

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, November 8, 2018, beginning at 1:02 p.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Sam Diggs, and Jeff Barron.

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.

There were no announcements.

Public Comment

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

There were no public comments.

Approval of Minutes for Tuesday, November 6, 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, November 6, 2018 Regular Meeting.

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:

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| 2018-11.08.a | A resolution approving the reappointment of Robert Maynard to the Fairfield County Port Authority Board. [Commissioners] |
| 2018-11.08.b | A resolution approving an account to account transfer in a major object expense category for the General Fund# 1001 – Fairfield County Commissioners [Commissioners] |
| 2018-11.08.c | A resolution authorizing the approval of a proclamation. [Commissioners] |
| 2018-11.08.d | A resolution for approval and a signature needed by Fairfield County Commissioner Steve Davis, on the CFLP Solid Waste District Recycling Services Contract fourth quarter 2018 budget revision request. [Community Action] |

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

Approval of the JFS Resolutions

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

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

- 2018-11.08.e A resolution regarding a Contract Amendment between Job & Family Services and Fairfield Center for disAbilities & Cerebral Palsy, Inc. [JFS]
- 2018-11.08.f A resolution regarding a Contract Amendment between Job & Family Services and Creative Coach Company [JFS]

Discussion: Dr. Brown reported these resolutions were for medical transportation services.

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

Approval of the Regional Planning Commission Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Regional Planning Commission resolution to approve a Development Agreement for the Heron Crossing Section 4 Subdivision; see resolution 2018-11.08.g.

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

Budget Hearing – Engineer

The Commissioners met at 1:05 p.m. for the Engineer's 2019 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, Jeremiah Upp, Cheryl Downour, and Sam Diggs.

Mr. Upp reported there was nothing out of the ordinary for the County Engineer's budget. They have three Ohio Public Works Commission projects and one federal project planned for next year along with their own projects.

Mr. Davis asked what the GRF transfer number was.

Ms. Downour replied it was \$80,000.

Mr. Davis also asked about the adjustment to the license tax and when that would be realized.

Mr. Upp replied he believed it would start January 2019 and begin trickling in at that point.

Mr. Davis followed up by asking if they would wait for the revenue to grow before distributing the funds.

Mr. Upp replied they would let it build and at the end of 2019 he'll make the \$130,000 pledge to the townships available to them. He does not transfer it to their accounts as it is required to stay in the Engineer's accounts. The money for the Transportation Improvement District will be transferred to the TID account with an agreement in place according to the guidelines. Money can only be used for construction, not maintenance.

Mr. Davis stated that the additional money to the townships was very important to him in his decision to approve the request.

Mr. Levacy stated he thought it would be wise to speak to the new state administration to see if the force account limits can be changed.

Mr. Upp agreed.

Dr. Brown asked if the TID was considering letting debt for 2019.

Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018

Mr. Upp replied that it was not planned for 2019; they just want not be open to it should it be needed.

Dr. Brown asked about the use of salt and those expectations for the coming season.

Mr. Upp replied that salt almost doubled in cost. They are still buying the same amount. He and Ms. Downour rearranged some items in the budget to accommodate this. They have budgeted \$487,000 for salt this year.

Mr. Davis thanked Mr. Upp for coming in and stated that the Commission did not see the need for an additional hearing.

The hearing was closed at 1:22 p.m. and the Commission was in recess until the Juvenile/Probate Court Budget Hearing.

Budget Hearing – Juvenile/Probate Court

The Commissioners met at 1:33 p.m. for the Juvenile/Probate Court 2019 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, Sam Biggs, and Judge Vandervoort.

At the beginning of the hearing, Mr. Davis asked for a quick moment for general business. He stated he had a brief conversation with Commissioner-elect Fix. Mr. Fix offered for Mr. Davis to choose which office he would like. Mr. Davis stated he was fine keeping his current office with Mr. Fix taking Mr. Kiger's office. Mr. Levacy was okay with the plan, as well. The budget hearing for the Juvenile/Probate Court proceeded.

