

**Regular Meeting #59 - 2015**  
**Fairfield County Commissioners' Office**  
**December 15, 2015**

**Review**

The Commissioners met at 9:00 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, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Spencer Remoquillo, Jeff Porter, Branden Meyer, AJ Lacefield, Dennis Keller, Ray Stemen, Scott Zody, Tony Vogel, Joshua Horacek, Jim Bahnsen, Todd McCullough, Mayor Tammy Drobina, Chief Perrigo, Michael Kaper, David Miller, Aunie Cordle, and David Uhl.

- Legal Update (none)
- Administration and Budget Update/Carri's List

a. Highlights of 2015 Accomplishments

The mission of the Fairfield County Commissioners' Team is to provide professional recommendations and implement the vision and policies of the County Board of Commissioners. We work to ensure high quality services, with outstanding customer service at an exceptional value to taxpayers. We foster economic and fiscal sustainability and enhance the County's reputation as a high performing, learning, and caring organization. Highlights of accomplishments for 2015 were documented and shared during the review meeting.

b. Highlights of Resolutions/Proclamations

Ms. Brown provided highlights of resolutions.

There was a proclamation ready to honor the services of Mayor Dave Smith. (There was an additional proclamation to add to the agenda for a similar honor.)

There was a resolution to approve the grant applications for the Meals on Wheels grants, as recommended by the Meals on Wheels committee and Meals on Wheels Board. This action was discussed in review last week, as well.

There was a resolution to name a Healthier Buckeye Council with the same membership of the Fairfield County Family, Adult, and Children First Council. This resolution can be amended at any time. The purpose of naming a council as such is to be eligible for grants that would be helpful in building bridges out of poverty. The FCFACF Council recommended this action, and the same people of the FCFACF Council will be the leadership working on the Healthier Buckeye Council efforts in the future.

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There was a resolution to approve drawings from the Engineer for the Milnor Road culvert replacement. The Engineer also proposed a bond relating to road maintenance and an agreement with Walnut Township, the County Engineer, and ODNR.

There was a retroactive agreement relating to services for the Land Bank, approved to form. This was discussed in a Land Bank meeting but was not provided to the Board of Commissioners for signatures, although the arrangement for the staffing was understood from the Land Bank discussions. It is being approved by the Board, rather than an administrative process, given it is retroactive for the year. Indirect costs will be researched.

There was a resolution to approve the Heather Lake Section 1 Replat of Lot 1 as approved and recommended by the Regional Planning Commission.

There was a memo of understanding to approve relating to the deposit of funds at Fairfield National Bank for the Clerk of Courts, which has been approved to form by the County Prosecutor. There was a similar agreement for banking services for the County Treasurer, also approved to form by the County Prosecutor.

The Utilities Department proposed an amendment to the Allen Road water line contract for engineering services, which had been approved to form by the County Prosecutor. In addition, the Utilities Department proposed an amendment to the contract with Southwest Licking Community Water and Sewer District relating to an additional public water interconnect and booster station being designed and installed as a part of the preserve at Haaf Farms subdivision. The amendment was also approved to form by the County Prosecutor.

There were resolutions to approve the Recycling Host Sites, the Recycling Contract for services with Community Action, and a budget amendment (netting to no change overall in total budget) as part of the CFLP related services.

The Sheriff proposed the purchase of a 911 radio console, as discussed previously with the transfer of appropriations to allow for such a purchase, which is able to be used at the new jail and public safety facility site. The Sheriff also proposes the renewal of the Aramark contract for services.

There was a resolution to approve a new Workforce Investment Board member, Ms. Jacqueline Craiglow, following a telephone interview

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conducted with Carri Brown. Ms. Craiglow's term is effective January 1, 2016, and is the remainder of a term formerly held by Todd Lape. Both Ms. Craiglow and Mr. Mace are from Worthington Industries. Ms. Craiglow is interested in serving and is able to attend meetings.

There were multiple financial resolutions to approve, such as:

- The processing of administrative fees for health insurance for November and December;
- Account to account transfers of appropriations for the Sheriff, Board of Elections, and the County Auditor (for Real Estate Assessment);
- Appropriations from unappropriated funds for the Engineer and JFS;
- A reduction of appropriations for the FCFACF Council, CDBG, and FAA related funds;
- An advance relating to the CDBG allocation and the extension of a repayment of an advance for an FAA related project;
- Providing for the codified allocation for the FOJ accounts for the Sheriff and the Prosecutor for 2016; and
- Memo expenditures for the Engineer.

