

**Regular Meeting #53 - 2017**  
**Fairfield County Commissioners' Office**  
**November 21, 2017**

**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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jim Bahnsen, Amy Brown-Thompson, Jeff Porter, Tony Vogel, Todd McCullough, Mary Beth Lane, Kristi Burre, Rick Szabrak, Ashleigh Duffy, Ashton Clark, Johanna Pearce, Joe Katulak, Dave Henwood, Karen Wolfe, Kellee Senig, Ray Stemen, Jane Hanley, and Brett Riffle.

- Legal Update

Ms. Brown-Thompson did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

The Thanksgiving Holidays are November 23 and 24. *Happy Thanksgiving!*

November 30<sup>th</sup> is the at-risk youth summit sponsored by Juvenile Court.

December 12<sup>th</sup> is the Holiday Open House in the Hearing Room.

December 20<sup>th</sup> marks the statewide reentry meeting at Liberty Center.

- b. Highlights of Resolutions

Ms. Brown highlighted resolutions for the voting agenda. We proposed a resolution to approve a proclamation to honor National Adoption awareness.

We also proposed a resolution to consider a petition to vacate a portion of a public road and establish a viewing and hearing date (January 9, 2018).

Economic Development proposed a resolution to authorize a partial release of a mortgage.

JFS proposed the approval of a IV-D contract for services for a child support hearing officer.

RPC proposed the approval of agreements for CDBG and for Bloom Township, Violet Township, and Lithopolis transportation planning agreements (with two resolutions). RPC also proposed the approval of a mortgage satisfied.

There were financial resolutions proposed, such as:

- Appropriations from unappropriated funds for CDBG, the Commissioners (including a fund to fund transfer for capital projects), the Sheriff, and the County Engineer (two resolutions and including a memo expense for the County Engineer);
- The approval of an extension of a date for a cash advance repayment for the Airport;
- Account to account transfers of appropriations to properly classify expenditures for the Sheriff and Prosecutor (of which there are memo items for corrections for the Prosecutor);
- Movement of funds as reimbursement by operations of law (and related appropriations from unappropriated funds) for JFS; and
- The credit of interest for the Health Department and Parks District for October;

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- 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).

We expect future resolutions regarding the financial structure needed for the purchase of radios for the Sheriff's department.

c. Administrative and Budget Update

*Administration Update*

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

*County Budget Update*

Ms. Brown reported we hope to have the appropriation measure ready for approval for the December 5 the meeting.

We reviewed reports of sales tax revenues for the year which a 2.5% increase for the year and tracking to reach more than \$21 M for the year. We anticipated reaching \$20.8 M and had included the MCO factor in the anticipated revenues. We will continue to monitor this important revenue source.

Reminder to all: Please make all adjustments in "Next Year Budget Entry" are concluded by Monday, November 27<sup>th</sup> at 4:00 p.m. (for all non-general fund items). The so-called Level 4 Access end November 27<sup>th</sup>. Also, be aware that appropriations for 2018 cannot exceed the sum of the estimated revenue and carry over cash balance for 2018.

Mr. Davis stated that while the sales tax is tracking at an increase of 2.5% it is important to keep in mind that the current reporting is only through August 2017 (which shows a 6% decrease for that month). They are seeing the decrease expected due to the loss of the MCO sales tax.

d. Roundtable Debriefing – November 16<sup>th</sup>

With the roundtable, we received excellent feedback about the mood, efficiency, organization and content – and there was great attendance for the meeting, too. We agreed to continue the roundtable discussion as they are deemed to be relevant and useful for all.

e. BRAVOs

Thank you to the **multiple stakeholders who were a part of the celebration for National Adoption Day 2017**, celebrated this past Saturday, November 18, at Juvenile Court. It was a remarkable day with 10 adoptions by seven families and well over 100 family members and friends joining in to celebrate these amazing, resilient children and teens as they became legal members of their families. Thank you to Juvenile Court, to JFS (Protective Services), to the families, and many stakeholders who support adoption.

Thank you to **Eric McCrady from the County Engineer's Office** for his exceptional customer service in addressing concerns from a constituent.