Judge Vandervoort reviewed "Budget Hearing Discussion Points" (attached). There are currently 44.5 employees with the Juvenile/Probate Court. Judge Vandervoort stated the "juvenile court fund" is a 16.58% decrease for 2019; "probate general" is up 2.45%; and "juvenile court probation" is up 14.9%. They are anticipating quite a lower IV-E contribution. Judge Vandervoort discussed the detention bed usage and early warning system. They have continued contributing to Multi-System Youth. They have two federal grants for 2019.

Dr. Brown stated that the judge and staff were very helpful in addressing five points in earlier discussions, and she did not have additional questions about those matters.

Mr. Davis stated that as the Commissioners look at the budget proposal, they have a comparative from 2018 to 2019 with Probate Court being in the same range and Juvenile Court being significantly outside of parameters. He asked her to explain that change.

Judge Vandervoort replied the salary changes are up about 14%. It is not new employees, but the movement of two employees from the recovery fund pursuant to the Commissioners request to work down that fund, but the recovery fund is not able to continue paying for the existing employees.

Mr. Davis asked if the lion's share of the increase has to do with paying for employees needing to be paid for out of the General Fund.

Ms. Vandervoort replied that was correct along with another employee movement.

Mr. Davis asked what changed in the history of that fund accumulating to the point it could pay for employees to it being exhausted.

Judge Vandervoort replied the revenue of the court used to be very fine and cost driven. If you successfully graduated from treatment court, your costs were around \$30,000. Those costs were put in the recovery fund. That money has probably accumulated from 1999 forward without much expenditure from the account. The Supreme Court recently issued a letter addressing fines and costs and their appropriateness. The Juvenile Court was contacted by the public defender's

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

office in Franklin County questioning the constitutionality of the costs. These were reviewed and addressed.

Mr. Davis asked when the collection of the costs changed, was there a look back period that the office needed to manage closed cases or did the office deal with a go forward approach in the change.

The Judge replied they did need to look at some closed cases. There was between \$3-\$5 million in uncollectable debt that needed to be addressed in closed cases. Now, every cost is addressed at the beginning of the case.

Mr. Davis asked about the recovery fund from 2018 to 2019. He asked if there was another dramatic change that will be coming.

Judge Vandervoort replied this was it because the change has been made.

Mr. Davis mentioned the 2019 budgeting year. He asked if there was anything on the horizon that would not meet the parameters in 2019.

Judge Vandervoort replied the court is very interested in the future cost of detention and the benefits there and how that could benefit Fairfield County.

Mr. Davis asked if she was referring to the allocation to MCJDC.

Judge Vandervoort replied that was correct.

Mr. Davis stated that was a concern of his as well, but as an allocation that was not specifically a part of the Juvenile/Probate Court departmental budgets within the general fund. He wanted to think about the departmental budgets and asked if there was anything new they anticipated in the Juvenile/Probate Court departmental budgets for next year that would throw them over the requested parameters. Mr. Davis clarified he is asking this due to the Commission's near constant task of looking at planning tools for several years out, wanting to be as accurate as they can be in long term projections.

Judge Vandervoort replied she feels the budget as presented the last year and a half sets a reasonable view without a large shift coming down the road (as far as they know).

Mr. Davis asked if the budget submitted has accounted for the possible costs of the early warning system.

Dr. Brown replied that about half of a new position (within Child Protective Services) is contemplated to be paid from the recovery fund, roughly \$45,000. Going forward from 2020 on, that position would likely require a general fund match (as there are fewer funds available in the recovery fund to continue the match from that source), and this concept is already in the planning stages. The model of the DR Court CPS liaison is anticipated to be used.

Mr. Davis stated that the Commission's approach to judicial budgets has been deferential in accommodating requests. He does not see that dynamic changing. However, the Commission is now pleading for as much conservatism as the courts can provide in managing expenditures. It is now possible in the out years revenues drop below expenditures.