Mr. Davis added that people may remember a resolution that was previously approved for research on health insurance options; currently, the health insurance situation is less than ideal but that the county continues to evaluate its options.

c. Administrative Approvals & Budget Update

The review packet contained a list of administrative approvals for the week. Ms. Brown asked if there were questions, and there were none.

The annual contract for legal services with outside counsel, Fishel Hass, Kim Albrecht, LLP, has been approved administratively in the past, and is on schedule for administrative approval for 2016 services.

It is under the administrative threshold, and the fixed compensation does exceed the total annual compensation of the prosecuting attorney of the county, as per code. The administrative approvals are part of the regular review sessions.

Ms. Brown reported that a motion acknowledging this approval for the services (not to exceed \$40,000) at an hourly rate of \$195 would be welcome.

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**Motion to acknowledge the administrative process and approve the annual contract for legal services with Fishel Hass Kim Albracht, LLP, with fixed compensation not to exceed \$40,000, which is under the annual compensation of the prosecuting attorney of the county, in accordance with ORC 309.09.**

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to acknowledge the administrative process and approve the annual contract for legal services with Fishel Hass Kim Albracht, LLP, with fixed compensation not to exceed \$40,000, which is under the annual compensation of the prosecuting attorney of the county, in accordance with ORC 309.09.

Roll call vote of the motion resulted as follows:

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

Ms. Brown added there are no outstanding questions relating to the 2016 appropriation measure or about any administrative process. We have received a lot of positive feedback about how the budget was passed early in December (which has become a pattern). We received thanks about the budget approvals from Judge Landefeld of Municipal Court and Mandi Crist with the Visitation (Parenting Time) Center.

d. Jail and Public Safety Facility Update

Ms. Brown reported Granger is providing regular construction reports, and one was received December 9. It was in the review packet. There were no critical incidents to report, and the project remains on track.

Mr. Keller added that the project is in good shape. The foundation will be laid in pieces with the first section complete in February and the entire foundation completed by the end of March or early April.

e. Visit to the Amstutz Building (Veterans Services Building)

On Wednesday, Dennis Keller, Mandi Crist, and Carri Brown will visit the Amstutz building for the use of parenting time and visitation connected with Domestic Relations Court cases. The building now houses Reentry Services, guided by the County Sheriff staff and for which the Board of Commissioners is the grantee.

f. Fairfield County Logo

Martin Barker will be presenting the revised logo to Carri Brown and Aunie Cordle in December. It will likely be available for the first meeting in 2016. Our goal was to have it in place for the first quarter of 2016. There will be time available with Mr. Barker for any elected official and department head who would like to consider implementation of the logo.

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g. Baldwin Building – Records Center Update

A lease of the Baldwin Building for records is anticipated to be approved administratively for the first half of 2016. We remain in investigation of purchasing the building.

h. Online Checkbook Update

On December 10, Rachel Elsea sent out a notice about the online checkbook option and asked for feedback about any records that should be redacted. The option on schedule for the first part of 2016 is the option that comes at no additional cost to the county. The topic will be reviewed at the February 11 roundtable meeting.

i. Bravos

Thank you to the Commissioners' team for organizing the holiday open house. The review packet will contain an announcement flier for the **Holiday Open House for all employees (December 15, 11:30 am – 1 pm)**. We hope everyone can attend. No public dollars are used for the celebration.

Thank you to **Theresa Haynes** for answering questions from customers and helping them find the right department to visit.

Thank you to the **department heads and Commissioners' employees** for their voluntary donations to the Charity Newsies in honor of the Board of Commissioners during the holidays.

- Old Business

- a. Buckeye Lake State Park Dam

- Mr. Levacy spoke with Ian Hicks of Gannett Fleming. The berm area signage is up, and Leibs Island's entry road will become one way with stop lights. They expect material transit to being as easy as today. The advisory committee continues to meet and speak with state elected officials.

- New Business

- a. Bike Lady Donation Delivery

- Ms. Cordle reported that at 10:00 a.m. that morning the Bike Lady would be delivering 48 bikes for the JFS holiday gift drive.

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- General Correspondence Received

- a. Thank you from Mandy Crist re: Visitation Center

At the request of the judiciary, and with the lack of grant funding, the Commissioners will support the parenting time (visitation) center in connection with Domestic Relations Court increases safety for children and families.

- Calendar Review/Invitations Received

- a. Appalachia Behavioral Health Care Open House – December 17<sup>th</sup> and December 18<sup>th</sup>
  - b. Deputy Ethan Collins 10<sup>th</sup> Anniversary EOW Ceremony – Monday, January 4<sup>th</sup> at 1:00 p.m. at the Bremen American Legion – 201 N. Broad St. Bremen
    - 1. Commissioner Davis will attend.

