

Regular Meeting #58 - 2016
Fairfield County Commissioners' Office
December 13, 2016

Review

The Commissioners met at 9:01 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Levacy called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Jon Kochis, Todd McCullough, Jeff Porter, Dennis Keller, Aundrea Cordle, Josh Horacek, Tony Vogel, Jason Dolin, Chief Perrigo, Spencer Remoquillo, Alma Kiger, David Miller, Jim Bahnsen, Lisa Notestone, Rick Szabrak, Ray Stemen, Branden Meyer, Steve Rauch, Jon Slater, Jr., Holly Mattei, and Kyle Witt.

- Announcements

Ms. Brown announced that the final Board of Commissioners meeting will be December 20th. The reorganizational meeting will be January 9, with the first regular meeting scheduled January 10th.

- Legal Update

Mr. Dolin stated he did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Highlights of Resolutions

Ms. Brown provided highlights of resolutions.

There was a resolution to promote the organizational value of customer service and recognize those with GEMs and BRAVOs throughout the year. There are many ways that the value of customer service is promoted, and this resolution was one way.

There was a proclamation to honor Dave Fey, who will be retiring. Mr. Fey requested no fanfare.

There were several resolutions to approve the issuance of bonds for elected officials.

We had a resolution to approve officers for the Volunteer Peace Officers' Dependents Fund Board, renewing appointments as proposed by the County Sheriff.

We had a resolution to confirm the rates and deductions (authorizing approval by the HR Director) for the health benefits plan. We also have a resolution to approve the contract with Fairfield Medical Center, as reported earlier. FMC representatives will be here at the 10 am meeting for a photo.

There was a resolution to confirm the grants from the Meals on Wheels levy, as recommended by the Meals on Wheels Board.

RPC proposed the approval of an extension of time for the completion of the sidewalks for Storage One. RPC also proposed a resolution for the Building Department services, a contract with Toole and Associates, consistent with previous discussion and approved to form by the County Prosecutor.

The County Engineer proposed the approval of construction drawings for a Bloom Township bridge project.

We had a resolution to approve the contract with Community Action for CFLP related recycling services.

We had a resolution to approve the renewal of a IV-D contract for process service.

There were financial resolutions to approve, such as:

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- Account to account transfers of appropriations for the Sheriff and Juvenile and Probate Court (multiple resolutions, including transactions to manage court appointed attorney fees);
- Appropriations from unappropriated funds for the Sheriff and Engineer (multiple resolutions);
- The repayment of advances and the authorization of new advances and repayment dates for special revenue funds (multiple resolutions);
- CDBG allocations and draw downs, with status reports;
- Authorization of FOJ allocations for the Prosecutor and the Sheriff for 2017;
- A memo expenditure transaction for the County Engineer;
- A memo receipt for Child Protective Services and reimbursements to the PA fund from APS and PCSA; and
- The payment of bills/and or then and now type transactions, if any, in accordance with county policy and procedures.

We have an "add on" resolution regarding the reappointment of Bob Competti to the Board of Developmental Disabilities.

b. Administrative Approvals & Budget Update

Ms. Brown reported that the review packet contained a list of administrative approvals for the week. Thanks to everyone who is working hard to ensure the encumbrance process is managed properly.

c. Jail & Public Safety Facility

Ms. Brown reported that the project continues to be on schedule and on budget. We reviewed the most recent construction management report from Granger.

Mr. Keller reported that the inside of the facility is moving right of long due to the heat being connected. Work on the exterior facility may stop when temperatures drop to zero. The brick veneer is about 70% completed. Today, they are pouring concrete for the slab and the outdoor recreation area.

Commissioner Levacy reported that the Township Trustee Association members are interested in a jail tour on a Saturday evening in March.

Mr. Keller stated that he would make arrangements for the tour.

d. Legislative Update

Ms. Brown reported that she reviewed correspondence from our associations regarding legislation. She asked the Board to review in their own time. The NACO update has information (and there may be future grant opportunities) relating to addiction and mental health matters. The CCAO update has information stating that there is minimal impact on government buildings regarding the concealed carry new law.

Mr. Levacy stated that Senate Bill 235 affects the Auditor and Treasurer regarding CAUV.

Mr. Slater stated that the Senate Bill will create a helpful tool to Economic Director Rick Szabrak. There were good efforts around the state to create the bill.

