Bahnsen, David Uhl, Corey Clark, Kellie Ailes, Scott Zody, Michael Kaper, Jeremiah Upp, Branden Meyer, Ed Laramie, Chief Perrigo, Todd McCullough, Tony Vogel, Dennis Keller, and Jon Slater.

**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 noted a change in the department title of the resolution sections.

**Public Comment**

Commissioner Davis asked if there were any announcements.

There were no public comments.

**Approval of Minutes for Tuesday, October 27, 2015 and Thursday, October 29, 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 27, 2015 and Thursday, October 29, 2015 Regular Meetings.

Roll call vote of the motion resulted as follows:

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

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**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 to approve a refund as a memo expenditure for fund #7428; see resolution 2015-11.03.a.

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 Resolutions**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Clerk of Courts – Title Office resolutions:

2015-11.03.b        A resolution approving an account to account transfer-Clerk of Courts Title Division Fund #2326 [Clerk of Courts- Title]

2015-11.03.c        A resolution to appropriate from unappropriated in a major expenditure object category-Clerk of Courts Title Fund #2326 [Clerk of Courts- Title]

Roll call vote of the motion resulted as follows:

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

**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:

2015-11.03.d        A resolution to rescind resolution 2015- 09.15.j - A resolution formerly authorizing a transfer of funds on state of Ohio records – Job and Family Services [Commissioners]

2015-11.03.e        A resolution authorizing the approval to extend the repayment date for the advance of funds and to amend resolution 2015 10.20.a– Fund # 2812 14-Hope Grant, Sheriff's Department. [Commissioners]

2015-11.03.f        A resolution to authorize the Fairfield County Board of Commissioners to sign CFLP 2015 and 2016 Contract Amendments [Commissioners]

2015-11.03.g        A resolution authorizing an account to account transfer – Commissioners Office [Commissioners]

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- 2015-11.03.h      A resolution creating the Buckeye Lake Community Impact Steering Committee and Appointing Members. [Commissioners]
- 2015-11.03.i      A resolution authorizing the approval of a request for payment and status of funds report – FY2014 CDBG Funds – Drawdown for \$8,601 [Commissioners]
- 2015-11.03.j      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, 2015 through August 15, 2015 [Commissioners]
- 2015-11.03.k      A resolution authorizing the release of liens for assistance provided through the Fiscal Year 2005 Community Housing Improvement Program (CHIP) for Homeownership [Community Action]

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:

- 2015-11.03.l      A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for 2016 Lancaster Chamber membership [Engineer]
- 2015-11.03.m      A Resolution to Declare the RIC-13 Pleasantville Road Bridge Replacement Project a Necessity. [Engineer]

Discussion: Mr. Upp stated that the first resolution was for safety trainings that the Safety Director attends at the Chamber meetings. The second resolution was for a bridge replacement project near Oakthorp.

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 following Payment of Bills resolutions:

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2015-11.03.n      A resolution to approve the payment of the vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]

2015-11.03.o      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, Mike Kiger, and Steve Davis

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

At 10:07 a.m. Commissioner Davis stated the Commission would take a brief recess followed by the continuation of Review.

**Budget Hearing – Coroner's Office**

The Commissioners met at 10:24 a.m. to discuss the Coroner's Office 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, Christina Foster, Jason Dolin, Branden Meyer, Scott Zody, Ed Laramee, Dr. Tom Vajen, and Luann Davidson.

Mr. Davis thanked Dr. Vajen and Ms. Davidson for attending. Dr. Vajen stated that he appreciated the work that went into the recent leadership conference and also stated that he appreciated the opportunity for a budget hearing.

Dr. Vajen provided an overview of their 2016 budget. The Coroner's Office has a very efficient staff led by Ms. Davidson. This year they have made her full-time, which accounts for the salary line increases. Dr. Vajen added that this position change really should have happened three or four years ago. Other than Ms. Davidson's position change and the addition of Paul Burley a year or two ago, the office has not changed since the early 1990's.

The county's autopsy rate remains one of the lowest ten counties in the state (at 20%). Some counties average a 90%+ autopsy rate. While this number is trending up for the county, Dr. Vajen doesn't see it ever going above 50% as long as he is Coroner. He attributes the low autopsy rate to the thorough investigations. The county uses Licking County, as their rate is \$1,110 per autopsy, compared to OSU's rate of \$3,000.

Ms. Davidson added that they have had 36 autopsies this year.

Dr. Vajen added that Ms. Davidson is on call 24/7, and he appreciates all of her work.



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Ms. Davidson stated that due to the nature of the requirements of the office the staffing situation is unique.

Dr. Vajen went on to show the Commissioners the new summary page which is given to the press when records are requested. This is a better system compared to previous reporting system and was developed with the help of the Prosecutor's Office.

Mr. Dolin added that they are receiving more and more public requests for records of the Coroner's Office.

Ms. Davidson stated that the Coroner's Office website just went live which will streamline services and make records requests smoother. She added that they did have an adjustment to the expense of workers comp this year.

Mr. Kiger asked when paramedics were allowed to pronounce a death.

Dr. Vajen replied that the code allows for anyone who is trained which he believes is a loose definition. He stated that the Coroner will also confirm a death over the phone when need be. He added that he really appreciated the help from the Prosecutor's Office in creating the new summary page for records requests.

Commissioner Davis stated that minor adjustments could be made amongst the staff, such as for the health insurance expense, and he did not see a need for an additional budget hearing. Commissioners Levacy and Kiger agreed.

The hearing concluded at 10:33 a.m.

**Review continued**

The Commissioners met at 10:33 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, Christina Foster, Jason Dolin, Branden Meyer, Scott Zody, and Ed Laramee.

The Commissioners reviewed the conveyance fee report. The revenue in this category has met the estimates and continues on the projected pattern.

At 10:34 a.m. Commissioner Davis stated the Commission would be in recess until the 11:00 a.m. public hearing for Amanda Northern Road.

**Public Hearing – Amanda Northern 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

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Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Baird, and Jim Miller.

Mr. Davis opened the hearing.

Mr. Baird provided a brief overview of the project. The current bridge on Amanda Northern Road has about 20 years life span left, but the area farmers believe its bottom elevation is causing drainage issues. They “bought out” the remaining lifespan of the bridge so that it can be replaced next year. The structure is classified as a bridge.

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

Mr. Miller indicated that he was an Amanda Township Trustee and stated he had no objections to the project.

Mr. Baird added that assuming right-of-way and utilities are in place, construction will take place next year; otherwise it will be 2017 at the latest.

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 10, 2015, at 10:00 a.m.

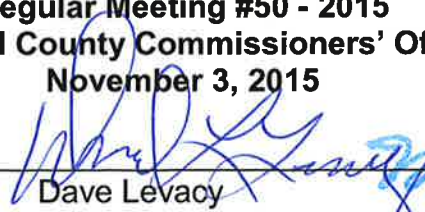
Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

that the November 3, 2015, minutes were approved by the following vote:

YEAS: NAYS: None  
ABSTENTIONS: None

\*Approved on November 10, 2015

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