- FYI

- a. Holiday Open House – December 15<sup>th</sup>

The review packet contained an announcement flier for the **Holiday Open House for all employees (December 15, 11:30 am – 1 pm)**. We hope everyone can attend. No public dollars are used for the celebration.

- b. Next Regular Meeting is scheduled for Tuesday, January 12, 2016 with the 2016 Reorganizational Meeting scheduled for Monday, January 11, 2016 at 10:00 a.m.

Commissioner Davis stated that the Commission would be around over the holidays should a special meeting need to be called. He thanked the Commissioners for allowing him to serve as President in 2015.

- c. 2016 Special Dates

- Issues Bin (none)

- Open Issues (none)

Commissioner Davis stated at 9:23 a.m. that the Commission would be in recess until the Regular Meeting.

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**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, December 15, 2015 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Staci Knisley, Spencer Remoquillo, Holly Mattei, Jeremiah Upp, Chief Perrigo, Aunie Cordle, Jim Bahnsen, Joshua Horacek, Ray Stemen, Tony Vogel, Branden Meyer, Todd McCullough, Chad Reed, David Miller, Mayor Tammy Drobina, Jon Kochis, Katrina Metzler, Scott Zody, Mayor David Smith, Deb Smith, Jim Edwards, Michael Kaper, and Anna Tobin.

**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.

Ms. Elsea stated there was one resolution to add on.

**Public Comment**

Commissioner Davis asked if there were any announcements.

Mr. Ray Stemen of 2444 West Point Road in Lancaster stated that it was important to pay attention to local government and thanked the Commissioners for listening to the public. He also urged everyone to contact their Representatives and Senators in Washington, D.C., to let them know where he or she stands. Mr. Stemen asked that everyone remember to not take "Christ" out of Christmas.

**Approval of Minutes for Tuesday, December 8, 2015.**

On the motion of Mike Kiger and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, December 8, 2015 Regular Meeting.

Roll call vote of the motion resulted as follows:

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

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**Approval of the Commissioners Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Commissioners' resolution authorizing the approval of a proclamation recognizing Mayor David Smith for his longtime service to Fairfield County; see resolution 2015-12.15.a.

Discussion: Mr. Kiger and Mr. Levacy thanked Mayor Smith for his service to the citizens of Lancaster. They also wished him well in retirement. Mr. Davis presented the proclamation to Mayor Smith and thanked him from the bottom of his heart, adding that he strives to be as good of a public servant as Mayor Smith. Mayor Smith replied it was a privilege and honor to serve. He has learned a lot about the community as well as himself. He has learned that in order to move forward you must do what you are supposed to do. He thanked his superintendents and supervisors and a very tolerable community for allowing the City of Lancaster to move forward. Lancaster has managed to support levies to further community objectives, which is a great accomplishment. He thanked the Commissioners for the proclamation and honor.

Roll call vote of the motion resulted as follows:

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

**Approval of the Auditor's Office Resolutions**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Auditor's Office resolutions:

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|--------------|--|
| 2015-12.15.b | A resolution authorizing a fund to fund transfer for the General Fund 2% administration fee for managing the county insurance program, Fund# 7671 TO GENERAL #1001 – Fairfield County Auditor [Auditor- Payroll] |
| 2015-12.15.c | A resolution approving an account to account transfer Auditor's Office - REA [Auditor- Finance]  |
| 2015-12.15.d | A resolution authorizing a fund to fund transfer for the General Fund 2% administration fee for managing the county insurance program, Fund# 7671 TO GENERAL #1001 – Fairfield County Auditor [Auditor- Payroll] |

Roll call vote of the motion resulted as follows:

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



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**Approval of the Board of Elections Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Board of Elections resolution approving an account to account transfer in a major object expense category – Fund# 1001, General Fund; see resolution 2015-12.15.e.

Roll call vote of the motion resulted as follows:

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

**Approval of the Clerk of Courts - Legal Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Clerk of Courts – Legal resolution to approve a Memorandum of Agreement for Deposit of Public Funds between Fairfield National Bank and the Fairfield County Clerk of Courts Office; see resolution 2015-12.15.f.

