Regular Meeting #28- 2013
Fairfield County Commissioners’ Office
June 11, 2013

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, Mike Kiger and Dave Levacy. Also present were Carri Brown, Bob Clark, David Miller, Ritta Seitz, Julie Noyes, Jeff Barron, Dennis Keller, Jason Dolin, Tony Vogel, Ursula LeVeck, Aunie Cordle, Staci Knisley, Michelle Hale, and Kent Miller.

Meeting with Miller-Lewis Benefit Consultants

Mr. Davis called the meeting to order and said the first item on the review agenda is a meeting with Kent Miller with Miller-Lewis Benefit Consultants. Mr. Davis welcomed Kent Miller and Michelle Hale to the meeting.

Aunie Cordle reported that she and her staff had reviewed the options presented by Kent Miller for the Administration of a Section 125 flexible spending plan. Ms. Cordle also reported that she had the opportunity to present the options to Commissioners Kiger and Levacy previously who suggested a follow up meeting for additional review.

Mr. Davis reported that he had the opportunity to review the proposal for administrative services and he wondered how the Miller-Lewis agency could be making any money on the process at all, given the proposal was so advantageous in comparison of costs.

Kent Miller responded by saying that he saw the provision of services to be an opportunity to open the door to build a relationship with the county. Mr. Miller reported that his agency administered Section 125 plans for other public entities and has always provided prompt and accurate services. Mr. Miller said that the county would have full access to the system, and while service issues can be problematic with other providers, he is confident in the prompt service that can be provided with his company. He would like to coordinate all aspects of the Section 125 plan. He referred to the attached proposal and accompanying list of “pros and cons” for the option.

Mr. Miller reported that Section 125 is part of tax law which allows employees to withhold a portion of their salary on a pre-tax basis to cover the cost of qualifying insurance premiums, medical expenses, and dependent care expenses. Because Section 125 plan benefits are free from federal and state income tax, an employee’s taxable income is reduced. With the Section 125 plan, there is what is commonly known as a “use it or lose it” provision.

Mr. Kiger asked if this was the same requirement that now exists with the county plan.

Ms. Cordle responded that it was the same requirement.
Mr. Davis asked if an employee were to authorize $100 to be set aside for the Section 125 plan, then the employee would not pay taxes on the $100 but it would then be available to cover medical expenses.

Ms. Cordle responded that was correct and that an employee would be able to increase take home pay by participating.

Mr. Davis asked if all employees of the county were able to participate in the Section 125 option.

Julie Noyes responded that all full time employees with six months of service were able to participate.

Mr. Davis asked if that would mean about 600 employees were able to participate.

Ms. Noyes indicated that about 800 employees could participate.

Mr. Davis asked if the Board were to look favorably on the options presented by Mr. Miller, what action was needed to proceed in welcoming a new vendor?

Ms. Cordle reported she would be in touch with the current vendor and arrange for a new agreement in fall, coinciding with open enrollment.

Mr. Davis asked if this change would require legislation, and Ms. Brown responded that there would need to be a resolution for the new contractual agreement.

Mr. Davis indicated he looked favorably on the proposal from Kent Miller, and he asked if Commissioner Levacy or Commissioner Kiger had any questions or comments to add.

Mr. Kiger asked how a $500 reimbursement, for example, would be processed with the new administration of the Section 125 plan.

Mr. Miller responded that the employee would submit a receipt by mail, email, or fax, and then a direct deposit would be authorized or a check would be drafted.

Mr. Kiger asked if receipts and a prescription were necessary.

Mr. Miller reported that receipts from medical providers and pharmacists typically already designate what is considered an eligible expense. Receipts are required. No copy of the prescription is typically needed.

Ms. Cordle indicated that the purpose of providing receipts is to demonstrate what is considered an out of pocket expense.
Mr., Kiger reported that he is now required to include actual prescriptions, and he wondered about that requirement.

Mr. Miller added that some over the counter medicines are covered as an eligible expense, and it is possible that the copy of the prescription is connected with an over the counter item. Mr. Miller reported that he advises all employees to keep copies of receipts because if there is an audit by the IRS, the audit would be conducted at the individual level.

Ms. Cordle reported that some employees disliked the “use it or lose it” feature of the plan and the feature caused some people to think of the approach as a money-maker for the county; however, once an employee signs up for the plan, the full amount authorized for an annual period is accessible. This represents risk for county, as well as the risk for employees, associated with the “use it or lose it” feature.

Mr. Davis reported that he continued to look favorably on the services offered by Mr. Miller. There was general consensus to authorize Ms. Cordle to proceed with the steps it would take to implement the options presented by Mr. Miller.

