

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

Review

The Commissioners met at 9:01 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, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Jon Kochis.

Attending virtually were Jim Bahnsen, Joshua Horacek, Lisa McKenzie, Tony Vogel, Larry Hanna, Stacy Hicks, Jon Slater, Jeff Porter, Chris Wagner, Tony Howard, Rick Szabrak, Aunie Cordle, Jason Dolin, Jeff Barron, and Dennis Keller.

- Welcome

Commissioner Davis welcomed everyone to the meeting.

- COVID-19 Update

Larry Hanna, Stephanie Fyfe, and Jon Kochis provided an update on the COVID-19 response, including an update on the vaccine. Many hospitals and health departments will be receiving the vaccine around Christmas. The Health Department is planning now for vaccine clinics. The county has sent out requests for volunteers.

Mr. Kochis reported that vaccines are in the community and at Fairfield Medical Center. The numbers of cases in Ohio are trending down. EMA just finished a distribution of PPE to health care partners to get through the holiday. Mr. Kochis also reviewed the Chamber's mask availability for the business community. Mr. Kochis is taking care of the coordination of CARES Act purchases for FMC, following up on invoices and purchases on order. The process is going well. Everything that has been purchased for the hospital has directly helped COVID patients.

Mr. Davis asked to know of any hitches in the hospital subgrants in real time.

Mr. Levacy noted that there will be other uses for the equipment down the road.

Mr. Hanna provided an update. They are expected to receive a limited number of vaccines (around 300) this week. They are working through the tiered system. Healthcare workers will be first to receive the vaccination, and the doses will not go far into that group. They hope to get up to 1,500 doses next week. It does seem like COVID cases are plateauing at this point. The hope is that there is not a spike after Christmas and New Year's Day.

Mr. Davis asked if the doses received include the second dose.

Mr. Hanna replied they expect to receive the second dose when those are available.

Ms. Fyffe reported there are a lot of things still up in the air and they are working through these.

Mr. Hanna added they received the ancillary supplies and are awaiting the vaccines.

Mr. Davis reiterated the standing offer from the Commissioners to be helpful in any way the health department sees appropriate.

Mr. Levacy asked about the category of 75 years old and above: Where do they fall in the tiered system?

Mr. Hann replied they should fall in the 1C tier.

Mr. Davis stated there was news out there about elected officials wanting to line up to show the vaccine is safe. The Commissioners are not doing any PR surrounding this and

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

will get their vaccines when their appropriate tier is up. He is not afraid of getting the vaccine, and he believes it is the right thing to do.

The communications strategic plan is progressing as expected. The Health Department joined the effort with billboards placed this past week. Postcards have already been delivered, and we plan to send more. The social media campaign continues as planned.

The county communications toolkit for safeguarding against COVID-19 is found here: <https://www.co.fairfield.oh.us/COMMISH/pdf/FC-COVID-19-Communications-Toolkit-FINAL.pdf>

- **CARES Act Funds**

Dr. Brown reported on the resolutions for accounting of the CARES Act Relief fund on the voting agenda. We have reported to OBM. We will be able to use all the CARES Act Funds provided to us.

We are aware that the deadline is being extended, but we have been able to work within the original December 30th deadline.

We have more eligible expenditures available if there are supply chain problems with goods on order. We should receive ordered goods by December 30, 2020.

Here is a chart of the total expenditures and encumbrances to date relating to the CARES Act Relief Fund, along with a description of each category of expenditure.

OBM Category	Expended as of 12 30 2020	Encumbered	Total Expected for Funding Period
L Public Safety/Public Health Payroll Support	5,981,944.73	0.00	5,981,944.73
N Public Health	616,751.79	521,457.51	1,138,209.30
I Telework Improvements	451,744.78	0.00	451,744.78
C COVID testing	2,739.00	448,761.52	451,500.52
R Not Listed, Administrative Leave	213,119.37	0.00	213,119.37
G Food Program	29,913.82	22,250.50	52,164.32
D Economic Support	0.00	36,850.00	36,850.00
M PPE	27,637.51	0.00	27,637.51
			8,353,170.53

CARES Act Relief Funds

All expenditures were evaluated as eligible expenditures for the CARES Act resources. All were necessary due to the pandemic, unbudgeted, and made for goods or services received (or to be received prior to December 30, 2020). Legal opinions were sought as needed. Guidance from the US Treasury and state was followed. Here is a description of all expenses and encumbrances thus far.

