

## **Fairfield County Board of Commissioners**

### **Regular Meeting #53 – 2025**

**Date:** December 9, 2025, **Location:** Commissioners Hearing Room, 210 E. Main St., Lancaster, Ohio

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#### **Meeting Information**

- **Meeting Type:** Review Meeting and Regular (Voting) Meeting
  - **Start Time:** 9:00 a.m.
  - **Adjournment Time:** 10:51 a.m.
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#### **Attendance**

##### **Commissioners Present**

- Jeff Fix, Commissioner
- Steve Davis, Commissioner

##### **County Staff and Officials Present**

(Listed alphabetically for accessibility)

- Amy Brown-Thompson, Assistant Prosecuting Attorney
- Dr. Carri Brown, Auditor
- Michael Burns
- Jeff Camechis, Operations Administrator
- Corey Clark, JFS Director
- Aundrea Cordle, County Administrator
- Steve Darnell, Assistant Prosecuting Attorney
- Lisa McKenzie, Recorder
- Rochelle Menningen, Clerk
- Mitch Noland, Deputy Engineer

- Bennett Niceswanger, Communications and Information Coordinator
- Rick Szabrak, Economic & Workforce Development Director
- Tony Vogel, Utilities Director *(Additional staff and attendees were present.)*

### **Virtual Attendees**

A number of participants attended virtually. Attendance records are maintained by the Clerk.

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### **Call to Order**

Commissioner Jeff Fix called the meeting to order at 9:00 a.m.

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### **Welcome**

Commissioner Fix welcomed attendees and expressed appreciation for county leadership and staff contributions throughout the year.

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### **2026 Budget Recap**

Budget Director Bart Hampson presented highlights of the 2026 budget:

- **Projected Revenue:** \$68,844,602.00 (increase of 3.4%)
- **Projected Expenditures:** \$70,807,416.13 (5.4% decrease from 2025)
- **Sheriff's Office Share:** 32.2% of the General Fund

Commissioners expressed appreciation for fiscal responsibility and collaborative efforts.

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### **Public Hearing**

#### **Petition to Vacate a Portion of Sunny Hill Drive**

- **Hearing Opened:** 9:15 a.m.
- **Hearing Closed:** 9:18 a.m.

Discussion included access points and future development considerations. Commissioner Davis voiced support for the petition.

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## **Presentations**

### **Basil-Western Road Development**

Staff and consultants presented details regarding roadway improvements, funding mechanisms, and anticipated economic development impacts. Estimated total project cost is \$11,800,000.

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## **Public Comments**

Ray Stemen of Lancaster offered holiday remarks and a closing prayer.

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## **Legal Update**

The Prosecutor's Office provided updates on upcoming training and agreement matters.

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## **County Administration Update**

County Administrator Aundrea Cordle provided a weekly review and highlighted staff accomplishments and conferences attended.

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## **Resolutions and Actions**

### **Fairfield County Board of Commissioners**

**Motion:** Steve Davis

**Second:** Jeff Fix

The Fairfield County Board of Commissioners voted to approve the following resolutions.

### **Board of Commissioners Resolutions**

- **2025-12.09.a** – Resolution approving the 2026 annual appropriation measure (county budget).
- **2025-12.09.b** – Resolution approving a petition to vacate a portion of an unimproved public road in Pleasant Township.