Mr. Levacy asked if the recovery fund zeroing out would affect the 2020 budget.

Judge Vandervoort supposed it would a bit as there would be the half expense for the Early Warning System employee not available for use. They perceive drug testing and monitoring expenses to be within budget parameters.

Dr. Brown mentioned she believed the lease for the Chestnut Street building is about to be renewed. With moves in 2019 and 2020 within the Administrative Courthouse (based on remodeling of 108 N. High and other remodeling), there may be an opportunity to move those court related offices.

Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018

Judge Vandervoort replied they would be open to that.

Dr. Brown mentioned the contemplation of new services based on pending legislation which would allow for a new board with a director and employees funded with pooled funding. The mission of the initiative would be to support a guardianship program. Probate Court Guardianship might be the name of the new board. In conversation, Judge had anticipated using indigent attorney fee appropriations to support this effort. If the initiative is something that is thought to be something that will happen with confidence, Dr. Brown suggested moving the appropriations now to a transfer line for efficiency, saving a transfer resolution later.

Judge Vandervoort thought that they keep talking about the plans as they are in the early phases.

Commissioner Davis stated there was no need for an additional hearing and asked Judge Vandervoort to work with Dr. Brown on some of the issues still in play.

The hearing was closed at 2:04 p.m.

Budget Hearing – Domestic Relations Court

The Commissioners met at 2:06 p.m. for the Domestic Relations Court 2019 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, Lori Lovas, Judge Laura Smith, and Sam Diggs.

Mr. Davis thanked Judge Smith and Ms. Lovas for attending.

Judge Smith stated that the court has not asked for anything outside of parameters. However, they did ask for some minor changes this year for two staff members retiring to allow for the payout of sick and vacation time.

Commissioner Davis asked if they evenly allocate the 2% salary increase across the board.

Judge Smith replied it is evenly across the board.

Mr. Davis asked if the Judge had been made aware of the recommendations of the retention and recruitment workgroup.

Judge Smith asked which recommendation he was referencing.

Mr. Davis replied that one recommendation was the use of an employee valuation tool and using such tool would allow a wage increase of 1%-3% based on performance.

The Judge does not have an opposition to that as they have such a small staff with constant eyes on supervision. She does not have any staff she would consider underperformers.

Mr. Davis stated the goal of the package of recommendations is to address issues in competing and retaining employees. He urged her to review the recommendations when she had the chance.

Judge Smith replied that one issue they may look at in the future are salaries for magistrates. Those applying for the current position would be taking a pay cut, including an example of someone from a legal aid position.

Dr. Brown asked if the court was still on a 35 hours work week.

Judge Smith replied they are.

Mr. Davis thanked Judge Smith for her time. He added it is the Commission's intent to remain differential to the courts budget requests and they appreciate the conservatism in their spending.

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

Dr. Brown praised Ms. Lovas for her attentiveness to detail and ability to oversee financial matters for the court, including the grant administration, so well.

Commissioner Davis did not see the need for an additional hearing. The hearing was closed at 2:20 p.m., and the Commission was in recess.

Budget Hearing – Veterans Service Commission

The Commissioners met at 2:26 p.m. for the Veterans Service Commission 2019 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, Park Russell, and Sam Diggs.

Commissioner Davis thanked Mr. Russell for attending and asked for a brief overview of his budget.

Mr. Russell stated there was nothing special coming up for 2019. There is no need for a new van. The budget is set, and it looks like they will not use a little over \$500,000 allocated this year. Those line items include fuel and auto repairs. They are using all appropriation relating to their outreach. The veteran community spans from younger veterans to those in nursing homes.

Dr. Brown offered to provide assistance in issuing RFPs or for any other kind of service needed.

Commissioner Davis thanked Mr. Russell for his time and service. The hearing was closed at 2:35 p.m. and the Commission was in recess.