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners' Office Resolutions**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Commissioner's Office resolutions:

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|--------------|--|
| 2015-12.15.g | A resolution approving the grant award for the Older Adult Services Levy. [Commissioners]  |
| 2015-12.15.h | A resolution for approval and a signature needed by Fairfield County Commissioner Steve Davis, on the CFLP Solid Waste District Recycling Services Contract fourth quarter 2015 budget revision request. [Commissioners] |
| 2015-12.15.i | A resolution authorizing the reduction appropriations in major expenditure object category of contractual services for Fund # 2730, subfund# 8082 FY2014 CDBG - Fairfield County Commissioners [Commissioners]           |
| 2015-12.15.j | A resolution authorizing the approval to extend a repayment dates for the advance of funds– Fund # 3011 FAA FY2014, Subfund# 8067 – Fairfield County Commissioners [Commissioners]                                       |
| 2015-12.15.k | A resolution regarding WIOA AREA 20 WIB Member Approval. [Commissioners]   |

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- 2015-12.15.l      A resolution to sign host site agreement for 2016, 2017, and 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. [Commissioners]
- 2015-12.15.m      A resolution authorizing the reduction appropriations in major expenditure object category of capital outlay for Fund# 3011, Subfunds# 8067, 8054, & 8107 – FAA grants – Fairfield County Commissioners [Commissioners]
- 2015-12.15.n      A resolution to approve an agreement for services by and between the Fairfield County Treasurer, the Board of Fairfield County Commissioners and the Fairfield County Land Reutilization Corporation in 2015, as per the attached Agreement for Services. [Commissioners]
- 2015-12.15.o      A resolution entering into a contract between the County and the Lancaster/Fairfield County Community Action Agency for Recycling Services for 2016. [Commissioners]
- 2015-12.15.p      A resolution authorizing the approval of a request for payment and status of funds report – FY2014 CDBG Funds – Drawdown for \$90,167 [Commissioners]
- 2015-12.15.q      A resolution authorizing the approval of an advance from the General Fund to the FY2014 CDBG Allocation Fund # 2788, Subfund# 8081 – Fairfield County Commissioners [Commissioners]
- 2015-12.15.r      A resolution establishing a Healthier Buckeye Council with the membership of the Fairfield County Family, Adult, and Children First Council [Commissioners]
- 2015-12.15.s      A resolution to approve the Further of Justice appropriation for the County Sheriff, fund to fund transfer [Commissioners]
- 2015-12.15.t      A resolution to approve the Further of Justice appropriation for the County Prosecutor, fund to fund transfer [Commissioners]

Roll call vote of the motion resulted as follows:

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

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**Approval of the Court of Common Pleas Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Court of Common Pleas resolution approving an account to account transfer for salary expenditures; see resolution 2015-12.15.u.

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

**Approval of the Engineer's Office Resolutions**

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

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|---------------|---|
| 2015-12.15.v  | A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 2015 Sign Upgrade Project [Engineer]  |
| 2015-12.15.w  | 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 2015 [Engineer]   |
| 2015-12.15.x  | A resolution to approve a Road Use, Repair, and Maintenance Agreement between Fairfield County, Walnut Township, and the Ohio Department of Natural Resources. [Engineer]   |
| 2015-12.15.y  | A resolution to request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 2050 for drainage maintenance work completed in various subdivisions during 2015 [Engineer]  |
| 2015-12.15.z  | A Resolution to Approve the Construction Drawings for the FAI-CR22-1.997 Milnor Road Culvert Replacement Project. [Engineer]  |
| 2015-12.15.aa | A Resolution to approve to rescind Resolution # 2015-05.12.g approval of a resolution of amended certificate, update receipt, increase appropriations, appropriate from unappropriated, account to account and fund to fund transfer for HOC-26 bridge replacement [Engineer] |

Discussion: Mr. Upp stated that resolution "X" was to approve a Road Maintenance Agreement at Buckeye Lake between the county, township, and ODNR. He thanked Mr. Dolin and ODNR for making this happen so quickly. Mr. Davis also thanked Mr. Dolin for his work.

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Roll call vote of the motion resulted as follows:

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

**Approval of Family, Adult, and Children First Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Family, Adult, and Children First Counsel resolution authorizing the reduction in major expenditure object category appropriations for Family Adult & Children First Fund # 7521; see resolution 2015-12.15.bb

Roll call vote of the motion resulted as follows:

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

**Approval of JFS Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the JFS resolution to request for appropriations for Fairfield County Job & Family Services Public Assistance Fund 2018; see resolution 2015-12.15.cc.