Bravo to **Staci Knisley, Loudan Klein, James Mako, and Gail Beck** for their exceptional recordkeeping to support state conducted audits of CDBG.

Thanks to **Fairfield County facilities management (Tod and Sam, especially)** for locating recycled benches that can be used at the Lancaster- Fairfield County Transit stop on Wheeling Street directly across from Government Services.

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Congratulations to **Jon Slater, County Auditor**, who was recently elected president of the County Auditors' association.

Thank you to **Jeff Camechis with the County Engineer's Office and Christina Foster with the Commissioners' Office** for their excellent customer service in helping a citizen interested in archived records.

Here was a **GEM for Todd McCullough**: On Thursday a branch fell from a tree and struck a women's vehicle. Todd got out of his truck to check on the driver and the others in the car to make sure they were ok. Todd not only cares for the animals, but he also cares for the residents of Fairfield County. Thank you for your leadership by example, Todd!

Mr. Davis thanked **Ms. Burre** for her work on the protective services levy. He also asked that she let her husband know what a great job he is doing at Lancaster High School.

- Old Business (none)
- New Business (none)
- General Correspondence Received
  - a. EPA Notice re: Response to Comments re: Buckeye Lake Dam Rehabilitation Water Quality Certification

Mr. Levacy reported that he reviewed the public hearing notes and while they talk about the issues, they do not address the drainage issue along the entire length of the dam. This will be an ongoing issue as only small portions are being addressed.

- Calendar Review/Invitations Received
  - a. Fairfield 33 Development Alliance Annual Meeting – Wednesday, December 6<sup>th</sup> at 7:45 a.m. at Eastland-Fairfield Career Center
    - 1. Commissioner Levacy will attend.

Mr. Szabrak reported that the speaker is a futurist from Ohio State University and has worked with the Smart Columbus grant. He will talk about how Fairfield County fits into Columbus' goals.

- FYI
  - a. The **jail population is 320**. The jail workgroup met for the first time on Monday.
  - b. **Commissioners' Holiday Open House – Tuesday, December 12<sup>th</sup>** 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. **Stuff-A-Bus Campaign** – Please bring can goods through December 13<sup>th</sup>.
  - d. The **Salvation Army** is seeking volunteers. Sometimes, volunteering some time is favorable over donations. Both donations of time and money are very helpful during the holidays for the red kettle campaign. For more information, please go to: <http://fcoho.salvationarmy.org/>
  - e. The **Charity Newsies is also seeking volunteers**. We are organizing a group donation for the Charity Newsies. An article was recently in the Lancaster Eagle Gazette about the Charity Newsies.

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- f. We received a general *EPA notice about Retrieval Technologies* and their hazardous waste permit renewal.

- Issues Bin (none)
- Open Items (none)

**Protective Services & OSU Grant Update**

The Commissioners met at 9:14 a.m. for a Protective Services & OSU Grant update. 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, Jim Bahnsen, Amy Brown-Thompson, Jeff Porter, Tony Vogel, Todd McCullough, Mary Beth Lane, Kristi Burre, Rick Szabrak, Ashleigh Duffy, Ashton Clark, Johanna Pearce, Joe Katulak, Dave Henwood, Karen Wolfe, Kellee Senig, Ray Stemen, Jane Hanley, and Brett Riffle.

Ms. Cordle asked Ms. Pearce to provide an update on National Adoption Month.

Ms. Pearce stated they could not have had their adoption day on Saturday without the cooperation of the Juvenile Court. Ten kids were adopted into seven families on Saturday with three of those youth being teenagers. The age ranges were one-year-old to sixteen and a half year-olds. Over 100 people attended the event. Ms. Pearce expressed her gratitude for her team, attorney James Linehan, and attorney Sarah Rather.

Ms. Burre provided an update on Protective Services. She thanked the Commissioners for their support in passing the protective services levy. Over the past year the office has had three additional opportunities to bring in more funding and resources to help fight the opioid crisis effects on their clients.