Ms. Brown stated that there has been excellent support from CCAO regarding the bill.

Mr. Bahnsen reported that the Treasurer's Association still has concerns with safety of their offices.

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Ms. Brown asked Mr. Kochis, who leads the security committee, to invite Mr. Bahnsen to the next security meeting.

Mr. Keller stated that new cameras are being installed in the Courthouse.

e. **Bravos**

Ms. Brown reported that there was a resolution to recognize the organizational value of exceptional customer service. Individuals recognized include those who have received GEMS and those who have been highlighted in the Bravo section of the review agenda. Thanks, everyone.

Ms. Brown thanked Todd McCullough for leading the collaboration with the Dog Adoption Center and Shelter and Protective Services. \$700 in gift cards were raised for the holiday drive.

Ms. Cordle thanked Deputy John James for his services at JFS regarding follow up to the robbery at CVS.

Ms. Cordle also mentioned that eight French classes at Lancaster High School raised \$800 for Protective Services.

Ms. Brown thanked the Airport Board members and Secretary for the Airport Open House held on December 12, 2016.

- Old Business (none)
- New Business (none)
- General Correspondence Received

a. **GFAO Certificate of Achievement for Fairfield County Auditor's Office**

Mr. Slater reported that once again they received the GFOA certificate for excellence in financial reporting. This is very important to the county's bond rating. Work on the CAFR & PAFR is led by Lisa Notestone and Local Government Services of the State Auditor. He would like to thank his full finance staff during the 10:00 regular meeting.

Ms. Notestone stated that she could not do it without her finance staff. She thanked them, also.

Mr. Slater reported that the CAFR is reported in the 90th percentile. His office will continue to look at improving.

Mr. Levacy congratulated the Auditor and his staff.

- Calendar Review/Invitations Received (none)
- FYI

a. **Swearing In Ceremony – December 13th**

b. **Commissioners Holiday Open House – Tuesday, December 13th from 11:30 a.m. to 1:00 p.m.**

Ms. Brown stated that no public dollars were used for the Holiday Open House.

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- c. Common Pleas Court Newsletter
- d. Juvenile/Probate Court Newsletters
- Issues Bin (none)
- Open Items

Ms. Brown stated that the 2016 Highlights of Accomplishments was available.

Mr. Levacy stated that he would like to comment on the passing of John Glenn. He was a Korean War Veteran and World War II Veteran. He was a great American. He also knew him personally as a customer and appreciated his example of patriotism.

Commissioner Levacy stated at 9:21 a.m. the Commissioners would be in recess until the 10:00 a.m. meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, December 13, 2016 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Staci Knisley, Ray Stemen, Dennis Keller, Jon Kochis, Todd McCullough, Aundrea Cordle, Jeff Porter, Alma Kiger, Michael Kaper, Mary Nibert, Katie Racette, Valeda Slone, Jason Dolin, Josh Horacek, Ed Laramee, Tony Vogel, Jon Slater, Jr., Branden Meyer, Holly Mattei, Angel Conrad, Rick Szabrak, Lisa Notestone, David Miller, Jim Bahnsen, Chief Perrigo, LeAnn Glass, Lori Hampshire, Meagen Bowland, Taylor Reed, Angie Crawford, Amber Kirkman, Steve Rauch, Stephanie Hall, Randall Ullom, Kyle Witt, and Jennifer Dickerson.

Pledge of Allegiance

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

Announcements

Commissioner Levacy asked if there were any announcements.

Mr. Slater thanked his staff for the GFOA Certificate of Achievement. The finance staff and the departmental fiscal staff work on a day to day basis to create the financial reporting for the CAFR & PAFR. The financial reporting was led by Lisa Notestone and LGS of the State Auditor. He thanked his entire staff and asked them to stand for recognition.

Mr. Levacy stated that the Auditor did great work. He thanked the Auditor and his staff.

Public Comments

Commissioner Levacy asked if anyone from the public who would like to speak or offer comments.

Mr. Ray Stemen of 2444 West Point Road asked that everyone check out the "fake news" that is in his opinion dividing the people in our nation. He suggested that people complaining about fake news were creators of fake news.

Approval of Minutes for Tuesday, December 6, 2016

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On the motion of Steve Davis and the second of Mike Kiger Board of Commissioners voted to approve the minutes for Tuesday, December 6, 2016.