Budget Hearing – Board of Elections

The Commissioners met at 2:57 p.m. for the Board of Elections 2019 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, Brandon Meyer, Jeff Barron, Jennifer Sitterly, and Sam Diggs, Angel White, Amy Brown-Thompson, Jane Hanely, and Brett Riffle.

Mr. Davis reviewed the budget hearing process. He stated the process begins as it has in the past with the departmental leaders having the opportunity to highlight the items of importance in their budget. There will be a time for questions, and then it will be determined if an additional hearing is needed.

Ms. Hanley reported on savings in postage and supplies for 2018, including savings in using business reply envelopes. Previously the mail room put postage on the envelopes. There was a 12% return rate. The overall savings is roughly \$8,000 a year. Also, the absentee envelopes are now smaller, reducing mailing costs of about \$7,455 for the general election. Overtime for the year is expected to be cut in half compared to the 2016 number.

Dr. Brown noted that the usage of accounts does not match up to show overtime expenses to be cut in half.

Ms. Hanley stated that for the 2019 budget request, most line items are little to no change, except for contractual services. This will take a large hit due to the funding for new equipment. The state has given funding for equipment funding, but have chosen to do so by bonds. Contractual services do not allow the use of bonds.

Mr. Davis asked what the contractual services covered this year.

Ms. Hanely replied it covered the paper allocation, poll pad hardware and software, voter registration database, tabulation machines, ballot on demand printer, and security equipment at the board of elections.

Mr. Davis asked if the increase in the line item is attributable to paying someone for training.

Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018

Ms. Hanley replied the increase of \$150,000 is completely attributed to the new equipment training.

Mr. Davis asked if there was an estimate for the training.

Ms. Hanley stated they asked for quotes from the machine vendors. All quotes were around \$150,000. This will be a one or two-year cost. As of this morning, DAS still has not published the contracts for the new release. There is currently \$78,000 in the line item that would not be expended depending on the outcome of the hearing as it is for hardware.

Mr. Davis asked about the equipment and maintenance supplies of \$24,000.

Ms. Hanley reported that line item is in case any server used for tabulation goes down on or near election day. They must have that set aside so they do not have to request appropriations in an emergency.

Ms. Hanley moved on to the new voting machines the BOE is considering. They are looking at two machines. She went on to state just under 300 people attended the mock election. Of those surveyed, 26 preferred the paper system; 38 preferred the Dominion system. The two other systems are no longer under consideration.

Mr. Davis asked if the Dominion machine was the first choice right now.

Ms. Hanley replied that was correct.

He asked what the second choice was.

Ms. Hanley replied it was RBM until the presentation. The only other option is Clear Option as ESS was similar to RBM. Ms. Hanley went on to say that it is the Board of Elections duty to provide for accurate elections. Clear Ballot is allowed to have a 2% error rate which for a subdivision could be huge. Due to its system, Dominion is required to be 100% error free. Clear Ballot was not willing to tell what their error rate was. Aside from the complexity of RBM and ESS, the ESS machines could not be lifted by three of the full-time employees.

Ms. Hanley stated that one of their biggest concerns is the error rate of 2%. With the ADAMH recount, it would fall within the 2% error rate of the Clear Ballot. Ms. Hanley believes Dominion is also easier to use and easier to train. It is what the voters are currently used to using. The electronic tabulation is much easier and quicker. The use of paper ballots in this last election would include trying to scan 56,000 elections by midnight which is when they and their results were done this week.

Ms. Hanley went on to note that the Dominion certificates had fewer fails and requests than the Clear Ballot.

Mr. Riffle stated that while Clear Ballot is a great system, they need to print at minimum ballots for 50% over their registered election. This will increase the cost for paper by \$125,000-\$175,000. The storage of the machines is also an issue. They would not be able to store all the paper and machines in their current space. The cost for climate controlled storage is between \$80,000-\$100,000 a year. They would need to hire two new employees (a democrat and republican) to handle the paper. They would need to purchase four new ballot on demand printers which is \$56,000 with annual maintenance costs as well.

