

**Regular Meeting #51 - 2018
Fairfield County Commissioners' Office
November 13, 2018**

Review

The Commissioners met at 9:01 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Josh Horacek, Amy Brown-Thompson, Jeff Fix, Tony Vogel, Todd McCullough, Jeff Camechis, Eric McCrady, Dennis Keller, Aunie Cordle, Kristi Burre, Jeff Porter, Jeff Barron, Loudan Klein, Mark Conrad, Chief Lape, Rick Szabrak, Jon Kochis, Lisa Notestone, David Miller, and Jon Slater.

- Welcome

Mr. Davis congratulated Commissioner-Elect Fix.

Mr. Fix stated he was humbled and excited by the opportunity to serve Fairfield County. He believes there is a great foundation for future successes.

- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

We are thankful for many things in Fairfield County and in our local government. During the month of November, employees and members of the public are welcome to express their thanks on our tree of gratitude located in the hearing room.

There is no meeting on November 20, and the offices are closed on November 22 and 23 for Thanksgiving.

On December 11, we will have swearing in ceremonies and the annual "sweets and treats" celebration.

Offices are closed on December 24 and December 25 in honor of Christmas.

- b. Highlights of Resolutions

Dr. Brown reported there were 25 resolutions in queue for the voting meeting.

We proposed a resolution to proclaim November Adoption Month. Members of the JFS staff will be present in honor of this proclamation.

We proposed approval of the committee recommendations relating to recruitment and retention of employees and the associated updates to the policy manual. (This relates to two resolutions: accepting recommendations and updating the policy manual -and- the approving the holiday schedule.) Employees are our best assets. To demonstrate Fairfield County values employees and the services they provide to the public, a work group designed comprehensive recommendations to support and engage employees. The overarching goal was to improve the county's ability to attract and retain talent. This group outlined 20 recommendations in the categories of:

- organizational culture, communications, and employee involvement;
- financial rewards;
- performance assessment;
- career development and training;
- work-life balance; and

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- health, wellness, and benefits.

Additional recommendations will likely arise for the future, yet these broad categories focused on what managers and employees both find important, with evidence in scholarly work and practical experience. There will be ongoing evaluation and monitoring of the recommendations as they are implemented.

JFS proposed approval of an agreement for protective placement in network.

We proposed reappointments to the RPC Board for Mr. Stringer and Mr. Ingram.

The County Engineer proposed a change order for the Salt Creek bridge replacement project and a perpetual easement for highway purposes.

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

- Reimbursements relating to WIOA and account to account transfers of appropriations, as well as appropriations from unappropriated funds, for Economic and Workforce Development (three resolutions);
- Appropriations from unappropriated funds for the County Engineer (two appropriations);
- JFS proposes seven financial resolutions relating to special revenue fund accounting, including a repayment of an advance and appropriations from unappropriated funds;
- A resolution to declare a surplus in the Certificate of Title Fund and approve a fund to fund transfer;
- Account to account transfers of appropriations to properly classify expenditures for Juvenile Court (three resolutions) and Common Pleas Court;
- The payment of bills.

Mr. Davis stated that when he was initially approached by Dr. Brown with the idea of creating a workgroup to look into retention and recruitment matters he thought it was a solution in search of a problem. However, he did not realize the breadth of the issues the county has in regard to recruitment and retention. He is now learning that these issues are not unique to Fairfield County. Mr. Davis stated that he is realizing that the County was late to the game in trying to adjust to the market and economy changes. He thanked the committee for their work. Given the market and magnitude of the problem this is not a silver bullet, but a beginning step.

Mr. Levacy agreed with Mr. Davis. As a business owner for the last 30 years, he knows money is not the only motivator for employees, but he also recognizes how they are treated and the workplace atmosphere are motivators.

Ms. Cordle stated she was very appreciative of the work and noted that two JFS departments had 25% turnover last year.

Mr. Szabrak spoke about the quick turnover seen in the younger generations as they get jobs at higher paying employers like Amazon and then quickly move on.

Dr. Brown added the work group's recommendations were action consistent with the strategic plan which included input from front line employees. The strategic plan has been updated.

c. Administrative Approvals & Budget Update

Administrative Approvals

The review packet contained a list of administrative approvals for the week. No questions were posed.

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Budget Update

The all funds budget will hopefully be proposed for the voting agenda of November 27. We have December 4 and December 11 as back-up opportunities for approval. We have scheduled one follow up budget hearing with the Board of Elections on November 15th at 10:30 am.

Mr. Davis stated that the last Budget Hearing is a follow up for the Board of Elections who have required \$5.2 million for next year up from their normal \$1.6 million. The Commission does not have unfettered authorization to reject the request. He looks forward to continuing the hearing and finding a path forward that is information based.

d. Roundtable Meeting – November 15th

There is a roundtable meeting scheduled November 15th. A draft agenda has been sent to all and was in the review packet. A regular meeting is planned on the same day at 10 am.

