Budget Hearing – OSU Extension

The Commissioners met at 10:02 a.m. to discuss the OSU Extension Office’s 2014 Budget Request. 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, and Mike Hogan.

Mr. Davis welcomed Mr. Hogan.

Mr. Hogan stated the only difference in the budget from last year was the increase of one of the employees from part time to 75% time. This change was made in September. They also have an employee on extended sick leave (federal employee) and have hired an individual to work 10 hours a week to help with those tasks. The cost sharing with the county is set to the same and the OSU Extension office plans on using the carryover as requested by the Commissioners.

Mr. Davis asked when the transfers were made from the county to OSU Extension.

Mr. Hogan stated the transfers currently happen in April and September, but the frequency was up to the county. Some counties do it monthly and some do it quarterly.

Mr. Davis asked if they could push the transfer up or not use the carryover in order to help bring the carryover balance back to $100,000.

Ms. Knisley stated that could be done.

Mr. Davis stated that they first discussed the carryover they wanted to increase services while bringing down the carryover balance. The Commissioners do not want to see the carryover balance under $100,000. They would like to see the $335,000 allocation in 2014 and in 2015, when they stop using the carryover and the amount is back to $420,000, Mr. Davis asked that they consider ways to control their requests. This is nothing to do with the services, just the budget year. He added that he was interested in any ideas and thoughts they may have in 2014.

Mr. Hogan stated they have been decreasing costs of direct mailers and that more of their expenses are employee related.

Mr. Davis stated that he believed that Fairfield County was one of the better funded programs in the state.

Mr. Hogan stated that was correct and that Fairfield County has always had a strong program.
Mr. Davis stated that they look favorably on using the carry over for 2014 and anticipate a tighter discussion in 2015.

Mr. Kiger asked if they included raises.

Mr. Hogan stated that a 1.75% aggregate increase for staff was included.

Mr. Kiger asked why the travel budget was so high.

Mr. Hogan stated that the educators in the office attend many meetings in Columbus and throughout the county.

Mr. Kiger asked if they will use the entire amount in 2013.

Mr. Hogan stated that he didn’t believe they would.

Mr. Levacy added that he appreciates their cooperation.

Mr. Davis stated that he appreciated their service and was looking forward to the coming year. He asked Mr. Hogan his thoughts on the $335,000 plus usage of the carryover.

Mr. Hogan stated that it made perfect sense to use the carryover.

Mr. Davis stated they would target a carryover balance of $100,000 and asked Ms. Knisley and Mr. Hogan to look at the transfer dates for the out years.

Ms. Elsea stated she would send Mr. Hogan information regarding the possibility of hosting a Lunch & Learn.

Mr. Levacy added that OSU Extension may want to work with 211 as they are a good referral source.

The hearing was closed at 10:29 a.m.

Review

The Commissioners met at 10:29 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Staci Knisley, and Rachel Elsea.

Mr. Davis stated that he had reviewed the budget memo and offered two minor suggestions.
Ms. Brown stated she would make those corrections and that she would also add a modest consideration for the Port Authority.

Mr. Davis asked if the remaining two members were to be appointed by the Port Authority Board or the Board of Commissioners.

Ms. Brown stated she would check on it, but that she believed the recommendations or appointments were made by the Port Authority Board and then approved by the Commissioners.

Ms. Knisley gave Mr. Davis the FAA response that was reviewed by both Mr. Dolin and the Airport Board.

Ms. Brown stated that Mr. Keller assessed the parking lot drive-thru with city of Lancaster officials and that the discussion is moving forward. There are no major problems with the drive-thru building itself.

Ms. Brown also said the minimum security jail has a need for an adjustment for heating equipment and that the expense would appear for 2014. The inmates have been given extra blankets while the fix is underway.

Ms. Brown reported that she had reviewed Mr. Kemmerer’s pack and had previously referred him to Ms. Fox-Moore. Most grants first require the Health Department to declare the area as a sanitary hazard along with qualifying of a grant which has not happened for Mr. Kemmerer’s property. In terms of the education components Mr. Kemmerer addressed, many states have passed requirements; however, Ohio has not. If this were to pass, the Health Department would likely be responsible for the education, not the county, as the Health Department were the subject matter experts.

Ms. Brown stated that the Meals on Wheels response regarding their budget update was received, and the resolution to approve the grants would be ready next week.

Ms. Brown and Ms. Elsea will attend the Energy Aggregation meeting in January to provide information to the interested entities.

Ms. Elsea stated that she would be delivering certificates to AlternaCare Home Health for their Caregiver of the Year ceremonies on Friday.

Ms. Elsea also gave the Commissioners information received from Prevention Work of liquor establishments who have been caught selling to minors.

Mr. Brown stated that she would be meeting with Ms. Jackie Long in the afternoon to discuss workgroups and other efforts with the City of Lancaster.
Mr. Brown also reported she would be meeting with Ms. Cordle in January to discuss the opportunity for county employees to work as poll workers, possibly teaming up with municipalities for a joint announcement or effort.

**Executive Session to discuss Personnel at the Commissioners’ Office**

On the motion of Steve Davis and second of Mike Kiger, the Board voted to enter into Executive Session to discuss Personnel at the Commissioners’ Office at 10:54 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger.

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

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 11:30 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 11:30 a.m. to continue 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, Mike Kiger and Dave Levacy. Also present were Rachel Elsea.

**Adjournment**

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn 11:30 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, December 17, 2013 at 10:00 a.m. with review session at 9:00 a.m. on the same day.

Motion by: **Levacy** Seconded by: **Davis**

that the December 12, 2013, minutes were approved by the following vote:

YEAS: **Levacy, Davis**

NAYS: None

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ABSTENTIONS: None

*Approved on December 17, 2013

Steven A. Davis  Dave Levacy  Mike Kiger
Commissioner  Commissioner  Commissioner

Rachel Elsea, Clerk