

Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017

Review

The Commissioners met at 9:02 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 and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Jon Kochis, Jim Bahnsen, Michael Kaper, Chief Lape, Todd McCullough, Aunie Cordle, Dennis Keller, Branden Meyer, Loudan Klein, Rick Szabrak, and 26 employees of the Clerk of Courts Office.

- Legal Update

Mr. Horacek did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

- Commissioner Kiger is currently hospitalized; we had a card for everyone to sign.
 - December 20th marks the statewide reentry meeting at Liberty Center.
 - The office will be closed at noon on December 22 and all day on December 25.
 - The 2018 dates are in the review packet.
 - The reorganizational meeting is January 8th at 10 am.
 - The first review session for 2018 is January 9th at planned for 9 am.
 - The first regular meeting for 2018 is January 9th at 10 am.
 - 2017 highlights of the year were presented last week and are available still: Great work in serving, connecting, and protecting, everyone.

- b. Highlights of Resolutions

Ms. Brown provided an update of the resolutions proposed for the voting agenda.

Last week, we received an ***annexation: 13.34 acres from Walnut Township to Millersport, Expedited Type 1***. There were minor corrections noted by the GIS department, and we had confirmation that the corrections will be made. There was a resolution on the voting agenda to approve the annexation.

As discussed last week, we proposed the approval of the ***appointment of Matt Johnson*** for the revolving loan fund committee.

JFS proposed the approval of two ***IV-D (child support) contracts for services and two protective placement contracts*** for children.

The Sheriff proposed ***four resolutions relating to policing services*** for Canal Winchester, Violet Township, Bremen, and Lancaster High School.

We proposed the approval of the ***recycling contract with Community Action and approval of the host sites***.

We proposed approval of the contract with the ***City of Lancaster Law Director*** for the renewal of services, for a two-year period.

We proposed the approval of the ***Meals on Wheels grants***, as recommended by the Meals on Wheels Board and their subcommittee for the review of grant allocations. This was discussed last week.

2

Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017

The County Engineer proposed *approval of drawings for the Walnut Township Park* improvements.

Regional Planning proposed the approval of a *replat of the N.R. Baker subdivision*, as previously recommended by the RPC.

The Prosecutor proposed approval of a *two-year contract for legal services* to be provided to the County Parks District, at \$30,000 annually.

There were *financial resolutions* proposed, such as:

- Memo transactions to reflect the administrative fee for the self-funded insurance plan;
- The FOJ allocations for 2018 for the Sheriff and the Prosecutor;
- Permission for travel for the County Treasurer;
- A draw for the HOME grant;
- Budget adjustments for the airport fuel fund;
- A fund to fund transfer to properly account for the flex fund transactions;
- Appropriations from unappropriated funds for the Treasurer, Utilities and the County Engineer (all non-general fund resolutions);
- Account to account transfers to properly classify expenditures for the County Auditor (two resolutions, of which one is IT related) and for the County Sheriff;
- An extension of an advance and a new advance for grant projects;
- Multiple accounting transactions to clean up VOCA grant fund activity;
- Reimbursements and transfers by operation of law for JFS (four resolutions); and
- 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).

FYI: We plan to have the Airport internal debt reissued, with a meeting on January 9th at 9:45 am.

Mr. Levacy asked what resolution "cc" was for.

Ms. Brown replied it was grant reconciliation/adjustments for the victim/witness division of the prosecutor's office.

c. Administrative and Budget Update

The review packet contained a list of administrative approvals for the week. Directly after the 2018 budget was passed last week, the press release was sent, and there were updates sent to the staff and placed on the website. We reviewed casino revenues and conveyance fees. Casino revenues for the year were \$1.788 M; we estimated \$1.75 in 2017 and 2018. Conveyance fees (which had some extraordinary items) were \$2.88 M as of November; we estimated \$2.45 M in 2017 and \$2.4 M in 2018.

d. BRAVOs

Thank you to **Branden Meyer, Clerk of Courts, and his staff** for their exceptional customer service. We wanted to highlight the exceptional service once again, especially given the importance of the Certificate of Title fund to the Records and Assets projects. Also, thank you to Branden Meyer for his willingness to allow high school students volunteer to job shadow him for a class assignment.

Mr. Meyer praised his staff for their work.

