

Regular Meeting #51 - 2017
Fairfield County Commissioners' Office
November 14, 2017

Review

The Commissioners met at 9:00 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, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Tony Vogel, Jon Kochis, Todd McCullough, Jeff Porter, Loudan Klein, Chief Lape. Chris Manning, Ray Stemen, Jeff Camechis, Jane Hanley, Brett Riffle, and Aunie Cordle.

- Legal Update

Mr. Horacek stated that as a result of the motion by the Commissioners at last Thursday's meeting he prepared an order, which Judge Berens signed yesterday, granting the request to obtain outside council for the opioid crisis litigation.

Mr. Davis stated that the next step would be for the Commissioners to consider a resolution to authorize that representation. They are not looking for financial gains from this but resources and education for the community.

Mr. Levacy stated that they need to employ all resources including this option. In many cases, addiction starts with prescribed pain killers.

Mr. Kiger said they should take the issue head on.

Ms. Brown added that 20 other counties in the state had already pursued this type of litigation.

- Administration and Budget Update/Carri's List

- a. Announcements

On November 18th, the Courts and multiple partners will be celebrating National Adoption Day. On November 21, we will propose a proclamation to honor National Adoption Day. Thank you to Juvenile Court, Child Protective Services, and multiple stakeholders for their work with adoption.

The Thanksgiving Holidays are November 23 and 24.

December 12th is the Holiday Open House in the Hearing Room.

Mr. Levacy congratulated JFS on the passage of their levy and stated that now they must focus on providing Christmas to those children in protective services.

Ms. Cordle thanked the Commission for their support.

Mr. Davis presented Ms. Cordle with a certificate of appreciation for her efforts to protect children and the elderly.

Mr. Davis presented Mr. Kochis with a certificate recognizing EMA's recent StormReady certification.

Mr. Davis presented a certificate to Mr. Porter and the HR team for their successful work with open enrollment.

- b. Highlights of Resolutions

Ms. Brown provided highlights of the proposed resolutions.

JFS proposed the approval of the plan for the non-emergency transportation program.

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There were financial resolutions proposed, such as:

- Appropriations from unappropriated funds for the County Engineer (five resolutions) and the Sheriff (non-general fund appropriations);
- A fund to fund transfer from EMA to the general fund;
- A movement of funds by operation of law for JFS (from PCSA to PA);
- Acceptance of VOCA and SVAA grants;
- The payment of bills (including the UHC payment for the health benefit plan & approval and payment of then and now certifications or substitute then and now certifications, as needed).

c. Administrative and Budget Update

Administration Update

The review packet contained a list of administrative approvals for the week. Ms. Brown asked if there were any questions, and none were posed.

County Budget Update

We hope to have the appropriation measure ready for approval by December 5. The Board of Elections Budget Hearing was rescheduled for Tuesday, November 14.

Thank you to all departments who have provided their tables of organization.

d. Roundtable – November 16th

A draft agenda was in the review packet. The CORSA University presentation on employee recognition will be a part of the roundtable as there is enough time to include that on November 16th and there are relevant aspects to review for leaders. The presentation from CORSA stresses the importance for employee recognition for its high value in retaining employees, and it offers suggestions for multiple ways to recognize employees apart from a short-term motivator of money.

e. Bravos

Thank you to the citizens of Fairfield County for supporting abused, neglected, and exploited children and elderly. Thank you to Aunie Cordle, Kristi Burre, and many others for their leadership in advocating for the children and elderly.

Again, Congratulations to Jon Kochis and EMA partners for the certification for weather readiness.

Thank you to HR for their collective work in the open enrollment process which was accomplished within Employee Self Service this year. Nearly all employees used the ESS system for the process. One employee provided information over the phone to allow for the HR representative to complete the process. The process was a very efficient one.

Bravo to the Clerk of Courts for their excellent customer services in managing a high volume of titles and obtaining superior customer service feedback (based on surveys implemented as modeled by JFS).

Thank you to Jennifer Nash and LeAnna Shaeffer, Probate Court officials, for their excellent customer service in answering a request for records and information.

Thank you to the members of the HR/Auditor/Commissioners/Utilities MUNIS related work group for attending the Tyler Technologies “boot camp” training.

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- Old Business (none)
- New Business (none)
- General Correspondence Received
 - a. Notice from the Dept. of Commerce that Liquor Permits expire February 1, 2018
- Calendar Review/Invitations Received
 - a. "What Works" With At Risk Youth – Thursday, November 30th at 8:30 a.m. at Crossroads
 - b. Save the Date – Lancaster-Fairfield Chamber of Commerce 2018 Annual Dinner – Saturday, January 20, 2018 at 6:45 p.m. at Fisher Catholic
- FYI
 - a. The Jail population is 327.
 - b. Commissioners' Holiday Open House – Tuesday, December 12th from 11:30 a.m. – 1:00 p.m. in the Commissioners Hearing Room (No public dollars are used for the Open House treats.)
 - c. DD November 2017 Newsletter
- Issues Bin (none)
- Open Items (none)

Budget Hearing – Board of Elections

The Commissioners met at 9:15 a.m. to discuss the Board of Elections 2018 budget. 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, Staci Knisley, Amy Brown-Thompson, Joshua Horacek, Tony Vogel, Jon Kochis, Todd McCullough, Jeff Porter, Loudan Klein, Chief Lape, Chris Manning, Ray Stemen, Jeff Camechis, Jan Hanley, Brett Riffle, and Aunie Cordle.