Public Safety/Public Health Payroll Support

A legal opinion from the County Prosecutor and documentation from the County Sheriff demonstrate the eligible expenditures relating to public safety payroll support. Guidance from the US Treasury, the Auditor of State, and the State Office of Budget and Management informed the approach taken by the county. \$5,556,108.36 was charged to the CRF for payroll expenses for the Sheriff's Office. \$142,222.01 was charged for the Emergency Operations Center. \$216,214.09 was charged for the Multi-County Juvenile Detention Center. \$67,400.27 was charged for the Board of Health. In each of these categories, there are additional eligible expenditures available.

Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020

Public Health

Public health expenditures (and encumbrances) include disinfection and sanitation services as safeguarding measures for the public and employees. The category also includes expenditures for equipment (including vehicles) and supplies purchased for safeguarding measures and for the conduct of testing and vaccination clinics. Most expenditures for Fairfield Medical Center are in this category (or within the category of COVID Testing). A total of \$893,544.08 was provided to Fairfield Medical Center.

Telework Improvements

Expenditures were for laptops, printers, and scanners for public employees who were teleworking as part of a safeguarding measure. Some new cell phone expenditures were also included for DD employee who were teleworking. Teleworking allowed for public services to continue while safeguarding measures were in place.

COVID Testing

COVID Testing expenditures (and encumbrances) were for non-profit hospital expenditures for equipment to improve efficiency of testing, as well as for antibody testing of public safety and court employees.

Administrative Leave

From March 22- May 29, certain employees of the Clerk of Courts and County Engineer were not able to telework during the state's stay healthy at home order, and salaries for unbudgeted administrative leave as approved by the appointing authority were charged to the CARES Act funds. For Clerk of Courts employees, \$4,656.27 was reimbursed to the general fund, and \$69,124.66 was reimbursed to the Clerk of Courts Certificate of Title Fund. \$139,338.44 was reimbursed to the Motor Vehicle Fund for County Engineer employees.

Food Program

CARES Act funds supported Meals on Wheels in providing shelf stable food to meet community needs and a labeler to support safeguarding. We are pursuing CARES Act related resources (of CDBG) for Meals on Wheels, as well, for different food program expenses.

Economic Support

Resources were used for legal services for those facing eviction or in need of assistance to answer questions about unemployment claims. A clinic was held for members of the local Bar Association. During the funding period, a separate grant was received to provide small business assistance, which will be supplemented by existing general fund grants. In addition, the county made effective referrals to state and federal programs for economic support.

Personal Protective Equipment

PPE includes the purchases of masks, shields, barriers, gloves, or similar items. Stafford Act resources were used for this category of expenditures (and for certain public health expenditures as an emergency response), as well, and care was taken to coordinate the funds appropriately.

For the CARES Act financial activity, our **next steps** are to monitor the expenditures associated with the encumbrances and to obtain the verified inventory reports. We will have additional reports to make to OBM.

Mr. Davis stated that Licking County will following Fairfield County into the "second round" of public safety payroll support. He added that he cannot imagine going through this process without Dr. Brown.

Mr. Davis stated he has briefly reviewed the new legislation passed by Congress. The Commission will have to let that play out to see what the impact is to the local community.

Dr. Brown indicated we would adjust as necessary.

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

- Administration and Budget Update/Carri's List

Administrative Approvals and Update

The review packet will contain a list of administrative approvals beginning with December 5.

Administrative approvals for contracts and bills will continue as usual in the coming days.

Budget Update

Dr. Brown reported the 2021 budget is posted on the county website along with multiple budget and financial data.

Sales tax revenues for the receipt of January will be about \$1.9 M, or 8.6% above the previous January receipt. Non-auto sales tax was up 9% (the state was up 3%), and auto sales tax was up 7% (the state was up 3%). For 2021, we estimated a 3% increase with the planning tool.

Mr. Davis stated the county needs to expect to not see as aggressive of an uptick in the pent-up demand as the next coming months come in.

Mr. Fix appreciates the strong financial position the county is in, but he does not want to get too far ahead on the 2021 forecast.

Mr. Davis clarified he thinks the county's rebound percentage will come in a bit lower than the state's rebound percentage.

