

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Budget Hearing – Information Technology

The Commissioners met at 10:44 a.m. to discuss the Information Technology Department's 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, Scott Zody, Jon Slater, Randy Carter, and David Miller.

Mr. Davis thanked Jon Slater, County Auditor, and his team for attending the budget hearing.

Jon Slater indicated that he was appreciative of the efficiencies within the IT department and the services that are provided by the professionals in the office.

Randy Carter indicated that there were not many changes in the departmental budget except that they do plan to hire a person that is now a temporary. Carri Brown pointed out the reduction in contract services and the increase in salaries.

Commissioner Davis asked how the health insurance line was calculated. David Miller indicated an increase of 8% over 10 months was estimated.

Carri Brown added that as more information about the records center unfolds, there may be adjustments to the IT departmental budget or other budgets.

Jon Slater stated that the AIMS (data imaging) project was progressing, and he appreciated everyone's work on this project. Randy Carter added that training was underway.

Commissioner Kiger asked if new lines were installed for the Dog Shelter. Randy Carter replied that new lines were installed for the Dog Shelter and others, and the one-time expenditure for that particular project should save money in the future.

Commissioner Davis noted that the GIS allocation request remained flat, and he indicated that the GIS director could provide an update on projects later in the day. Jon Slater indicated that he was appreciative of the collaborative projects with GIS, and Commissioner Levacy agreed.

Jon Slater stated he appreciated the change in the time for the Auditor's budget hearing as he desired to attend training. Commissioner Davis stated that in advance of the budget hearing for the Auditor, he would like to know more about the spreadsheet that was provided: the parameters appeared to have been reflected but the 2016 budget shows a marked increase, as compared to the 2015 budget. David Miller replied that a full table of organization was accounted for; the addition of the chief of staff position was included; an increase in the salary of the personal property lead staff member was included; and the personal property department was consolidated into the Auditor's budget.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Commissioner Davis indicated he would be interested in more information about the Auditor's budget, but he did not anticipate any additional information needed for the IT department specifically. Commissioners Levacy and Kiger agreed.

The hearing concluded at 11:01 a.m.

Budget Hearing – Regional Planning Commission

The Commissioners met at 11:01 a.m. to discuss the Regional Planning 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 and Holly Mattei.

Ms. Mattei provided highlights from her presentation (as attached). She indicated that the RPC staff was at a level that was below that of 2008, but they are working efficiently. The increase in the RPC budget is for the land use plan, which is in need of updates, and the transition of the building department administrative aspects.

Commissioner Levacy indicated that he believed the transition would be helpful in improving customer service. He asked what fees were typically generated from the building department activities, and Ms. Mattie stated that it varied, but it was minimal, less than \$3,000 annually.

Ms. Brown stated that she appreciated the planning Ms. Mattei had accomplished for the hearing and for the transition of the building department administration.

Commissioner Davis stated he did not anticipate the need for an additional hearing for RPC, and the other commissioners agreed.

At 11:11 am, Commissioner Davis indicated that the Commission would be in recess until the 11:20 a.m., at which time there would be a budget hearing for the Recorder's Office.

Budget Hearing – Recorder's Office

The Commissioners met at 11:20 a.m. to discuss the Recorder'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, Gene Wood, and Lisa McKenzie.

Commissioner Davis thanked Mr. Wood for attending. He asked Mr. Wood to present any information concerning his budget he'd like.

**Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015**

Mr. Wood replied the only changes in the budget were for the salaries and benefits (2%). The only other addition was adding \$1,000 to the travel object line to allow for Ms. McKenzie to participate in the Summer Records Conference.

Commissioner Davis thanked Mr. Wood for his time.

The hearing was closed at 11:23 a.m.

Commissioners' Regular Meeting Item

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, November, 2015 beginning at 11:33 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, and Rachel Elsea.

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 discharge an RLF Lien for Child's Play Learning Center, Inc.; see resolution 2015-11.05.a.

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 11:36 a.m., Commissioner Davis stated the Commission would be in recess until the 1:00 p.m. Budget Hearings.

Budget Hearing – Auditor's Office/GIS/Real Estate

The Commissioners met at 1:04 p.m. to discuss the Auditor's Office, GIS, and Real Estate 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, Jon Slater, David Miller, Scott Zody, Dave Burgei, Ed Laramée, and Lisa Notestone.

Commissioner Davis thanked Mr. Slater for attending and asked him to review his 2016 budget request, specifically anything that was outside of parameters.

Mr. Slater stated the general fund budget was about 80% of salary and benefits. He added that REA carries a lot of the salary burden at 45%. 2015 spending will be significantly less than what appropriations were partially due to vacancies of employees coming and going. This year has had transition with Mr. Laramée leaving and Mr. Zody

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

coming in. That change is why the salary item reflects coming in at 2.9%, just a little above parameters.

Mr. Davis noted the increase appeared to be 7% not 2.9% and asked where that difference was.

Mr. Slater replied a salary was being moved from one department (personal property) to another.

Mr. Davis asked where the 2015 budget was for the department that was consolidated.