Regular Meeting #55 - 2017
Fairfield County Commissioners' Office
December 5, 2017

He added that the overall budget will be a bit lower this year than last and revenues are expected to decline 1.16%. The loss of the MCO sales tax puts the county in a dicey situation as far as finances are concerned, but they will continue to monitor five years out. The county is currently looking at crossing the cash reserve minimum in 2021. Mr. Davis stated there should be no comfort in that. Predicting four years out with the economy is very complex. Over the last year the Commission has been disclosing the problems with the "out years" due to the loss of the MCO sales tax revenue. They have done all they possible could to avoid the loss, but were not successful. The State of Ohio managed to fix the problem for themselves, but not for the local governments.

Chief Lape expressed his appreciation to the Commissioners, Mr. Kochis, and Ms. Brown for their foresight and support in purchasing the new radios. Everyone in the county will be better served because of these radios.

Mr. Davis stated that while the purchase of the radios could be perceived as inconsistent with the budget situation, functioning radios are needed to avoid putting residents of Fairfield County in harm's way.

Mr. Kochis added that in the early 2000s the estimated cost for a new system was \$5,000,000. Since then, the state has opened the market for the statewide system bringing the cost to around \$400,000. The county will also benefit from surrounding counties having towers and from state maintenance.

Mr. Davis thanked Mr. Kochis for his work on this project.

c. Administrative and Budget Update

Administration Update

Ms. Brown noted the review packet contained a list of ***administrative approvals*** for the week and no questions were posed.

She went on to state that as all are aware, the new ***dog licensing fee structure*** is in place for new licenses due by the end of January 2018. There have been some citizen stakeholders to indicate support of the fees, acknowledging the improved services for the care of dogs and for the safety of the public. There have been others to not support the increase or the incentive to spay or neuter pets. One citizen complained about low income individuals not being able to pay \$20 or \$30 per year for the license fee, and throughout that conversation it was suggested that there be a waiver for individuals who were low income (such as participating in WIC or at the federal poverty level). When this idea was explored in the past, it was thought that there was no capability to do so, but we will seek out more information about this just in case there is a possibility of being able to put in place a hardship waiver. There is an administrative meeting set to discuss this matter.

We received ***good news that a grant has been approved for a community service probation officer position***. Ms. Brown indicated this position was discussed during the Municipal Court budget hearing. While the details of the grant are being obtained, please know that if there are any ideas for community service, you are encouraged to provide those ideas to Carri Brown or Tamara Bartak. From a county perspective, we have maintained the \$17,000 for Municipal Court in the 2018 budget proposal; however, prior to providing this additional amount, we will make sure it is needed, given the grant has been awarded and there is no expected match requirement.

We have submitted the application for the ***demolition of the Main Street jail***. We may need to attend a meeting of the Lancaster Historic Commission. Dennis Keller submitted the application in person. The Lancaster Fire Department will be using the site in the coming weeks for training exercises. (They began the training

4

Regular Meeting #55 - 2017
Fairfield County Commissioners' Office
December 5, 2017

exercises today.) Commissioner Davis indicated he would be available for meetings with the city as needed.

We reviewed the **2017 highlights of all Commission Departments' contributions to the mission** with summaries of how we serve, connect, and protect. 2017 was a great year, and the summary shows the excellent work of all the departments and their teams. Together, we are making a difference for Fairfield County.

County Budget Update

Mr. Davis spoke about the demolition of the old jail on Main Street and offered to attend any necessary Historical Commission meetings. He added that the building does not lend itself to a remodel due to the building's complex structure. If the city puts extreme parameters on the parking lot project, thus raising the cost, the Commission can let the building just sit there for years.

He also spoke about the dog license complaints. The Commission cannot think of the Dog Shelter and their services without thinking of the issues in 2011 and community feedback. Hundreds of individuals attended meetings and over 7,000 emails were sent from around the world regarding the inhumane treatment of dogs at the shelter. Euthanasia rates at that time were very high. Mr. McCullough and his staff have since created a service level to address all of the concerns (veterinarian services, neuter services, increase in return to owner rates, and a barely registerable euthanasia level). Providing better care comes at a higher cost.

Ms. Brown presented the 2018 budget proposal. The general fund expenditure budget for 2018 is proposed **at \$46.5 million, a decrease of 2% as compared to the current 2017 budget**. The general fund covers expenditures for the daily operations of county services.

Decreases in the 2018 budget are largely due to the existence of one-time expenditures in 2017, such as the purchase and improvement of property; cybersecurity improvements; law enforcement radios; and furniture, fixtures, and equipment for the new jail and public safety facility which opened in June of 2017.

