

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

**Review**

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger 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, Jason Dolin, Michael Kaper, Jeff Barron, Jim Bahnsen, Jeff Porter, Ray Stemen, Mary Beth Lane, Jon Kochis, Aunie Cordle, Jason Dolin, Dennis Keller, Tony Vogel, Ashely Kemmerer, Brian Woodruff, Suzie Lynch, Melanie Culbertson, Sabrina Chabot, Kelly Shoemaker, Corrie Dorr, Corey Clark, Kristi Burre, Andrea Stedman, David Henwood, Sarah Fortner, and Stacey Bergstrom.

Mr. Kiger welcomed the JFS Leadership Academy and thanked them for attending the meeting.

- Legal Update

Mr. Dolin stated he did not have an update.

- Administration and Budget Updates/Carri's List

- a. Grant Award Announcement from JFS/Protective Services – Press Release

Ms. Brown reported that JFS has recently received two competitive grants. A press release was prepared to announce these awards. Ms. Brown commented on the collaborative nature of the grant projects.

Ms. Burre state that these two grant projects took several months. The first was for specific visitation services and the second was a joint venture with Perry County to offer more psychological evaluations. Out of 83 applications, 51 were awarded.

Ms. Brown thanked Ms. Burre and her team for the time and effort put in to apply for the grants.

Ms. Brown added that it showed great internal and external cooperation to provide excellent services to support children and families.

Mr. Davis congratulated everyone and thanked them for the updates.

Mr. Levacy stated it was very exciting news.

**Regular Meeting #53 - 2014**  
**Fairfield County Commissioners' Office**  
**December 9, 2014**

b. Welcome to JFS Leadership Development Team

Ms. Brown reported that the JFS Leadership development program was created in response to the staff's request for opportunities to build leadership and management skills while working in their current positions. The program is a multi-faceted strategy consisting of lectures, group discussion, research projects, and real-life, hands-on experiences. The Leadership Development Program consists of tiers.

Those in attendance today from JFS were in Tier Two, which means they have successfully completed group discussions and projects or courses relating to management and leadership. Tier Two is called the "Leadership Academy" and consists of experiential learning.

The Leadership Academy attended this Board of Commissioners meeting to increase their knowledge of county processes. Leadership Academy members are Stacey Bergstrom, Sabrina Chabot, Melanie Culberston, Corrie Dorr, Sarah Fortner, David Henwood, Ashley Kemmerer, Suzy Lynch, Cara Reinheld, Kelly Shoemaker, Andrea Stedman, and Brian Woodruff.

Ms. Brown congratulated the members of The Leadership Academy, and thanked the JFS senior leadership team for valuing employees and encouraging leadership development.

Mr. Clark thanked the Commissioners for inviting the group. He mentioned this was the first group of the leadership program and that they have been part of a variety of opportunities throughout the county.

Ms. Cordle added that they are looking to expand the program and offered to share the program with other departments. Mr. Clark is leading the program.

Mr. Davis stated that the Leadership Academy was very encouraging.

c. Highlights of Resolutions for the Voting Agenda – Press Release

Ms. Brown reported that proposed were several financial transactions, such as the extension of an advance, the repayment of an advance, the processing of BWC related items, and the creation of new funds in connection with the bonds to be issued in December and closed in January. There was proposed the approval of a pre-award for the Major Crimes grant. The Engineer proposed the release of a bond for the Dominion Pipeline. There were bills to approve, of which Wachtel and McAnally's bill had been segregated in a separate resolution.

**Regular Meeting #53 - 2014**  
**Fairfield County Commissioners' Office**  
**December 9, 2014**

The 2015 budget was proposed for approval.

In addition, a press release highlighting the details of the 2015 budget was included in the review packet. The cooperation of elected officials and department heads was greatly appreciated. The 2015 budget corresponds with the five year plan that we recently analyzed and evaluated, given our planning for the public safety facility and jail, along with the priorities of public safety.

The budget planning process was efficient based on the cooperation of elected officials, effective communication of parameters, unity of purpose with priorities, and good communication in the budget hearings.

Ms. Brown highlighted portions of the press release. She stated the entire budget for all funds was available for review.

Mr. Kiger thanked all elected officials and department heads who worked with the Commissioners to get where they needed the budget to be. He thought it was very helpful to have the budget hearings and noted they ran into very few problems.

Mr. Davis agreed that most officials were helpful and thanked those who stayed within the parameters. He also thanked the unions (especially the dispatchers unions) for staying within the parameters. This was a tremendous help.