The first opportunity is the Ohio START program through the AG's office. This funding (around \$243,000) will go towards trauma counseling for youth, expedited treatment for parents, and intensive case management. Fairfield County is one of fourteen participating counties. The program is 18 months long and will be evaluated by the OSU School of Social Work and Voinovich School of Leadership.

The County is also participating in the EPIC program with Pickaway county. This is a grant the OSU School of Social Work received totaling \$3,000,000 and will bring \$716,000 to Fairfield County over the next five years. The four main focal points include peer recovery coaches, enhancing family dependency treatment courts, medical assistance treatment, and in-home kinship support.

Protective Services expects to be named as a participating of the Crime Victims Grants for the Waiting Children's Fund. This program is the result of the AG noticing a gap in foster placement needs. They will implement a Family Finder in 10 counties that will find multiple matches for children within 30 days. Eighteen counties have applied for the program.

Mr. Davis thanked Ms. Burre for her work and the updated.

Mr. Levacy encouraged everyone to keep up the good work.

Ms. Burre added that the donation drive for children and elderly is up and running.

Ms. Cordle stated that individuals can buy a single item or adopt a family. Ornaments with needs will be hung on Christmas trees in the building.

Mr. Davis mentioned that last Thursday he was asked if he had personally been effected by the opioid epidemic and just Friday did he learn of a friend who was struggling with prescription drug use.

Ms. Cordle thanked the JFS staff for the tremendous amount of preparation that goes in to applying for and receiving grants.

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**Budget Hearing – Board of Elections**

The Commissioners met at 9:34 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, Jim Bahnsen, Amy Brown-Thompson, Jeff Porter, Tony Vogel, Todd McCullough, Mary Beth Lane, Kristi Burre, Rick Szabrak, Ray Stemen, Jane Hanley, and Brett Riffle.

Mr. Davis thanked Ms. Hanley and Mr. Riffle for attending and asked if they had a chance to review their budget with Ms. Brown.

Ms. Hanley indicated they had and thanked Ms. Brown for her help. She replied that there were a few things the office felt they do need to run smoothly including filling the receptionist position that was not filled years ago. With filling, this position the salary line item is a .68% decrease, below the 2% parameters. She added that the position will not be filled until March so the next year the budget is expected to be slightly over 2% given the position will be paid for an entire year. The rest of the positions were planned with a 2% increase.

Mr. Davis stated that the Commission understood the Board of Election's budget fluctuates more than most departments due to having on and off election years. He appreciates their work and want to make sure they are adequately funded to run solid elections. He added that he did not see a need for an additional budget hearing.

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

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, November 21, 2017 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Amy Brown-Thompson, Aunie Cordle, Todd McCullough, Tony Vogel, Rick Szabrak, Dennis Keller, Jeff Barron, Jeff Camechis, Rick Szabrak, Ed Laramée, Loudan Kline, Jon Slater, and Jim Bahnsen.

**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 14, 2017 and Thursday, November 16, 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 14, 2017 and Thursday, November 16, 2017 Regular Meetings.

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 Commissioners Resolutions**

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

- 2017-11.21.a            A resolution authorizing the approval of a proclamation recognizing November as National Adoption Month [Commissioners]
- 2017-11.21.b            A resolution to consider a petition to vacate a portion of public road, Walnut Alley, and establish a viewing and hearing date. [Commissioners]
- 2017-11.21.c            A resolution to appropriate from unappropriated into a major expense category for fund # 2788, Subfund#8176 – FY2017 CDBG Critical Infrastructure Grant – Fairfield County Commissioners [Commissioners]
- 2017-11.21.d            A resolution to approve a memo expense for interest allocation reimbursement for Fairfield Department of Health – Fund #7012 & Fund# 7321 [Commissioners]
- 2017-11.21.e            A resolution approving to appropriate from unappropriated into major object categories and fund to fund transfer – Fairfield County Commissioners – General Fund# 1001 & Records/Assets Capital Project Fund# 3827 [Commissioners]
- 2017-11.21.f            A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]
- 2017-11.21.g            A resolution authorizing the approval to extend the repayment date of an advance of funds for the FY2016 FAA Grant fund# 3011, subfund# 8135 – Fairfield County Commissioners/Airport [Commissioners]

Roll call vote of the motion resulted as follows:

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

**Approval of the Economic Development Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Economic Development resolution to authorize the partial release of a mortgage held by the Fairfield County Commissioners; see resolution 2017-11.21.h

Discussion: Mr. Szabrak stated that this resolution would release a lien on property so that the RLF can have a new loan for a new development.