Increases are mainly in the category of salaries and fringe benefits: \$800,000 for all employees and \$17,800 for elected officials in accordance with statute. (A 2% increase for raises was approved for employees.) However, health insurance rates are flat.

The main priority of the budget is public safety, with the Sheriff's department and related jail expenditures totaling 37.9% of the budget. Approximately 26.5% of expenditures are for the Coroner, Prosecutor, and Courts. An additional approximate 3.5% is allocated to Child Protective Services, **bringing 67.9% of general fund budget dedicated to public safety**.

The state is providing transitional aid to offset a portion of the often discussed MCO sales tax revenue loss. In 2017, \$434,000 state transitional aid is set aside to supplement general fund dollars for the purchase of law enforcement radios. In 2018, an additional \$434,000 of transitional aid will be available to supplement general fund revenues.

For 2018, some unique items are within the budget:

- \$147,000 for the Board of Elections to meet needs of a gubernatorial election;
- \$120,000 for the Sheriff's Office to build a firing range;
- \$100,000 to build a tower to support radio communications;
- \$59,000 for the Prosecutor's Office to hire a staff member, offset in part by reductions in a grant match;
- \$50,000 for Juvenile Court to replace reductions of state revenue;

Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, December 12, 2017 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Joshua Horacek, Amy Brown-Thompson, Jon Slater, Jim Bahnsen, Chief Lape, Rick Szabrak, Loudan Klein, Jon Slater, Todd McCullough, Branden Meyer, Aunie Cordle, David Miller, Lancaster Eagle Gazette reporter, Chad Reed, Ray Stemen, and Judy Stemen.

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, December 12, 2017

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, December 12, 2017 Regular Meeting.

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

Approval of the Auditor's Office Resolution

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:

- | | |
|--------------|---|
| 2017-12.12.a | A resolution approving an account to account transfer – Auditor's Office [Auditor- Finance] |
| 2017-12.12.b | A resolution authorizing a memo expense memo receipt for the General Fund 2% administration fee for managing the county self-insurance program, Fund# 5376 TO GENERAL #1001 – Fairfield County Auditor [Auditor- Payroll] |
| 2017-12.12.c | A resolution approving an account to account transfer – Auditor's Office, Information Technology [Auditor- Finance] |

Discussion: Mr. Slater stated these resolutions were for year-end clean up.

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

Approval of the Commissioners Resolutions

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

9

**Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017**

- 2017-12.12.d A resolution to approve the Further of Justice appropriation for the County Prosecutor – Appropriate from Unappropriated into a major expense category & fund to fund transfer – Fairfield County Commissioners [Commissioners]
- 2017-12.12.e A resolution to approve the annexation of 13.34 +/- acres from Walnut Township to the Village of Millersport, Expedited Type I, pursuant to ORC 709.022, Annexation of Land by Jon M. Hanna and Pamela L. Hanna. [Commissioners]
- 2017-12.12.f A resolution authorizing the approval of an advance from the General Fund to FY2016 CHIP/HOME Fund # 2731 Subfund# 8137 [Commissioners]
- 2017-12.12.g A resolution to approve a fund to fund transfer from the General Fund #1001 to the Flexible Spending Account Fund # 7680 – Fairfield County Commissioners [Commissioners]
- 2017-12.12.h A resolution authorizing the reduction appropriations in major expenditure object categories for fund# 5786, Airport Fuel Fund – Fairfield County Commissioners [Commissioners]
- 2017-12.12.i A resolution to approve the Further of Justice (FOJ) appropriation for the County Sheriff - fund to fund transfer – Fairfield County Commissioners [Commissioners]
- 2017-12.12.j A resolution authorizing the approval of a request for payment and status of funds report–FY2016 Home Funds – Drawdown for \$38,360 [Commissioners]
- 2017-12.12.k A resolution approving a contract with the City of Lancaster and the Board of Commissioners, for Criminal Prosecution Services [Commissioners]
- 2017-12.12.l A resolution authorizing the approval to extend the repayment date of an advance of funds for the FY2016 ODOT Grant fund# 3034, subfund# 8116 – Fairfield County Commissioners/Airport [Commissioners]
- 2017-12.12.m A resolution approving the grant award for the Older Adult Services Levy. [Commissioners]
- 2017-12.12.n A resolution to appoint Mr. Matthew Johnson to the Fairfield County Revolving Loan Fund. [Commissioners]
- 2017-12.12.o A resolution to sign host site agreements for 2018 required by CFLP Solid Waste district in order to continue trailer site locations and make host site payments for those hosting recycling trailer sites for use by Fairfield County residents. [Community Action]
- 2017-12.12.p A resolution entering into a contract between Fairfield County and the Lancaster/Fairfield Community Action Agency for Recycling Services for 2018 [Community Action]