Dr. Brown stated that for CDBG and community project grants, the state is transitioning away from the allocation model and focusing more on the competitive grants. The state will also use an "open-cycle" whereby communities can apply in any year and not have the county as the sole applicant. We will adjust, as necessary.

Program Update

Economic Development Support

We are calling area businesses to let them know they are eligible for a \$2,500 grant through the state of Ohio through the CARES Act to assist bars, restaurants, and other businesses with on-premise liquor permits. The state's records show some businesses that have yet to claim this grant. The application for the grant can be located at businesshelp.ohio.gov under the Bar and Restaurant Assistance Fund. Businesses must apply for the grant prior to December 30.

Airport Board Vacancy

We have issued a press release for those interested in serving on the Airport Board. The Airport Board vacancy is a result of Mr. Pat Ferguson's resignation, and we sent a note of thanks to Mr. Ferguson for his service. We will plan on interviews in January.

- Legal Update

Mr. Horacek did not have a legal update.

Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020

- Commissioner Communications

Mr. Davis stated he had a good conversation with Commissioner Bubb regarding Mr. Davis serving on the Finance Committee for CCAO. He told Commissioner Bubb he would do so.

- Administration and Budget Update/Carri's List (continued)

Resolutions/Review

Dr. Brown reported on 25 resolutions for the voting meeting.

Of these, there were nine CARES Act financial resolutions, including an affirmation of the administrative approvals and approval of the report or sources and uses to date.

There was a resolution to credit interest for various agencies.

There was a fund-to-fund transfer of appropriations for Utilities funds, as well as an advance for the Sheriff's CFLP fund.

We had a resolution to re-appoint Bob Competti to the DD Board. After some thoughtful consideration, he decided to continue his service. We appreciate Mr. Competti's service.

We had a resolution to formalize the agreement with MAGNA for using the Workforce Center.

We had 10 resolutions from the County Engineer to declare the following projects necessities:

- BER-26 Horns Mill Road Bridge Replacement Project
- Savage Hill Road Improvement Project
- Coonpath Road Culvert 7.600 Replacement Project
- Coonpath Road Culvert 5.457 Replacement Project
- AMA-33 Bridge Replacement Project
- GRE 03 Bridge Replacement Project
- Refugee Road at Milnor, Harmon, Education and Pickerington Road.

In queue, there were several resolutions for financial activity and contracts.

BRAVO!

Thank you to Jon Kochis and the EMA Team for delivering masks to the Lancaster-Fairfield County Chamber and the Pickerington Chamber to help businesses!

Bravo to the Finance Department of the County Auditor's Office for managing multiple year-end requests to process technical aspects for accounting. Everyone worked together to provide information as soon as possible to keep the year end calendar of activities on track. Thank you to Staci Knisley and the administrative team for their help.

Way to go, Magistrate Boone and Val Carpico, for helping a man remove multiple barriers with reentry.

Thank you to Nikki Drake and her team for their great work with the Soil and Water Conservation District. We received a very nice letter of thanks from a resident about their services.

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

Thank you to Jon Kochis for his leadership in helping us mimic technology at the Emergency Operations Center in the Commissioners Hearing Room. The hearing room is much improved for the conduct of virtual meetings.

- FYI

- a. Jail Population – 206

Mr. Davis asked that conversations should continue with Sheriff-elect Lape regarding the potential leasing of beds that the County is not using, noting that the conversations may or may not result in a contract to rent beds.

Dr. Brown stated that they planned on reviewing that after the pandemic subsided, and Mr. Davis agreed with that timing.

- b. Public records requests can be made to Rachel.Elsea@fairfieldcountyohio.gov or Carri.Brown@fairfieldcountyohio.gov

Please be mindful that spam and spear phishing are possible with public records requests.

- c. Merry Christmas!

- Open Items (none)

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, December 22, 2020, beginning at 9:30 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Jon Kochis.

Joining via teleconference were Jim Bahnsen, Chris Wagner, Aunie Cordle, Dennis Keller, Jason Dolin, Jeff Barron, Jeff Porter, Jon Slater, Joshua Horacek, Lisa McKenzie, Rick Szabrak, Stacy Hicks, Tony Howard, and Tony Vogel.

Pledge of Allegiance

Commissioner Davis led everyone in the pledge of allegiance.