Roll call vote of the motion resulted as follows:

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

**Approval of the Regional Planning Commission Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Regional Planning Commission resolution to approve the Heather Lake Section 1 Replat of Lot 1; see resolution 2015-12.15.dd

Roll call vote of the motion resulted as follows:

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

**Approval of the Sheriff's Office Resolutions**

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

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|---------------|--|
| 2015-12.15.ee | A resolution authorizing the approval for an Amendment to the Operating Agreement between the Sheriff's Office and Aramark Correctional Services, LLC [Sheriff]                              |
| 2015-12.15.ff | A resolution authorizing the approval of the purchase of a new radio console system and a service agreement by and between Fairfield County Sheriff's Office and AMK Services, LLC [Sheriff] |

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2015-12.15.gg      A resolution authorizing an account to account transfer Fund 2813-8085 Resource Center [Sheriff]

Discussion: Chief Perrigo stated the current radio was purchased in 1995 and was upgraded in 2002. The new unit is much needed. The Aramark contract is a two year extension with no price increase.

Mr. Davis asked what the jail population was. Chief Perrigo replied it was 226.

Roll call vote of the motion resulted as follows:

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

**Approval of the Treasurer's Office Resolutions**

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

2015-12.15.hh      A resolution approving an account to account transfer into a Major Expense category for Treasurer [Treasurer] 2015-12.15.ii A resolution approving an account to account transfer into a Major Expense category for Treasurer [Treasurer]

2015-12.15.jj      A resolution to approve a Memorandum of Agreement for Deposit of Public Funds between Fairfield National Bank and the Fairfield County Treasurer [Treasurer]

Discussion: Mr. Bahnsen stated that the agreement with Fairfield National was a master agreement for banking and cash management which would make it easier for other departments to use FNB's services under this agreement.

Roll call vote of the motion resulted as follows:

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

**Approval of the Utilities Resolutions**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Utilities resolutions:

2015-12.15.kk      A resolution amending the contract with Southwest Licking Community Water and Sewer District for water service - Utilities. [Utilities]

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2015-12.15.II      A resolution authorizing time and material work authorization no. 151209 to agreement for engineering services for the Allen Road waterline project [Utilities]

Discussion: Mr. Vogel stated that the first resolution was to have another interconnect at Haaf Farms and the second resolution was to add additional lines to the Allen Road agreement per the suggestion of EPA at their most recent meeting

Roll call vote of the motion resulted as follows:

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

**Approval of the Commissioners Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the Commissioners' Office resolution authorizing the approval of a proclamation; see resolution 2015-12.15.mm

Discussion: Mr. Davis stated this proclamation was to be a surprise to Mr. Laramée in recognition of his many years of public service. Mr. Zody thanked the Commissioners and added that information about a retirement reception would be sent soon.

Roll call vote of the motion resulted as follows:

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

Ms. Elsea stated the 2016 Reorganizational Meeting was scheduled for Monday, January 11, 2015 at 10:00 a.m.

At 10:19 a.m. Commissioner Davis stated the Commission would take a brief recess followed by the continuation of review.

**Review Continued**

The Commissioners met at 10:29 a.m. to review legal issues and pending or future action items and correspondence. Commissioners present were: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Todd McCullough, Branden Meyer, Aunie Cordle, Jon Kochis, Ray Stemen, Spencer Remoquillo, Scott Zody, Jon Slater, Jason Dolin, Joshua Horacek, Michael Kaper, Jim Bahnsen, David Miller, Jeremiah Upp, and Chad Reed.

**Road Maintenance Agreement**

Ms. Brown stated that she had had a follow-up conversation with Mr. Upp regarding the road maintenance agreement and that he had an additional piece of information to add.

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Mr. Upp wanted to thank Walnut Township for their work in the road maintenance agreement as they were a great help. The township and engineer have a great working relationship.

Mr. Levacy added that in that area of the county the roads have been a major discussion and that he has been able to tell everyone that the township and engineer were on top of it.

Mr. Upp added that ODNR had really stepped up as well.

**2015 Statistics**

Ms. Brown reviewed the statistics for the 2015 accomplishments including 40 public records requests received and 24 responded to on the same day. Additionally, there were 1,087 resolutions as of last week and 151 administrative approvals for the year.

Mr. Miller added that the change in legal level of control saved 200 resolutions from having to go to the commissioners for approval.

Mr. Davis thanked Mr. Miller and Ms. Brown for their help in streamlining processes.

**FNB Memorandum of Understanding**

Mr. Bahnsen thanked Mr. Horacek for his help in working on the FNB Memorandum of Understanding. Banks have very strict agreements, and Mr. Horacek was able to coordinate some changes necessary for the county.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:35 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Monday, January 11, 2016, at 10:00 a.m.

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Motion by:

Seconded by:

that the December 15, 2015, minutes were approved by the following vote:





YEAS:

NAYS: None

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ABSTENTIONS: None

\*Approved on January 12, 2016

 _____ Steven A. Davis Commissioner	 _____ Dave Levacy Commissioner	 _____ Mike Kiger Commissioner
 _____ Rachel A. Elsea, Clerk		