- **2025-12.09.c** – Resolution approving the reappointments of Brian Householder, Luann Snider, Tom James, Robert Carbonara, and Rick Lemonds to the Fairfield County Port Authority.
- **2025-12.09.d** – Resolution approving community grant awards for the Meals on Wheels Older Adult Services (The Senior Hub) Levy.
- **2025-12.09.e** – Resolution approving a loan between Lancaster Festival, Inc. and the Fairfield County Commissioners.
- **2025-12.09.f** – Resolution authorizing the approval of a proclamation.
- **2025-12.09.g** – Resolution approving a Furtherance of Justice (FOJ) appropriation for the County Sheriff as a fund-to-fund transfer.
- **2025-12.09.h** – Resolution approving a fund-to-fund transfer for the Furtherance of Justice (FOJ) appropriation for the County Prosecutor.
- **2025-12.09.i** – Resolution approving an appropriation from unappropriated funds into a major expense category for the Self-Funded Health Insurance Fund (Fund 5376).
- **2025-12.09.j** – Resolution approving an account-to-account transfer within a major expenditure category for the Visitation Center.
- **2025-12.09.k** – Resolution authorizing a fund-to-fund transfer for Job and Family Services (JFS) administrative services for Fairfield County Family and Children First (FCFC).

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy

**Approval of Resolution**

**Fairfield County Alcohol, Drug Addiction, and Mental Health (ADAMH) Board**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.l** – Resolution appropriating funds from unappropriated balances into a major expenditure category for ADAMH (Fund 2066).

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolutions**

### **Fairfield County Auditor – Finance**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.m** – Resolution approving an account-to-account transfer into a major expenditure category for the Auditor’s Office, General Fund (Fund 1001).
- **2025-12.09.n** – Resolution approving allocation of Bureau of Workers’ Compensation (BWC) specialist direct administrative costs as memo expenditures for various funds.

*Auditor Brown stated that the first resolution classifies year-end expenditures.*

### **Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolutions**

### **Fairfield County Auditor – Real Estate**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.o** – Resolution authorizing approval of a service agreement between the Fairfield County Auditor and Woolpert, Inc.
- **2025-12.09.p** – Resolution authorizing approval of a service agreement between the Fairfield County Auditor and Woolpert, Inc.

### **Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolution**

### **Fairfield County Board of Developmental Disabilities**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.q** – Resolution approving a memo expenditure and memo receipt for transportation costs paid to Fairfield County Transit, Fund 2060.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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### **Approval of Resolution**

#### **Fairfield County Board of Elections**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.r** – Resolution authorizing an advance from the General Fund to Fund 2588 (Voter Registration).

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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### **Approval of Resolution**

#### **Fairfield County Court of Common Pleas**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.s** – Resolution appropriating funds from unappropriated balances into a major expenditure category for Adult Probation, Fund 2365 (County Probation).

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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### **Approval of Resolutions**

#### **Fairfield County Economic and Workforce Development**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.t** – Resolution approving a memo expense for Fairfield County Job and Family Services.
- **2025-12.09.u** – Resolution declaring certain parcels in Violet Township to be a public purpose and exempt from real property taxation for a specified period; authorizing service payments in lieu of taxes; establishing the Fairfield County Redevelopment Tax Equivalent Fund; and authorizing related actions under Ohio Revised Code Sections 5709.77–5709.80.
- **2025-12.09.v** – Resolution authorizing a school district compensation agreement among Fairfield County, Canal Winchester Local Schools, Pickerington Local Schools, and Eastland-Fairfield Career and Technical Schools.
- **2025-12.09.w** – Resolution authorizing the establishment of a new fund for the Fairfield County Workforce Center.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolutions**

### **Fairfield County Engineer**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.x** – Resolution requesting appropriations for additional unanticipated memo receipts and memo expenses for Fund 3434 (PLE-32/PLE-33 Bridge Replacement Project).
- **2025-12.09.y** – Resolution appropriating funds from unappropriated balances for equipment purchases in the County Engineer Motor Vehicle Fund.
- **2025-12.09.z** – Resolution approving the contract bid award for a superstructure replacement project.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy

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## **Approval of Resolutions**