Announcements

Commissioner Davis asked if there were any announcements. We announced the availability of pictures with winter scenes in Fairfield County and shared them throughout the meeting. Thanks to Susan Dixon for sharing the pictures. "

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 8, 2020

On the motion of Steve Davis and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, December 8, 2020 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis, Dave Levacy, and Jeff Fix

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

Approval of the Commissioners' Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

- | | |
|--------------|--|
| 2020-12.22.a | A resolution to approve the reappointment of Mr. Bob Competti to the Fairfield County Board of Developmental Disabilities [Commissioners] |
| 2020-12.22.b | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.c | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.d | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.e | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.f | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.g | A resolution approving appropriations from unappropriated funds into a major object expense for CARES Act Relief Fund# 2868 – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.h | A resolution approving CARES Act Relief Fund uses and reporting for the period of March 1, 2020, through December 30, 2020 [Commissioners] |
| 2020-12.22.i | A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, Fairfield County Port Authority, & Coronavirus Relief Distribution – Fund #7012, #7321, #7308, & #7865– Fairfield County Commissioners [Commissioners] |
| 2020-12.22.j | A resolution approving account to account transfers in major object expense categories relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners] |
| 2020-12.22.k | A resolution to document approval and affirmation of administrative approvals relating to the County Coronavirus Relief Fund, CRF, #2868. [Commissioners] |

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

Approval of the Economic Development Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Economic Development resolution approving a Space Use Agreement between Fairfield County Commissioners and Magna Seating of America, Inc for use of Workforce Center; see resolution 2020-12.22.l.

Discussion: Mr. Szabrak expressed his excitement for the MAGNA trainings to begin early next year. He hopes this will be a model for other trainings as well. Mr. Davis commented that he received a nice note from MAGNA indicating their excitement for the future.

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

Approval of the Engineer's Office Resolutions

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

2020-12.22.m	A Resolution to Declare the Coonpath Road Culvert 5.457 Replacement Project a Necessity. [Engineer]
2020-12.22.n	A Resolution to Declare the GRE-03 Carroll-Eastern Road Bridge Replacement Project a Necessity. [Engineer]
2020-12.22.o	A Resolution to Declare the BER-26 Horns Mill Road Bridge Replacement Project a Necessity. [Engineer]
2020-12.22.p	A Resolution to Declare the Refugee Road at Pickerington Road Improvement Project a Necessity. [Engineer]
2020-12.22.q	A Resolution to Declare the AMA-33 Cedar Hill Road Bridge Replacement Project a Necessity. [Engineer]
2020-12.22.r	A Resolution to Declare the Refugee Road at Milnor Road Improvement Project a Necessity. [Engineer]
2020-12.22.s	A Resolution to Declare the Refugee Road at Harmon Road Improvement Project a Necessity. [Engineer]
2020-12.22.t	A Resolution to Declare the Refugee Road at Education Drive Improvement Project a Necessity. [Engineer]
2020-12.22.u	A Resolution to Authorize the Use of Force Account by the Fairfield County Engineer. [Engineer]
2020-12.22.v	A Resolution to Declare the Savage Hill Road Improvement Project a Necessity. [Engineer]
2020-12.22.w	A Resolution to Declare the Coonpath Road Culvert 7.600 Replacement Project a Necessity. [Engineer]

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

Approval of the Sheriff's Office Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Sheriff's Office resolution authorizing the approval of an advance from the General

**Regular Meeting #60 - 2020
Fairfield County Commissioners' Office
December 22, 2020**

Fund to Sheriff's Office CFLP Solid Waste District Grant Fund 2394; see resolution 2020-12.22.x.

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

Approval of the Utilities Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Utilities resolution authorizing fund to fund transfer from the Greenfield Water Fund #5841 to #5846 Debt Service Payment for 2020; see resolution 2020-12.22.y.

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

Open Items

The Commissioners wished everyone a happy and healthy holiday season.

Adjournment

With no further business, on the motion of Dave Levacy and a second of Jeff Fix, the Board of Commissioners voted to adjourn at 9:43 a.m.

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

The next Regular Meeting is scheduled for Tuesday, January 12, 2021 at 9:00 a.m.

Motion by: _____ Seconded by: _____
that the December 22, 2020 minutes were approved by the following vote:

YEAS: NAYS: None

ABSTENTIONS: None

*Approved on ~~January 12, 2021~~ ^{December}

Steven A. Davis
Commissioner

Dave Levacy
Commissioner

Jeff Fix
Commissioner

Ral El
Rachel A Elsea, Clerk

30/5/00

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