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

Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017

- 2017-12.12.q A Resolution to Approve the Construction Drawings for the Walnut Township Park Improvements Fairfield Beach Project. [Engineer]
- 2017-12.12.r A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for salary and fringe benefits for the remainder of 2017 [Engineer]
- 2017-12.12.s 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 11/15/17 to 12/6/17 [Engineer]

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

Approval of the JFS Resolutions

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

- 2017-12.12.t A resolution regarding a Purchase of Service Contract between Fairfield Information Services & Associates, LLC, d.b.a. American Court Services and Job & Family Services [JFS]
- 2017-12.12.u A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2017-12.12.v A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2017-12.12.w A resolution regarding Network Placement and Related Services Agreement between Richmeier Therapeutic Home and Job and Family Services, Child Protective Services Department [JFS]
- 2017-12.12.x A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2017-12.12.y A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2599 reimbursing Fund 2018 [JFS]
- 2017-12.12.z A resolution regarding Network Placement and Related Services Agreement between Oesterlen Services for Youth, Inc., and Job and Family Services, Child Protective Services Department [JFS]
- 2017-12.12.aa A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Christina McGill [JFS]

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

Approval of the Prosecutor Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Prosecutor resolution to approve the extension of an agreement for legal services between the Fairfield County Board of Commissioners jointly with the Fairfield County Prosecutor Attorney and the Fairfield County Park District Board of Park Commissioners; see resolution 2017-12.12.bb.

**Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017**

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

Approval of the Prosecutor – Victim Witness Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Prosecutor – Victim Witness resolutions:

- 2017-12.12.cc A resolution to approve the transfer of unexpended fund balance in Special Revenue sub funds 8023 and 8070 to General Fund and approve General Fund transfer to sub fund 8027 for negative balance. Prosecutor [Prosecutor- Victim/Witness Division]
- 2017-12.12.dd A resolution to approve the transfer of unexpended fund balance in Special Revenue funds 2742 and 2744 to General Fund. Prosecutor [Prosecutor- Victim/Witness Division]
- 2017-12.12.ee A resolution to approve the transfer of unexpended fund balance in Special Revenue funds 2674 and 2686 to General Fund.

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

Approval of the Regional Planning Commission Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Regional Planning Commission resolution to approve the replat of NR Baker Subdivision; see resolution 2017-12.12.ff.

Discussion: Mr. Klein stated that they were removing some lot lines for some renovations.

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

Approval of the Sheriff's Office Resolution

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

- 2017-12.12.gg A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Township of Violet [Sheriff]
- 2017-12.12.hh A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Lancaster Board of Education [Sheriff]
- 2017-12.12.ii A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Village of Bremen [Sheriff]
- 2017-12.12.jj A resolution approving an account to account transfer Fund 1001 [Sheriff]
- 2017-12.12.kk A resolution authorizing the approval of an amendment to the service agreement by and between Fairfield County Sheriff's Office and the City of Canal Winchester [Sheriff]

**Regular Meeting #56 - 2017
Fairfield County Commissioners' Office
December 12, 2017**

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

Approval of the Treasurer's Office Resolutions

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

- 2017-12.12.ll A resolution granting Fairfield County Treasurer James N. Bahnsen Permission to Attend. [Treasurer]
- 2017-12.12.mm A resolution to appropriate from unappropriated in a major expenditure object category County Treasurer 1080-Trust, Unclaimed Funds [Treasurer]

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

Approval of the Utilities Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Utilities resolution to appropriate from unappropriated in a major expenditure object category for Fund 7044 – (Greenfield Township); see resolution 2017-12.12.nn.

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

Approval of Payment of Bills Resolution

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:

- 2017-12.12.oo A resolution authorizing payment(s) to United Health Care for purposes of the Fairfield County Health Benefits Plan – Fairfield County Board of Commissioners [Commissioners]
- 2017-12.12.pp 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 and Steve Davis
Absent: Mike Kiger

Motion to return to Public Comment

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to return to the Public Comment portion of the Regular Meeting.

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

Mr. Davis welcome Mr. Stemen and asked if he had any comments.

Mr. Ray Stemen of 2444 West Point Road in Lancaster encouraged everyone to visit "www.wmd.com" to see a list of the 162 accomplishments President Trump has had since taking

Motion to leave to Public Comment