### **Fairfield County Job and Family Services**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.aa** – Resolution appropriating funds from unappropriated balances for Workforce Development, Workforce Innovation and Opportunity Act (WIOA) Fund 2599.
- **2025-12.09.bb** – Resolution approving a memo receipt and expenditure reimbursing Fund 2018 from Fund 2599.
- **2025-12.09.cc** – Resolution approving a service agreement between Child Protective Services and Reflections Group Home LLC.
- **2025-12.09.dd** – Resolution approving a memorandum of understanding among multiple county and local agencies related to protective services.
- **2025-12.09.ee** – Resolution approving a memorandum of understanding between multiple school districts and Fairfield County Job and Family Services, Child Protective Services Division.
- **2025-12.09.ff** – Resolution approving a service agreement between Child Protective Services and Steps Into New Beginnings LLC.
- **2025-12.09.gg** – Resolution approving a service agreement between Child Protective Services and Safe Opportunity Foster Alliance.

### **Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy

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## **Approval of Resolution**

### **Fairfield County Juvenile and Probate Court**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.hh** – Resolution appropriating funds from unappropriated balances into a major expenditure category for the Probate Court, General Fund (Fund 1001).



**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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**Approval of Resolutions**

**Fairfield County Regional Planning Commission**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.ii** – Resolution approving a development agreement for the South Hampton Section 1, Part 2 subdivision.
- **2025-12.09.jj** – Resolution approving the final plat for South Hampton Section 1, Part 2.
- **2025-12.09.kk** – Resolution approving Change Order No. 1 for the Community Development Block Grant (CDBG) Program Year 2024 Village of Amanda ADA-compliant sidewalk ramps project.
- **2025-12.09.ll** – Resolution approving Change Order No. 1 for the CDBG Program Year 2024 Village of Bremen paving, drainage, and walking path improvements.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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**Approval of Resolutions**

**Fairfield County Sheriff**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.mm** – Resolution approving the purchase of a firearm by a retiring officer.
- **2025-12.09.nn** – Resolution appropriating funds from unappropriated balances for the Sheriff's Office, Continuous Professional Training Fund 2711.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy

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## **Approval of Resolutions**

### **Fairfield County Transit**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.oo** – Resolution approving the Fairfield County Transit Title VI Policy.
- **2025-12.09.pp** – Resolution approving the Fairfield County Transit Zero-Tolerance Drug and Alcohol Policy.

#### **Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolutions**

### **Fairfield County Utilities**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.qq** – Resolution authorizing a fund-to-fund transfer from the Greenfield Sewer Fund (Fund 5842) to the Debt Service Fund (Fund 5847) for 2025.
- **2025-12.09.rr** – Resolution increasing appropriations and authorizing account-to-account and fund-to-fund transfers for Utilities Funds 5044 and 5854.
- **2025-12.09.ss** – Resolution authorizing a temporary easement for highway purposes to the Ohio Department of Transportation (ODOT).

#### **Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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## **Approval of Resolutions**

### **Lancaster–Fairfield Community Action Agency**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.tt** – Resolution approving a mortgage for a 2023 Community Housing Impact and Preservation (CHIP) rehabilitation project for Maria Brown.
- **2025-12.09.uu** – Resolution approving a mortgage for a 2023 CHIP rehabilitation project for Cody William Hill.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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**Approval of Payment of Bills**

**Motion:** Steve Davis

**Second:** Jeff Fix

- **2025-12.09.vv** – Resolution authorizing payment of invoices for departments requiring Board of Commissioners approval.

**Roll Call Vote:**

- **Aye:** Steve Davis, Jeff Fix, David Levacy
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**Old Business**

Commissioners provided updates on outreach activities and regional collaboration.

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**New Business**

Commissioners shared remarks on recent conferences and legislative visits.

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**Adjournment**

The meeting adjourned at 10:51 a.m. following a motion by Commissioner Steve Davis and a second by Commissioner Jeff Fix.

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**Approval of Minutes**

These minutes were approved on January 6, 2026.

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**Signatures**

- Jeff Fix, Commissioner
- Steve Davis, Commissioner
- David Levacy, Commissioner

**Attested by:** Rochelle Menningen, Clerk