Mr. Levacy stated he appreciated the great management from the staff.

d. Public Safety Facility/Jail Update and Financing

Ms. Brown reported that a press release was issued last Friday regarding the opportunity for local purchase of bonds. The press release is included in the review packet. We are in the process of information gathering, fact finding, and investigating the debt issuance to come. Right now, given the favorable interest rates from the perspective of a borrower, the concept of issuing bonds in December and a note in March remains the plan. This would allow for the data from the bid opening to inform the decision.

Mr. Bahnsen stated the public meetings would be led by Edward Jones. This is unique in that the bonds will be offered to individuals in the community giving them the option to invest in the county. They expect receipt in early January and the Treasurer's Office is making sure everything is compliant with the ORC.

**Regular Meeting #53 - 2014**  
**Fairfield County Commissioners' Office**  
**December 9, 2014**

Mr. Davis stated he spoke with Rockmill Financial earlier and asked that they provide an "out the door" rate structure report. Rockmill will meet with the Board at the next meeting.

Mr. Brown stated the retail order period would be December 15<sup>th</sup> through December 17<sup>th</sup> with the institutional order period being December 18<sup>th</sup>. The bond financial documents will be prepared between December 19<sup>th</sup> and January 15<sup>th</sup> with the closing on January 6<sup>th</sup>.

e. Meal on Wheels Grants – Update

Rachel Elsea and Carri Brown met with Anna Tobin to discuss the MOW grants they have approved and desire to have the Board of Commissioners approve by resolution on December 16<sup>th</sup>. The resolution for the Board of Commissioners is ready for December 16<sup>th</sup>.

f. Veteran Services Update

Park Russell sent minutes from the Veteran Services Board, which indicated that their Board desires to table (or pause) on the move to the Cedar Hill Road location. Veteran Services does not need to move immediately. Dennis Keller will remain in touch with Park Russell in order to be of assistance in any way that is needed.

Mr. Davis stated that while there is no rush for Veterans Services to move he is looking forward to them finding a new place so that the current building could be demolished and more parking made available for the Courthouse and Hall of Justice.

g. December 4 Roundtable – Debriefing

We have received very positive feedback about the content and structure of the December 4<sup>th</sup> Roundtable. The 2015 Roundtables have been scheduled, one a quarter.

Mr. Davis stated that the speaker did a great job and set the bar high for roundtables to come. He enjoyed the presentation and thought it was very helpful.

Mr. Kiger stated he enjoyed having others from around the county attend.

h. Holiday Open House – December 18

The review packet contained a flyer for the Holiday Open House on December 18<sup>th</sup>. There is a survey monkey for RSVPs by December 16<sup>th</sup>.

**Regular Meeting #53 - 2014**  
**Fairfield County Commissioners' Office**  
**December 9, 2014**

- Old Business

- New Business

- a. Executive Sessions

Ms. Brown stated there was a need for one executive session on the purchase of property and two regarding two cases of pending litigation.

- b. CCAO Winter Conference

Ms. Brown mentioned that there were several county officials attending the CCAO Winter Conference.

- c. DACO Art Classes

The Decorative Art Center will be offering art classes. More information can be found on their website or by calling their offices.

- d. House Bill 661

Mr. Davis stated he read HB661 which recently passed through the House. The Commissioners will need to follow this bill due to the potential budgetary impacts. There is a grant pool included in the house version to help counties if this is implemented.

- General Correspondence Received

- a. Fishel Hass 2015 Rates

The billable rate for all attorney services in 2015 will be \$190 an hour. This is up from \$185 an hour.

- Calendar Review/Invitations Received

- a. Pickerington Chamber Lunch – Thursday, December 18<sup>th</sup> at 11:30 a.m.

- FYI

- a. Certificate of Result of Election for ADAMH Levy

- b. Revenue Trac

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

Ms. Brown noted this is prepared by Mr. Laramée in the Auditor's Office. She appreciated the report and indicated that it was consistent with what was expected at this time.

- Issues Bin
- Open Items

a. BRAVOS

Ms. Brown thanked Ms. Elsea for her work in preparing for maternity leave. She also thanked Ms. Knisley for all of her work and assistance provided to all departments in preparing for the budget.

**Executive Session to discuss the Potential Acquisition and Sale of Property**

On the Motion of Steve Davis and the second of Dave Levacy, the Board voted to enter into Executive Session regarding the potential acquisition and sale of property at 9:35 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Jason Dolin, Tony Vogel, and Dennis Keller.