Ms. Brown said it was consolidated from personal property into the Auditor's main general fund department, as personal property as a department no longer exists. That department is reflected as "zero" at for 2016. The position formerly reflected in the personal property department is now imbedded within the lines of the Auditor's department.

Mr. Slater went on to say they are trying to work within the restraints of the parameters and do think it is manageable. They will be as effective and efficient as they can.

Mr. Slater stated there were issues with Weights and Measures. The portable scales were bought in 1991 and parts are no longer made.

Mr. Davis asked what is weighed.

Mr. Zody replied they take two scales with them in the field. The first scale is used to measure small packages (30 pounds or less) which measures produce and products to see if scales are accurate. A second scale weighs things up to 250 pounds, such as feed and fertilizer. These scales have to be calibrated and certified by the Department of Agriculture every three years. The current scales were certified last year, but the facts that they are 25 years old and have been phased out of productions means if something breaks, they are unable to work.

Mr. Davis asked for an idea as to how much they would cost.

Mr. Zody replied the estimates for the weights are \$3,800. The two scales combined are expected to be between \$7,000 and \$8,000. The scales have to be extremely precise.

Mr. Slater replied that the other issue was the maroon truck they have is a 2000 Dodge; and while it only has 80,000 miles on it, the part replacements can be an issue. This is an issue that will be coming down the road. He added that with every new store, there is a new annual responsibility for the Weights and Measures department.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Mr. Davis asked if there is any data on the frequency of inspections and how the weights and measures inspections are meaningful.

Mr. Zody replied he would be happy to obtain the data.

Ms. Slater stated the other issue with Weights and Measures is that Steve Brenstuhl has already retired once and no longer wants to be chief inspector. He would like to switch roles with Patrick Brighten. They will be looking at that shift in the organization. That may be a de minimis impact on the budget, however.

Mr. Burgei provided a brief update on GIS projects, including the five year budget plan for aerial photos. This year is a huge year for projects in relation to the five year plan. He explained a few of those projects (LIDAR, contours, elevation data, etc.). These studies are very informative to many county agencies and offices. The county wide GIS committee, consisting of 10 agency representatives, is very strong.

Mr. Davis asked how a non-governmental entity could obtain data that has been accumulated.

Mr. Burgei replied that all data is public data and must be shared if asked. They cannot charge for the services to recoup the costs. When charging for records, they can only charge for the reproduction costs.

Mr. Zody thought there were some things you can protect, such as the software that was purchased, and Mr. Burgei agreed.

Commissioner Davis came back to the budget proposals and asked if there were questions.

Ms. Brown asked questions regarding the health insurance line to confirm the correct amount to include.

Mr. Miller replied the updated request was for \$201,350.

Ms. Brown asked if the percentage of the personal property assessor (or what formerly would have been related to the lead position within the old personal property department) changed regarding what was paid from the real estate assessment fund versus the general fund.

Mr. Miller replied it was the same as the previous year.

Ms. Brown replied that there appeared to be an increase.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Mr. Slater replied that Josh Van Dyke had been provided an increase as he has picked up some of Mr. Laramée's important duties. Due to that increase in responsibility, they gave him an increase just under 10% increase (around \$4,000).

Ms. Brown asked if the department was now staffed at the department's full table of organization.

Mr. Slater stated that the department was fully staffed. Mr. Miller replied the proposal was presented at full staff with no anticipated vacancies.

Ms. Brown suggested they meet at another time to discuss the potential of adjustments relating to the prospective workers comp payment process.

Ms. Brown asked if that a vehicle or another need arises that the department first look at transferring within existing line items.

Mr. Slater replied they would do so.

Mr. Slater added they are currently working on implementing accepting credit card payments for dog tags. There hasn't been a lot of activity along these lines, but they want to improve customer service and options for the public.

He also commended finance on their certificate of achievement from the GFOA as well as the State Auditor's Office Certificate of Distinction. They are looking forward to completing AIMS and the Tyler Content Management. They will also be looking at a third real-estate vehicle. Prior to the market dropping off, there were three people going in to the field. They are dropping the philosophy of using personal vehicles, as that is more costly to the county in reimbursement. Three individuals are in the field fairly regularly now. The cash balances in the REA account are reflective of the use of photography. They are operating the office at a significantly lower level than what is recommended by the state.

Mr. Levacy asked if the LIDAR testing has reduced requirements to go out into the field.

Mr. Burgei replied that they are able to save costs. It helps with preliminary reviews and secondary reviews.

Mr. Levacy also asked if the surrounding counties were on the same page.

Mr. Burgei replied that Licking, Perry and Pickaway were getting there.

The hearing was closed at 1:44 p.m.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Budget Hearing – Soil and Water

The Commissioners met at 1:44 p.m. to discuss the Soil and Water 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, Amy Boyer, and Christina Holt.