Mr. Davis asked if there was a spreadsheet comparing the costs.

Ms. Hanley presented a spreadsheet of additional costs for the Clear Ballot system.

Mr. Davis asked where the paper is being stored now.

Ms. Hanley replied a majority of the paper is stored at Drew Shoe. It does have to be stored in a climate controlled building. This cost is paid for by the Commissioners. The estimate for a warehouse is multiplying their current space by the storage needs for a federal election. She

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

looked up costs for a climate controlled pole barn and spoke with Dennis Keller about it as well. The security system required would be about \$30,000-\$40,000. The cost for a replacement system recently installed at the BOE was \$32,000. There would also be a monthly monitoring fee to the security system as well. Ms. Hanley reviewed the number of skids each election requires. The Clear Ballot system would take three skids where an election now takes 1/3 of a skid in terms of paper space. A forklift would be needed for the increased skids. The new employees would be at the new storage facility. They would also drive and deliver equipment. As an example, instead of delivering 1,800 ballots to Crossroads, they would need to deliver 18,000 ballots to that location. Ms. Hanley also spoke about the human error aspect of the paper ballots. This would not exist with an electronic system.

Mr. Davis stated that the percentage of population that votes absentee has grown over the years he asked how that's tracking in person versus by mail.

Ms. Hanley replied in person early voting increased by 38%. Mailed out ballots is decreasing. Over half of the early voting is done at the Board of Elections. For this election, 56% of registered voters voted with 20% of those voters voting early.

Mr. Davis asked what the current error rate of the scanners for absentee ballots is.

Ms. Hanley replied 3-5%.

Mr. Davis asked about the seasonal employees.

Ms. Hanley replied that Cuyahoga County is all paper. She spoke with them about their seasonal employees. They have about 200 seasonal employees, she took that number and factored it down to the size needs of Fairfield County.

Mr. Davis stated that the analysis presented was helpful. He asked how they arrived at the \$3.6 number.

Ms. Hanley replied it was from the quotes given from the vendors. Ms. Hanley stated they are not sure they can do the quoted buy back as the equipment was purchased with federal grant money. Everything purchased with the grant money must be destroyed together which includes all the boards of elections across the state. She believes the \$3.6 million was an old quote. The correct quote is around \$3.3 million. The final number will not be known until DAS posts their number. Dominion has said if they get a consortium of counties together they will get a better rate than the DAS rate.

Mr. Davis asked when the Board of Elections must change out their machines.

Ms. Hanley replied if they do not purchase in 2019, by mandate they will have to use their current equipment for the 2020 election. They can purchase in 2020, but can't use the machines until 2021. They are incentivized to move forward now so they can use new equipment for the 2020 presidential election to avoid the current rate of error.

Mr. Riffle believes it is a recipe for disaster to continue using the machines in 2020 especially given the current political climate.

Mr. Davis asked what improvements there would be from where we are now and where we'd be with the Dominion machines.

Ms. Hanley stated that the current equipment requires calibration; this is not required with the new equipment. Half of the logic and accuracy testing is spent calibrating. The new system would cut training from 2 weeks to 4 days. The new equipment works like a cell phone and recognizes the touch anywhere.

Mr. Davis asked if the savings relating to calibration was reflected in the budget.

Ms. Hanley stated the savings was not reflected in the budget.

Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018

Mr. Riffle noted that machines come with the tabulation software which is leaps and bounds ahead of where they are now. Last November there was a school board race with 4,200 write in votes that had to be counted that night. The current machines do not recognize the names, requiring a human to flip those votes. It took two days. The new system is still time consuming, but it will take much less time. They also must test to scanners for the logic and accuracy testing. This takes two people two days to test. The new system does it automatically. The same number of machines are needed as they currently have because of Ohio Revised Code.

Mr. Davis asked about the current absentee error rate of 3-5%. He asked if that would continue if they move to the Dominion machine.