Roll call on the motion as follows:

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

On the motion of Steve Davis and the second of Dave Levacy, the Board voted to exit Executive Session at 10:01 a.m.

Roll call on the motion as follows:

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

**Review Continued**

The Commissioners met at 10:01 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Dennis Keller, and Tony Vogel.

Commissioner Kiger stated at 10:01 a.m. that the Commission would be in recess until the Regular Meeting.

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, December 9, 2014 beginning at 10:03 a.m., with the following Commissioners present: Steve Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Mary Beth Lane, Branden Meyer, Holly Mattei, Dennis Keller, Jon Slater, Ray Stemen, Jon Kochis, Jeff Barron, Jim Bahnsen, Michael Kaper, Jeff Porter, Jeremiah Upp, Jeff Camechis, Jeremiah Upp, Aunie Cordle, Ashely Kemmerer, Brian Woodruff, Suzie Lynch, Melanie Culbertson, Sabrina Chabot, Kelly Shoemaker, Corrie Dorr, Corey Clark, Kristi Burre, Andrea Stedman, David Henwood, Sarah Fortner, and Stacey Bergstrom.

**Pledge of Allegiance**

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

**Announcements**

Commissioner Kiger asked Ms. Elsea if there were any announcements.

Ms. Elsea stated there would be a resolution added on for Regional Planning.

**Public Comments**

Commissioner Kiger asked if anyone from the public who would like to speak or offer comments. There were no public comments.

**Approval of Minutes for Tuesday, December 2, 2014 and Thursday, December 4 2014**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, December 2, 2014 and Thursday, December 4, 2014.

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

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Auditor's Office resolutions:

**Regular Meeting #53 - 2014**  
**Fairfield County Commissioners' Office**  
**December 9, 2014**

- 2014-12.09.a      A resolution to approve a refund as a memo expenditure for fund #7428 [Auditor- Payroll]
- 2014-12.09.b      A resolution to approve a refund as a memo expenditure for fund #7428 [Auditor- Payroll]
- 2014-12.09.c      A resolution to approve a refund as a memo expenditure for fund #7428 [Auditor- Payroll]
- 2014-12.09.d      A resolution to authorize the establishment of new debt service funds for the County's sanitary sewer collection, treatment and disposal system improvements, the County's water supply, treatment, storage and distribution system improvements – Utilities Department, and the Public Safety Facility/Jail Project – Fairfield County Commissioners [Auditor- Finance]
- 2014-12.09.e      A resolution to authorize the establishment of new funds for the County's sanitary sewer collection, treatment and disposal system improvements and the County's water supply, treatment, storage and distribution system improvements Utilities Department [Auditor- Finance]
- 2014-12.09.f      A resolution authorizing a fund to fund transfer for the General Fund 2% administration fee for managing the county insurance program, Fund# 7671 TO GENERAL #1001 – Fairfield County Auditor [Auditor- Payroll]

Discussion: Ms. Brown reported that a few of these resolutions created new funds for the debt issuance. This was discussed earlier in review.

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Office Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Commissioners' Office resolution approving the 2015 annual appropriation measure, the county budget; see resolution 2014-12.09.g.

Discussion: Mr. Brown reported that the budget, as well as the press release, was available for review. She thanked everyone for their cooperation and analysis. Mr. Kiger stated this could not be done without the cooperation of everyone. He asked everyone to mind their Ps and Qs due to the construction of the new jail. Mr. Davis stated the \$500,000 gap experienced this year wasn't large and that he appreciated the cooperation of the 95% of the elected officials and of the unions who stayed within the

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

parameters. He also thanked Ms. Brown, Ms. Kinsley, and the rest of the staff for their help in preparing the budget. Mr. Levacy noted it was a very interesting process which he continues to learn from. He especially found the JFS information presented in the budget hearings to be very helpful.

Roll call vote of the motion resulted as follows:

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

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Commissioners' Office resolution authorizing the approval to extend the repayment date for the advance of funds – Fund #2798 Moving Ohio Forward; see resolution 2014-12.09.h.

Roll call vote of the motion resulted as follows:

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

2014-12.09.i            A resolution to release a bond for the Dominion Transmission Pipeline Project. [Engineer]

2014-12.09.j            A resolution to approve a Change Order for the FAI-CR71-0.93 Julian/Strickler Intersection Improvement Project. [Engineer]

Discussion: Mr. Davis asked what type of bond was being released. Mr. Upp replied it was a crossing bond.