Roll call vote of the motion resulted as follows:

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

Approval of the Commissioners' Office Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

- 2016-12.13.a A resolution acknowledging "customer service" as a core value of and recognizing exemplary customer service in Fairfield County government.[Commissioners]
- Discussion: Ms. Brown stated that the resolution is just one way to recognize the core value of customer service. The board encourages all departments to use this resolution with their employee evaluations and to highlight the value of customer service in multiple ways.
- Mr. Levacy stated that as public servants, it is very important to have customer service as a core value.
- 2016-12.13.b A resolution approving the bond of Dr. Thomas R. Vajen for the Office of Fairfield County Coroner, term commencing January 2, 2017. [Commissioners]
- 2016-12.13.c A resolution approving the bond of Paul David Phalen for the Office of Fairfield County Sheriff, term commencing January 2, 2017. [Commissioners]
- 2016-12.13.d A resolution approving the bond of Jeremiah D. Upp for the Office of Fairfield County Engineer, term commencing January 2, 2017. [Commissioners]
- 2016-12.13.e A resolution approving the bond of Branden C. Meyer for the Office of Fairfield County Clerk of Courts, term commencing January 2, 2017. [Commissioners]
- 2016-12.13.f A resolution approving the bond of Gene Wood for the Office of Fairfield County Recorder, term commencing January 2, 2017. [Commissioners]
- 2016-12.13.g A resolution approving the reappointment of Lt. Alex Lape and Sgt. Jesse Hendershot to the Volunteer Peace Officers Dependents Fund Board.[Commissioners]
- 2016-12.13.h A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of August 15, 2016 through September 15, 2016 [Commissioners]
- 2016-12.13.i A resolution approving the grant award for the Older Adult Services Levy.[Commissioners]
- 2016-12.13.j A resolution authorizing the approval of a request for payment and status of funds report, drawdown for \$54,980 for FY2014 CDBG Funds Fairfield County Commissioners [Commissioners]
- 2016-12.13.k A resolution authorizing the approval to extend the repayment date of advance of funds – Fund #2730 FY2014 CHIP/CDBG –

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Fund#2731 FY2014 CHIP/CDBG – Fund# 2807 FY2016 Ohio EPA
– Fund# 3011 FY15 FAA - Commissioners' Office [Commissioners]

- 2016-12.13.l A resolution authorizing the approval of a proclamation.
- 2016-12.13.m A resolution authorizing the approval of a request for payment and status of funds report for the FY2015 CDBG Allocation - \$ 123,029 [Commissioners]
- 2016-12.13.n A resolution entering into a contract between Fairfield County and the Lancaster/Fairfield Community Action Agency for Recycling Services for 2017.[Commissioners]
- 2016-12.13.o A resolution authorizing the approval of an Advance from the General Fund to the FY2014 CHIP/CDBG Grant Fund# 2730 sub fund 8082 - Commissioners' Office [Commissioners]
- 2016-12.13.p A resolution authorizing the approval of repayment of an advance to the General Fund – Fund # 2732 FY2014 CHIP/OHTF sub fund 8084 Commissioners' Office [Commissioners]
- 2016-12.13.q 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]
- 2016-12.13.r A resolution to approve the Further of Justice (FOJ) appropriation for the County Sheriff - Appropriate from Unappropriated into a major expense category & fund to fund transfer – Fairfield County Commissioners [Commissioners]
- 2016-12.13.s A resolution to approve the reappointment of Mr. Bob Competti to the Fairfield County Board of Developmental Disabilities [Commissioners]

Roll call vote of the motion resulted as follows:

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

Approval of the Engineer's Office Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

- 2016-12.13.t A Resolution to Approve the Construction Drawings for the BLO-14, FAI-CR23-4.502 Winchester Road Bridge Replacement Project. [Engineer]
- 2016-12.13.u A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for drainage maintenance work completed in meadowmoore section 3 phase 2 [Engineer]
- 2016-12.13.v A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for training [Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of the Human Resources Resolutions

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On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Human Resources resolutions:

- 2016-12.13.w A resolution to set rates for the 2017 Fairfield County Employee Health Benefits Plan [Fairfield County Human Resources]
- 2016-12.13.x A resolution authorizing the approval of an agreement with Fairfield Healthcare Professionals, Inc. an affiliate of Fairfield Medical Center to operate an employee wellness clinic for Fairfield County Employees – Fairfield County Commissioners [Fairfield County Human Resources]

Discussion: Mr. Porter stated that the agreement with Fairfield Medical Center approves the employee wellness clinic which opens on January 4, 2017. Ms. Mary Nibert, Business Development Coordinator with Fairfield Medical Center is here. He asked the Board to take this time for a photo opportunity.