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:

- 2017-11.21.i            A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for rental equipment and daily facility costs [Engineer]
- 2017-11.21.j            A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions 9/15/17 to 11/14/17 [Engineer]

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Roll call vote of the motion resulted as follows:

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

**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:

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|--------------|---|
| 2017-11.21.k | A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Mary Ann Boone [JFS]                   |
| 2017-11.21.l | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]  |
| 2017-11.21.m | A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2072 – Children Services Fund - Fairfield County JFS [JFS] |
| 2017-11.21.n | A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]  |

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 resolution approving an account to account transfer in a major object expense category and memo expense memo receipt to correct negative cash balance in Fund #2785; see resolution 2017-11.21.o.

Roll call vote of the motion resulted as follows:

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

**Approval of the Regional Planning Commission Resolutions**

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

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|--------------|--|
| 2017-11.21.p | A resolution to approve an Agreements between Bloom Township, Violet Township, Mid-Ohio Regional Planning Commission (MORPC), and Fairfield County, Ohio (COUNTY) for Comprehensive, Continuing and Cooperative Transportation Planning Process [Regional Planning]<br>[Regional Planning Commission]    |
| 2017-11.21.q | A resolution to approve an Agreement between the Village of Lithopolis (VILLAGE), Mid-Ohio Regional Planning Commission (MORPC), and Fairfield County, Ohio (COUNTY) for Comprehensive, Continuing and Cooperative Transportation Planning Process [Regional Planning]<br>[Regional Planning Commission] |
| 2017-11.21.r | A Resolution to Authorize the Satisfaction of A Mortgage Held by the Fairfield County Commissioners [Fairfield County Regional Planning Commission] [Regional Planning Commission]   |

Discussion: Mr. Klein stated that the first two resolutions were a result of MORPC updating agreements with in their MPO.

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Roll call vote of the motion resulted as follows:

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

**Approval of the Sheriff's Office Resolutions**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Sheriff's Office resolutions:

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|--------------|---|
| 2017-11.21.s | A resolution authorizing an account to account transfer Fund 2394 CFLP Litter Enforcement [Sheriff]                                     |
| 2017-11.21.t | A resolution to appropriate from unappropriated in a major expenditure object category Sheriff's Office Fund 2394 CFLP Litter [Sheriff] |

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 following Payment of Bills resolutions:

- |              |   |
|--------------|---|
| 2017-11.21.u | A resolution authorizing payment(s) to United Health Care for purposes of the Fairfield County Health Benefits Plan – Fairfield County Board of Commissioners [Commissioners] |
| 2017-11.21.v | A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]                                       |

Roll call vote of the motion resulted as follows:

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

**Executive Session – Pending Litigation**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter Executive Session to discuss pending litigation at 10:06 a.m.

Discussion: Commissioner Davis stated that the following people be included in the executive session: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Jeff Porter, outside legal counsel, Rachel Elsea, Joshua Horacek, and Amy Brown-Thompson.

Roll call on the motion as follows:

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

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to exit Executive Session at 10:16 a.m.

Roll call on the motion as follows:

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

**Review (continued)**

The Commissioners met at 10:16 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, and Amy Brown-Thompson.

Ms. Brown reminded everyone that the filing deadline for candidates and issues for the May 2018 primary is February 7, 2018.



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**Adjournment**

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn at 10:17 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, November 28, 2017, at 10:00 a.m.

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Motion by:

Seconded by:

that the November 21, 2017, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on November 28, 2017



Steven A. Davis  
Commissioner



Dave Levacy  
Commissioner



Mike Kiger  
Commissioner



Rachel A. Elsea, Clerk