Ms. Elsea reminded everyone of the resolution deadlines for Thursday's meeting as it is the last opportunity to have a resolution on an agenda prior to November 27th.

e. BRAVOs

Thank you to the work group who provided thoughtful recommendations for recruiting and retaining employees. The work was a demonstration of how we in Fairfield County value employees.

Thank you to Jeff Camechis for leading the blood drive in November.

- Old Business (none)
- New Business
 - a. Mr. Davis informed the group that Hocking Township Trustee Tim Claypool passed away over the weekend. We send our thoughts to the Claypool family during this sad time.
- General Correspondence Received
 - a. CFLP 3rd Quarter Education & Outreach Report
- Calendar Review/Invitations Received (none)
- FYI
 - a. The jail population is 268.
 - b. Notice of Class I Modification from Retrieval Technologies
 - c. Thank You from AC Extreme 4-H Club
 - d. DD November 2018 Newsletter
- Issues Bin (none)
- Open Items

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Meeting regarding the West Buckeye Lake Improvement Project

The Commissioners met at 9:28 a.m. for a for an update on the West Buckeye Lake Improvement Project. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Josh Horacek, Amy Brown-Thompson, Jeff Fix, Tony Vogel, Todd McCullough, Jeff Camechis, Eric McCrady, Dennis Keller, Aunie Cordle, Kristi Burre, Jeff Porter, Jeff Barron, Loudan Klein, Mark Conrad, Chief Lape, Rick Szabrak, Jon Kochis, Lisa Notestone, David Miller, Ed Laramée, Branden Meyer, and Jon Slater.

Mr. McCrady reported the project was nearing completion. They are currently waiting on the Ballard Lane group to transfer their pump. The West Bank transfer is complete as is the Feeder Creek portion. They are running a pump bypass with the help of Mr. Vogel. Currently no pumps are pumping over the dam. The pump house will be built tomorrow followed by the installation of electricity and the installation of a security fence. Everything should be completely by the end of next week.

Mr. Davis asked how the revenue and operation structures worked.

Mr. McCrady replied that that petition ditch structure established a maintenance fund through the Auditor's Office. They can assess up to 20% and hold amounts in a fund to be used for maintenance. They typically assess 2% for eight years to build the fund. The Engineer does the maintenance and upkeep as needed with mechanical expertise from the Utilities Department. They will check the system weekly. The largest regular expense will be the electricity bill.

There are currently 46 ditch maintenance projects in place throughout the county.

Mr. Levacy asked if Ballard Lane had completed their portion of the project.

Mr. McCrady replied that they were waiting to hear from Clyde Muse who is currently out of town. Once they hear from him they can switch over their pumps.

Mr. Levacy stated that the West Bank area is very appreciative of the project and asked if there was any movement on the ODNr issue on North Bank Road.

Mr. McCrady replied that would be better addressed by Mr. Horacek, who indicated there was no change.

Mr. Davis added that the West Buckeye Lake Improvement Project is not solving decades worth of issues.

Mr. Davis stated at 9:38 a.m. that the Commission would be in recess until 10:00 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, November 13, 2018 beginning at 10:02 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Josh Horacek, Amy Brown-Thompson, Chief Lape, Sheriff Phalen, Branden Meyer, Kyle Witt, Jon Slater, Jeff Camechis, Bob Kalish, David Miller, Ed Laramée, Jeff Fix, Donna Stalter, Rick Szabrak, Jeff Porter, Mark Conrad, Jeff Barron, Aunie Cordle, Jon Kochis, Johanna Pearce, Loudan Klein, Christina Foster, JFS Protective Services Team, Kristi Burre, Todd McCullough, Dennis Keller, Tony Vogel, Dennis Keller, Bob Kalish, Laura Holton, Corey Clark, Lisa Notestone, and Ann Levacy.

Pledge of Allegiance

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

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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 Thursday, November 8, 2018.

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Thursday, November 8, 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 Clerk of Courts - Title Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Clerk of Courts – Title resolution to approve to declare a surplus for the Clerk of Courts Title Fund #2326 and a fund to fund transfer from the Clerk of Courts Title Fund #2326 to the General Fund #1001; see resolution 2018-11.13.a.

Discussion: Dr. Brown stated the Commission was deeply appreciative of the partnership with Mr. Meyer. Mr. Davis added that the Commission sincerely appreciates the transfer.

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:

2018-11.13.b A resolution authorizing the approval of a proclamation. [Commissioners]

2018-11.13.c A resolution approving the reappointments of Mr. Doug Ingram and Mr. Phil Stringer to the Fairfield County Regional Planning Commission. [Commissioners]

2018-11.13.d A resolution to approve the Holiday Schedule for 2019. [Commissioners]

Discussion: Dr. Brown stated there were 185 children in foster care, and November is a month set aside to honor the importance of adoption in the community. Commissioner Levacy presented the Protective Services Team with a proclamation.