Roll call vote of the motion resulted as follows:

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

**Approval of the JFS Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the JFS resolution regarding a Purchase of Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Fairfield County Domestic Relations Court; see resolution 2014-12.09.k.

Discussion: Ms. Cordle stated this was a routine IV-D contract with Domestic Relations Court.

Roll call vote of the motion resulted as follows:

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

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

**Approval of the Major Crimes Unit Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Major Crimes Unit's resolution complying with the 2014 JAG Grant Award Pre-Award Conditions for the Fairfield-Hocking Major Crimes Unit; see resolution 2014-12.09.l.

Roll call vote of the motion resulted as follows:

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

**Approval of the Prosecutor's Office Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve Prosecutor's Office resolution authorizing the approval of repayment of an advance to the General Fund from Fund 2784 Org 8027 Victims of Crime Act Grant; see resolution 2014-12.09.m.

Roll call vote of the motion resulted as follows:

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

**Approval of the Payment of Bills Resolutions**

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

- |              |  |
|--------------|--|
| 2014-12.09.n | A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance] |
| 2014-12.09.o | 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, Steve Davis, and Mike Kiger

**Approval of the Payment of Bills – Wachtel & McAnally Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Payment of Bills – Wachtel & McAnally resolution authorizing the approval of payment to Wachtel & McAnally for architectural services for the Fairfield County Jail project; see resolution 2014-12.09.p.

Roll call vote of the motion resulted as follows:

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

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

**Approval of the Regional Planning Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Regional Planning resolution to approve the Lighthouse Memorial Church – Phase 1 Final Plat (Pleasantville Dollar General); see resolution 2014-12.09.q.

Roll call vote of the motion resulted as follows:

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

Commissioner Kiger stated at 10:16 that the Commission would be in recess followed by an executive session.

**Review Continued**

The Commissioners met at 10:25 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Barron, Jeremiah Upp, Jeff Camechis, and Jeff Porter.

**Executive Session to discuss Pending Litigation**

On the Motion of Steve Davis and the second of Dave Levacy, the Board voted to enter into Executive Session regarding pending litigation at 10:25 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Jason Dolin, Jeff Porter, Jeremiah Upp, and Jeff Camechis.

Roll call on the motion as follows:

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

On the motion of Steve Davis and the second of Dave Levacy, the Board voted to exit Executive Session at 10:41 a.m.

Roll call on the motion as follows:

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

**Review Continued**

The Commissioners met at 10:41 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Porter, Jason Dolin, Jeff Barron, Jim Bahnsen, Jon Slater, Michael Kaper, Dennis Keller, Branden Meyer, and Ray Stemen.

Mr. Porter presented the proposed personnel policy manual changes (attached). He reviewed the memo (also attached) which included the proposed changes:

1. House of work and Comp Time being combined.
2. The rehiring of retired OPERS employees – pay would be lower and the employee would start with a clean slate in terms of leave and vacation time.
3. Employee Recognition
4. Miscellaneous Updates Previously Approved:
  - a. Precinct Election Official Leave
  - b. Pilot Tuition Program
  - c. Wellness Incentive Program

Mr. Porter mentioned that the remainder of the changes were minor (grammatical in nature along with a few contact number changes). The proposed changes will be posted on the intranet and feedback will be sought from elected officials and department heads. The changes will be prepared for formal adoption in January.

Mr. Slater suggested the Parks Board be included in the email as they have adopted the County's policy manual.

Mr. Davis thanked Mr. Porter for his work and concise summary.

**Executive Session to discuss Pending Litigation**

On the Motion of Steve Davis and the second of Dave Levacy, the Board voted to enter into Executive Session regarding pending litigation at 10:57 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, and Rachel Elsea.

Roll call on the motion as follows:

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

On the motion of Steve Davis and the second of Dave Levacy, the Board voted to exit Executive Session at 11:05 a.m.

Roll call on the motion as follows:

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

**Regular Meeting #53 - 2014  
Fairfield County Commissioners' Office  
December 9, 2014**

**Review Continued**

The Commissioners met at 11:05 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, and Rachel Elsea.

Mr. Kiger stated he spoke to Mr. Barron regarding the budget, and that Mr. Barron had asked to speak with him later in the day. Mr. Barron received detail budget information.

Mr. Davis stated he looked forward to multiple 360 degree photos of the jail site.

The Commissioners also discussed the potential implications of House Bill 661.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn 11:24 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, December 16, 2014 at 10:00 a.m.

---

Motion by:

Seconded by:





that the December 9, 2014, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

\*Approved on December 16, 2014

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