Ms. Hanley apologized for missing the hearing last week.

Mr. Davis asked Ms. Hanley to present her budget and the Commission would follow up with any questions and concerns.

Ms. Hanley stated that most is the same with the exception of the salary line for the employees. She stated that with the implementation of the compensation schedule they were able to look at salaries and bring them up to industries standards, and they desired to fill a receptionist position that has been vacant for 13 years. The gubernatorial race is expected to be very busy next year with no incumbent, thus there are increases in related line items. There are some changes in health insurance due to some employees changing coverage and now, she believed all employees are participating in the disability program offerings.

Mr. Davis stated that he knew the office received the guidance and parameters in April. The county is looking at least a flattening if not a reduction in revenue as a result of the MCO Sales Tax going away. When the Commissioners sees a line item up around 12% that causes some concern on their part. That increase with salaries is made up of a 2% for the employees, addition of a receptionist, and the increases of the salaries of the director and assistant director. He asked what amount their salaries were to go up.

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Ms. Hanley replied that their board had not met yet to approve that, and they gave a percentage range of 3% to 8%. Ms. Hanley stated they did public records requests to the county as well as surrounding counties with similar populations. The majority of the request for the increase is for the receptionist.

Mr. Davis asked what the current salaries for the director positions were.

Ms. Hanley is at \$64,500 having started in 2012 and Mr. Riffle started is at \$64,000, with his state date of July of this year.

Mr. Davis noted other counties with similar populations and those salaries:

County	Population	Board of Elections Director Salary	Board of Elections Deputy Director Salary
Trumbull	201,825	\$58,237	\$58,237
Medina	177,221	61,634	59,737
Licking	172,198	68,640	72,800
Fairfield	152,597	64,500	64,000
Clark	134,786	60,965	60,965
Richland	121,107	66,310	66,310
Muskingum	86,068	46,821	46,675
Belmont	68,673	53,560	52,703
Average	139,309	\$60,083	\$60,178

He asked where they are getting the need for a greater number.

Ms. Hanley stated they looked at Athens, Madison, and Delaware Counties. She offered to provide that information to the county. She noted they had the entire state's list that they are happy to provide as well.

Ms. Brown stated that the Board had information on employees that selected short and long-term disability and asked if it would be acceptable to update those line items for reality, as not every employee had selected participation in those programs.

Mr. Davis asked for the additional information and stated that a follow up formal hearing would be necessary. He asked Ms. Hanley and Mr. Riffle to think about how they can bring the budget closer to, if not within, budget parameters.

The budget hearing was closed at 9:26 a.m.

Commissioner Davis stated at 9:26 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, November 14, 2017 beginning at 10:03 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Dennis Keller, Joshua Horacek, Amy Brown-Thompson, Todd McCullough, Tony Vogel, Ray Stemen, Jon Kochis, Jeff Camechis, and Patrick O'Malia.

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 Tuesday, November 7, 2017 and Thursday, November 9, 2017

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the minutes for the Tuesday, November 7, 2017 and Thursday, November 9, 2017 Regular Meetings.

Roll call vote of the motion resulted as follows:

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

Approval of the Emergency Management Agency Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Emergency Management Agency resolutions to approve the transfer of unexpected fund balance in EMA 2707 (fund 2707 and subfund 8123) to General Fund; see resolution 2017-11.14.a.

Discussion: Mr. Kochis stated that this was a transfer for the Baldwin property. Ms. Brown noted that this was the second resolution of this nature, as the first was rescinded for process issues; this second resolution was approved by the finance department officials of the County Auditor.

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:

- | | |
|--------------|---|
| 2017-11.14.b | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for bridge and road supplies [Engineer] |
| 2017-11.14.c | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2362-Levy for 2017 pavement markings [Engineer] |
| 2017-11.14.d | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for CCAO winter conference [Engineer] |

Roll call vote of the motion resulted as follows:

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

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Approval of the JFS Resolutions

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

- 2017-11.14.e A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2017-11.14.f A resolution to approve the Non-Emergency Medicaid Transportation Plan for Fairfield County Job and Family Services [JFS]

Roll call vote of the motion resulted as follows:

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

Approval of Juvenile/Probate Court Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Juvenile/Probate Court resolution to authorize amendment number one to the lease agreement between the City of Lancaster, Ohio and the Board of Commissioners for Fairfield County; see resolution 2017-11.14.g.

Roll call vote of the motion resulted as follows:

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

Approval of the Prosecutor's Office Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Prosecutor's Office resolutions accepting the Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for October 1, 2017 through September 30, 2018, grants to be administered by the County Prosecutor; see resolution 2017-11.14.g.

Discussion: Ms. Brown stated that sections three and four indicate the match will be \$60,000 which matches with the appropriations measures.

Roll call vote of the motion resulted as follows:

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

Approval of Payment of Bills Resolution

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Payment of Bills resolutions authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2017-11.14.i.

Roll call vote of the motion resulted as follows:

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

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 11:17 a.m.

Roll call vote of the motion resulted as follows:

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

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The next regular meeting for the Board of Commissioners is scheduled for Thursday, November 16, 2017, at 10:00 a.m.

Motion by:

Seconded by:

that the November 14, 2017, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on November 21, 2017



Steven A. Davis
Commissioner



Dave Levacy
Commissioner



Mike Kiger
Commissioner



Rachel A. Elsea, Clerk