Ms. Boyer started by saying their flat line budget over the past 5 years is catching up to them. She is proposing \$314,725 for their 2016 budget. As of January 1 they will transfer from ODNr's Division of Soil and Water to the Department of Agriculture's Division of Soil and Water. She hopes transferring to ODA provides from stability, but much is unknown at this time. The new formulation gave higher employed counties a lower allotment. This allotment will continue to hurt them this year and next.

Ms. Holt is projecting the 2016 state match to be \$183,152.

Mr. Davis asked if they think a greater transfer next year would mean a greater match.

Ms. Holt replied that that was their hope and added that the formula was very tricky, and that it was unknown until the Commission meets.

Ms. Brown asked what the calendar year estimate was for the local match.

Ms. Holt replied it was \$274,725.

Ms. Brown asked if the local match increases, would the state match increase beyond the \$183,152?

Ms. Boyer replied that the cap for the match was \$500,000 from the county before they would level out. She handed out projection information through 2020.

Ms. Holt stated it was currently hard to budget based on the state's allotment.

Mr. Davis asked if they were projecting to be in the red in the next two years, wouldn't they cut costs now?

Ms. Boyer replied that they have and that there wasn't much to cut back.

Mr. Davis asked if they are one of the top funded Soil and Water Conservation Districts in the state, given the county perspective of funding?

Ms. Boyer replied there were about 10 others larger.

Mr. Davis asked how they are larger without getting more county money.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Ms. Boyer gave Mr. Davis information on county contributions and state allotments.

Mr. Davis stated he wasn't opposed to trying to be helpful, but if the projections turn out to be accurate, this proposal is a band aid.

Ms. Boyer stated there were tough decisions to make and that at some point that would mean cutting staff which they would hate to do.

Mr. Levacy suggested they do some projections of losing staff, possibly through attrition.

Ms. Brown asked what was known about Hamilton County's other local funds.

Ms. Bowyer replied she wasn't sure but thought it may have been some contracted work.

Ms. Holt stated they did bring in \$32,000 doing EAP plans for Pickerington and Violet Township. Only so much can be done in trying to get more work while keeping staff levels the same.

Mr. Levacy asked if they have done any comparisons with counties with similar agriculture size mix.

Ms. Boyer replied that Delaware is very similar. Their funds are so good because of their ditch project.

Mr. Davis stated that the Commission would feel better if they were to accept the increase together with a business plan that addresses the deficits. It's going to be a challenge for them to endorse the increase in funding with the "out year" deficits - It doesn't feel like good policy to support the increase while recognizing substantial out year deficits.

Mr. Levacy agreed.

Ms. Boyer replied that she understood and acknowledged that the projections were scary numbers.

Mr. Davis asked for a follow up discussion to look at concepts for rightsizing the out years. He suggested increasing the allocation by \$40,000 as requested with the Soil and Water leadership looking at how to avoid the deficits. He asked Ms. Boyer and Ms. Holt to contact Ms. Elsea to schedule a follow up meeting and indicated that all of the Commissioners' staff would be available to help with the analysis.

The hearing was closed at 2:13 p.m.

Budget Hearings - 2015
Fairfield County Commissioners' Office
November 5, 2015

Budget Hearing – Human Resources

The Commissioners met at 2:14 p.m. to discuss the Human Resources 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, and Jeff Porter.

Mr. Davis thanked Mr. Porter for attending. He asked Mr. Porter to share any thoughts he may have.

Mr. Porter distributed a 2016 fact sheet. He stated there were two areas to focus on. Mr. Porter would be on county insurance starting next month. The contract services line now includes the third party FMLA contract and the Willis contract for research.

He reviewed the highlights from the past year. Roughly 45 more employees are taking insurance through the county. \$9,900,000 is invested by Fairfield County in the Franklin county consortium. The total number of outstanding CORSA liability claims has been reduced down to \$643,000. This is a significant decrease. Most of the severe claims are error and omissions (Auditor's Office, JFS, and Clerk of Courts). There have been 25 new employee searches, and 13 individuals are utilizing tuition reimbursement. The tuition reimbursement program is very successful and helps with retention. They average 6 new FMLA requests a day through the new third party administrator. HR has hosted 5 trainings this year. Three contract negotiations were completed within budget parameters.

For next year, they hope to accept input on the personnel policy manual and increase efficiency in employee onboarding. HR has also helped convince the health insurance provider to have a premium holiday next year instead of a gift card in connection with wellness efforts.

Mr. Davis asked how they could have 2% salary increase with only 1% budget request increase.

Ms. Brown believed it was because of hiring dates and estimates that previously included the previous director's rate in the past. The 2015 budget was a little more than what was actually needed ultimately.

Mr. Davis asked for a nutshell of the tuition reimbursement policy.

Mr. Porter replied they could pay up to a maximum of \$5,000 in a given year reimbursed at 50% of the tuition. Reimbursement is based on a first come, first served basis. The courses need to be applicable to the current role of work or a possible other position in the county. Currently the program is such that reimbursement cannot go above the 50%. Another appointing authority could appropriate more from their own budget if they wanted to, but this has not been raised yet.

Budget Hearings-2015 – November 5, 2015- 10 -