Mr. Riffle replied they do not believe it would.

Ms. Hanley replied it wouldn't alleviate the error rate completely, but the quotes do not include high-speed scanners. The error rate is not for all the voters, just the paper ballots cast.

Commissioner Davis asked about the comparison of the old voting equipment to the new proposed voting equipment. He stated he was interested in this comparison because there may be potential cost savings and potential expenditures, as well. For example, are there any additional costs associated with the new system that are not found with the old system, outside of the costs of purchase?

Jane Hanley stated there are savings predicted with the recounts or risk reduction audits. With the Dominion system, the risk reduction audits are digital and not labor intensive. She also stated she anticipated fewer seasonal employees with the Dominion system in general.

Commissioner Davis asked if the cost savings were projected in the proposal.

Ms. Hanley did not think so.

Commissioner Davis asked if there were other things to highlight as changes from one system to the next.

Brett Riffle also stated that while from a management perspective the new machines were recommended, they were more concerned about what was the best for their customers. He believed the new equipment would provide for a speedier voting process for individuals.

Commissioner Davis was appreciative of that but he was concerned about how the decision affected the overall process and the operational experiences of the county. He remarked that he attended the mock election and had hoped the mock election would have also provided cost information to members of the public in attendance. He stated as an analogy, he might drive a Ford Fiesta and a Mercedes and would prefer to drive the Mercedes until the decision included the cost variable. He also realized that the voting experience was very short experience a couple of times a year and while did not discount how the experience might be a pleasant experience with one system versus another, he really wanted to examine the operational experiences. What were the drivers in the decision process in terms of the budget aspects of expenses or savings? He asked about the useful life of the machines. Was there a rule about the useful life in the certification process?

Ms. Hanley stated there was not.

Commissioner Davis asked what the sales pitch was regarding the useful life?

Ms. Hanley stated that it was 5-10 years. We have been very fortunate that the existing equipment has lasted for 15 years. The Board of Elections staff has taken very good care of the equipment over time. This was not always the case in other counties.

Commissioner Davis asked how long the warranty was for the equipment.

Ms. Hanley stated it was five years.

Commissioner Davis asked if the warranty was included in the costs.

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

Ms. Hanley stated it was.

Mr. Riffle added that Dominion uses universal parts for replacement, as opposed to proprietary parts like some other vendors do, and that should keep long term costs of replacement parts down.

Commissioner Davis asked who prepared the budget for the Board of Elections.

Ms. Hanley stated she did.

Commissioner Davis asked what the process was for budgeting with the Board of Elections.

Ms. Hanley stated she runs the numbers given the guidelines provided and tries to stay within parameters with her estimates. She gave some examples of how she calculates salaries for seasonal employees.

Commissioner Davis commented he was not asking about the process for calculating the numbers but was interested in the process for budgeting itself, the approval steps for the proposal. Did the board members of the Board of Elections review the budget? Did they review the expenditure for the equipment?

Ms. Hanley stated they did not review it. They knew it was being prepared.

Commissioner Davis asked if the Board of Elections board members asked questions about the budget.

Ms. Hanley stated they asked questions and were at a conference with her about the equipment when the numbers were first available so they were aware of the estimates.

Commissioner Davis asked what was the most recent estimate for the purchase; was it \$3.1 M or \$3.2 M.?

Ms. Hanley did not know.

Commissioner Davis asked if the Board of Elections board members made any changes to the budget proposal.

Ms. Hanley stated they made no changes.

Commissioner Davis surmised that the Board of Elections board members would have approved the budget in some way.

Ms. Hanley stated that was correct. She stated the documentation was available to them if they had questions.

Commissioner Davis asked about Mr. Riffle's involvement in the process.

Ms. Hanley stated Mr. Riffle did not take part in the presentation or preparation but that she and he talked about the budget.