Ms. Pearce then presented Mr. Levacy with the 2018 Friends of Adoption Award in recognition of his tireless advocacy in Fairfield County. Mr. Levacy thanked Ms. Pearce and stated it was really those working on the front lines who deserved the praise. He hopes there is a day when they do not have to have foster care or adoption. He thanked JFS for the honor.

Mr. Kalish presented Mr. Levacy with a Proclamation from Secretary of State Husted in honor of Mr. Levacy's work to help Foster and Adoptive families.

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Mr. Davis stated Mr. Levacy is the kindest and most charitable person in the county. He added that Mr. Levacy avoids any attention for his good deeds.

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

Approval of the Common Pleas Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Common Pleas resolution approving an account to account transfer in a major object expense category; see resolution 2018-11.13.e.

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:

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| 2018-11.13.f | A resolution approving an account to account transfer in a major object expense category [Economic & Workforce Development] |
| 2018-11.13.g | A resolution to approve the reimbursement of expenses incurred by Board of County Commissioners Economic Development Department, the administrative and fiscal agent for the Workforce Innovation and Opportunity Act Area 20/21 for administering the program as a memo expenditure for fund 7831 Workforce Innovation OPP Act 20/21 [Economic & Workforce Development] |
| 2018-11.13.h | A resolution to appropriate from unappropriated in major expenditure object categories for the Fund# 2716, RLF CDBG – Fairfield County Economic Development [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:

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| 2018-11.13.i | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for bridge load rating [Engineer] |
| 2018-11.13.j | A resolution to approve a Change Order for the CLE-27 Oakland-Stoutsville Road over Salt Creek Bridge Replacement Project. [Engineer] |
| 2018-11.13.k | A resolution to appropriate a perpetual easement for highway purposes from Parcel No. 028-01970-00 (2-SH). [Engineer] |
| 2018-11.13.l | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for printing of county road maps [Engineer] |

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

Approval of the Human Resources Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Human Resources resolution to approve recommendations and updates to the 2019 Personnel Policy Manual for Fairfield County employees; see resolution 2018-11.13.m.

Discussion: Mr. Davis thanked the committee for their work and production of an incredibly thorough product. He believes this is the beginning of the county doing a better job to express its appreciation towards those who work at the county and hoped to encourage others to join the Fairfield County team.

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

Approval of the Job & Family Services Resolutions

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

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| 2018-11.13.n | A resolution regarding Network Placement and Related Services Agreement between Richmeier Therapeutic Home and Job and Family Services, Child Protective Services Department [JFS] |
| 2018-11.13.o | A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2843, Ohio START Program, Fairfield County Job & Family Services [JFS] |
| 2018-11.13.p | A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2843, Ohio START Program, Fairfield County Job & Family Services [JFS] |
| 2018-11.13.q | A resolution to approve appropriations from unappropriated funds relating to additional Medicaid Net transportation for the Public Assistance Fund (2018) of JFS [JFS] |
| 2018-11.13.r | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS] |
| 2018-11.13.s | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS] |
| 2018-11.13.t | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS] |
| 2018-11.13.u | A resolution authorizing the approval of repayment of an advance to the General Fund from Sub-Fund #8182 Enhancing Permanency in Children and Families (EPIC) Program, Fairfield County Child Protective Services (CPS) Division. [JFS] |

Discussion: Ms. Cordle thanked the Commissioners for the advance which was now being repaid. The advance helped jumpstart funding for a grant.

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 Juvenile/Probate Court Resolution

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:

2018-11.13.v	A resolution approving an account to account transfer to Probate Services [Juvenile/Probate Court]
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2018-11.13.w	A resolution approving an account to account transfer from Juvenile Services to Probate Services [Juvenile/Probate Court]
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2018-11.13.x	A resolution approving an account to account transfer- Juvenile General Funds to Probate General Funds [Juvenile/Probate Court]
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Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy and Steve Davis
Absent: Mike Kiger

Payment of Bills

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2018-11-13.y.

Discussion: Ms. Brown noted the payment to BK Layer was for work on the West Buckeye Lake Improvement Project discussed earlier today.

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

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 10:19 a.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 Thursday, November 15, 2018 at 1:00 p.m.

Motion by: _____ Seconded by: _____
that the November 13, 2018, minutes were approved by the following vote:

YEAS: NAYS: None
ABSTENTIONS: None
*Approved on November 15, 2018

Signature

Steven A. Davis
Commissioner

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Dave Levacy

Dave Levacy
Commissioner

Absent
Mike Kiger
Commissioner

Balul Clax

Rachel A. Elsea, Clerk