

Fairfield County Board of Commissioners

Regular Meeting #53 – 2025

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

Meeting Information

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

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 Szabruk, 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.

Call to Order

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

Welcome

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

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.

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.

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.

Public Comments

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

Legal Update

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

County Administration Update

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Old Business

Commissioners provided updates on outreach activities and regional collaboration.

New Business

Commissioners shared remarks on recent conferences and legislative visits.

Adjournment

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

Approval of Minutes

These minutes were approved on January 6, 2026.

Signatures

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

Attested by: Rochelle Menningen, Clerk