Commissioner Davis stated that he was thinking about last year's budget hearings, and he recalled conversations with Kyle Farmer. He stated he recalled that last year there was a choice between raises for leadership (the director and deputy director) and adding a part-time clerical staff member. He was not sure about his memory on this.

Ms. Hanley stated it was between a full-time staff member and the raises.

Commissioner Davis asked what was decided.

Ms. Hanley stated they gave raises to themselves.

Commissioner Davis stated he thought the raises were for 14%.

Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018

Ms. Hanley stated she did not think so. They did not use the full increase for the raises. She stated they used seasonal employees instead of the full-time staff member for the clerical position.

Mr. Riffle added that the Board of Elections approved the raises after being presented options about what could be done in terms of providing raises and/or new staffing.

Commissioner Davis stated the percentage of increases was not the point. Rather, the point was that there are certain steps the Board of Elections can take that are not within the control of the Board of Commissioners. While there were concerns last year, this year the concerns are even more significant because the major expenditure of the equipment moves the needle for the full general fund budget. He does not mean to be harsh, but the expenditure impacts the carry over cash balance next year and impacts long-term budgeting. It is a dramatic change.

Commissioner Levacy asked how there could be a consortium to receive lower bids from the vendors. How can the vendors come in under their DAS bids?

Ms. Hanley was not sure but that was what she had heard was an option in that a consortium could receive a better offer than what was made available by DAS.

Commissioner Davis stated there were things yet to consider: the baseline estimate of costs, the potential of any credits for purchasing the old equipment, and the potential of any additional expenditures.

Ms. Hanley asked if there was interest in the lease option.

Commissioner Davis stated it would be evaluated.

Commissioner Levacy asked if the absentee process was like the Clear Ballot process.

Ms. Hanley stated it was.

Commissioner Levacy asked if the new equipment would support online voting if that were to come about.

Ms. Hanley and Mr. Riffle stated it would not as this would be a different process with a different mechanism.

Commissioner Davis requested that there be a second budget hearing to allow for the Board of Elections to consider any adjustments that needed to be made to their budget proposal in various line items.

After discussion, the next budget hearing was set for November 15th at 10:30 a.m.

Commissioner Davis stated the scariest thing he heard today was that the warranty was for five years. This large expenditure is something everyone hopes would be useful for more than five years. He asked if there were other questions.

Dr. Brown stated a budget is a useful management tool if the tool is accurate in its estimates. Dr. Brown added that the capital outlay line item is \$30,000 in the projection, and she wondered what that line item represented because the major capital outlay for the year was for the equipment purchase. What other item for capital outlay was projected?

Ms. Hanley indicated this was a line item in case there was an emergency need.

Commissioner Davis stated that he thought the emergency need was accounted for in the \$24,000 line item for equipment and repairs.

Ms. Hanley said that it was but this was an additional line for emergency need.

Dr. Brown asked if Ms. Hanley could provide an example of what might be paid from the capital outline line item.

**Regular Meeting #50 - 2018
Fairfield County Commissioners' Office
November 8, 2018**

Ms. Hanley stated she did not know but that Susie Bloom had stated that she needed to keep \$30,000 in that line item for emergencies.

Dr. Brown stated that she believed the state would be providing \$1.4M to Fairfield County for the new equipment purchase and asked if that was a correct amount to anticipate.

Ms. Hanley stated that it was.

Dr. Brown stated that she thought she heard Ms. Hanley state earlier that the DAS projections would be lower than the current projections for Dominion (from June and September) and Ms. Hanley stated that was correct in that they expected the projections to decrease when DAS was done with their process.

Dr. Brown requested a table of organization and a schedule of alternate policies (alternate to the County policy manual) be provided at the next budget hearing.

At approximately 4:45 p.m., Commissioner Davis stated the budget hearing was in recess until November 15th at 10:30 a.m.

The next Regular Meeting is scheduled for Tuesday, November 13, 2018 at 10:00 a.m.

Motion by: _____ Seconded by: _____
that the November 8, 2018, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on November 13, 2018

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