Mr. Davis stated that Mr. Porter presented multiple options for new health insurance. He tried to make the change as painless for the employees as possible. There are also improvements with the health insurance benefits. He appreciates Mr. Porter and Fairfield Medical Center for their cooperation.

Mr. Levacy stated that he looked forward to the relationship with Fairfield Medical Center.

Roll call vote of the motion resulted as follows:

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

Approval of the JFS Resolutions

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

- 2016-12.13.y A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services [JFS]
- 2016-12.13.z A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2016-12.13.aa A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2016-12.13.bb A resolution regarding a Purchase of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Fairfield Information Services & Associates, LLC, d.b.a. American Court Services and Job & Family Services [JFS]

Roll call vote of the motion resulted as follows:

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

Approval of the Juvenile/Probate Court Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Juvenile/Probate Court resolutions:

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- 2016-12.13.cc A resolution approving an account to account transfer[#1001 Juvenile Court General Fund] [Juvenile/Probate Court]
- 2016-12.13.dd A resolution approving an account to account transfer[PROBATE COURT] [Juvenile/Probate Court]
- 2016-12.13.ee A resolution approving an account to account transfer[#1001 Juvenile Court General Fund] [Juvenile/Probate Court]
- 2016-12.13.ff A resolution approving an account to account transfer in a major object expense category – Fund# 1001, General Fund – Juvenile Court [Juvenile/Probate Court]

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

Approval of the Regional Planning Commission Resolutions

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Regional Planning Commission resolutions:

- 2016-12.13.gg A resolution to approve an extension to the time frame for completing the sidewalk construction for the Storage One/Spring Creek Business Complex Subdivision per the Development Agreement executed on October 28, 2014 by and between the Board of Commissioners and Storage One [Regional Planning]
- 2016-12.13.hh A resolution to approve a contract between the Fairfield County Board of Commissioners and Toole & Associates [Regional Planning Commission]

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

Approval of the Sheriff's Office Resolutions

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

- 2016-12.13.ii A resolution authorizing an account to account transfer Fund 2503 Police Revolving [Sheriff]
- 2016-12.13.jj A resolution approving an account to account transfer Fund 2812 HOPE Grant [Sheriff]
- 2016-12.13.kk A resolution authorizing an account to account transfer Fund 2593 Concealed Carry [Sheriff]
- 2016-12.13.ll A resolution to appropriate from unappropriated in a major expenditure object category Sheriff's Office Fund 2503 Police Revolving [Sheriff]
- 2016-12.13.mm A resolution to appropriate from unappropriated in a major expenditure object category Sheriff's Office Fund 2503 Police Revolving [Sheriff]

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

Approval of the Utilities Office Resolutions

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On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the following Utilities Office resolutions:

- 2016-12.13.nn A resolution to appropriate from unappropriated in a major expenditure object category for Fund 7704 – (Greenfield Twp.)
- 2016-12.13.oo A resolution to appropriate from unappropriated in an expenditure object category Utilities Bond Fund 5776
- 2016-12.13.pp A resolution to appropriate from unappropriated in an expenditure object category Utilities Water Fund 5046

Roll call vote of the motion resulted as follows:

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

Approval of the Payment of Bills

On the motion of Steve Davis and the second of Mike Kiger, the Board of Commissioners voted to approve the Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners approval; see resolution 2016-12.13.qq.

Roll call vote of the motion resulted as follows:

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

Ms. Knisley announced that the next Regular Meeting is scheduled for Tuesday, December 20, 2016, at 10:00 a.m.

Adjournment

With no further business, on the motion of Steve Davis and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:18 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, December 20, 2016, at 10:00 a.m.

Motion by:

Seconded by:

that the December 13, 2016, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on December 20, 2016

Absent

Steven A. Davis
Commissioner

Dave Levacy

Dave Levacy
Commissioner

Mike Kiger

Mike Kiger
Commissioner

Staci A. Knisley

Staci A. Knisley, Acting Clerk