**Approval of Authorization for Fairfield County Human Resources to Proceed with the Steps Necessary for Implementing an Agreement with Miller – Lewis Benefit Consultants for the Administration of the Section 125 Plan for the County**

On the motion of Steve Davis and second of Dave Levacy, the Board of Commissioners voted to approve an authorization for Fairfield County Human Resources to proceed with the steps necessary for implementing an agreement with Miller- Lewis Benefit Consultants for the administration of the Section 125 Plan for the county.

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

Mr. Davis thanked Mr. Miller and Ms. Hale for their time, expertise, and proposal.

**Executive Session to Discuss Personnel Matters Relating to Employees of the Veteran Services Commission**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss personnel matters relating to employees of the Veteran Services Commission at 9:17 a.m.

Discussion: Commissioner Davis stated that the following officials be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Staci Knisley, Jason Dolin, and Aunie Cordle.
Roll call on the motion as follows:
Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Mike Kiger and the second of Dave Levacy, the Board voted to exit Executive Session at 9:22 a.m.

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

Review Continued

The Commissioners met at 9:23 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Tony Vogel, Aunie Cordle, David Miller, Jeff Barron, Staci Knisley, Jason Dolin, Bob Clark and Dennis Keller.

Mr. Davis reported that the County had recently received a National Association of Counties Achievement Award for the Collaborative Grant Writing and Knowledge Transfer Initiative and asked Ms. Brown to provide a summary of that project.

Ms. Brown reported that the initiative resulted in the award of the Local Government Innovation Fund grant among others and there was knowledge shared among multiple political subdivisions in connection with the effort. The purpose of the Collaborative Grant Writing and Knowledge Transfer Initiative was to improve the county’s ability to propose grant projects to private and public funders, while obtaining resources to benefit the community. A news release is now on the Commissioners’ page of the county website, and Ms. Elsea will tweet about the award once the Board is able to discuss the award further today.

Mr. Davis asked how the National Association of Counties would be aware of the work accomplished in Fairfield County.

Ms. Brown reported that we provided information to the association so that they could review the project for worthiness of an Achievement Award. In Ohio, six counties earned Achievement Awards this year, with Clark, Clermont, Cuyahoga, Hamilton, and Summit counties joining Fairfield with an honor. The county has been awarded Achievement Awards in the past for child support enforcement and customer service initiatives; however, this is the first year that an Achievement Award in the category of County Administration and Management was awarded.

Mr. Davis reported that the association annual conference was to be held in Texas where the Achievement Awards to all counties throughout the nation would receive the awards formally. Ms. Brown added that we would be able to receive the physical award even though we are not attending the conference in Texas.
Ms. Brown gave an update of meetings scheduled for her for the remainder of this week:

a. Energy Audit Working Group
b. BWC Methodology Working Group
c. Parking Review with Special Improvement District leadership
d. Follow-on with Verizon regarding ideas the vendor is presenting
e. Fatherhood Commission/Summit (in Columbus, Thursday & Friday, respectively)

Ms. Brown also reported on a meeting she and Bob Clark attended with Dave Conley on Monday of this week regarding the potential of financial consultation and related strategic analysis associated with economic development and planned stability for the county. Mr. Conley presented tools that would be helpful in planning. With respect to refinancing, that option is probably not practical for the county at this time; however there may be an opportunity to request a review of bond rating if there is a relatively small bond issue, such as a potential of the bond issue with the projects in connection with the Energy Audit and Energy Conservation. Ms. Brown reported that two actions that may be helpful in terms of the rating would be the permanency of the sales tax revenues and the drafting of a broad policy statement regarding general revenue fund balance.

Mr. Davis reported that in the last rating review, the then temporary nature of a portion of the sales tax did not show in the rating report as a factor, even though there was a warning to the Board that this was a potential factor.

Mr. Levacy commented that providing a presentation to raters in person would likely be more effective than a telephone or video option.

Ms. Brown reported on an excellent example of internal customer service, where administrative staff, including Christina Foster, Theresa Haynes, and Staci Knisley were providing support relating to financial processes for the Emergency Management Agency and had also offered support to the Clerk of Courts. Both offices were experiencing staff shortages, and the example of internal customer service is commendable.

Ms. Brown presented a draft agenda for the conduct of budget hearings, which have been scheduled. Mr. Davis reported that he looked favorably on the draft agenda and reported that Ms. Knisley had prepared a three-five year history and a year to date report in the past for each department, and Ms. Knisley reported that she would continue to prepare these reports.

Mr. Davis asked if there were budget folders maintained for departments in which there were special arrangements or negotiations made, such as with the Regional Planning
Commission, the Engineer, and the Ohio State University Cooperative Extension Agency. Ms. Knisley reported such folders were maintained.

Mr. Davis stated he liked the historical folders for their frames of reference.

Mr. Kiger reported that he believed the effort to produce a budget that was as close to actual expenditures as reasonably possible was a good effort, with reductions in transfers and with the budget serving as a useful planning tool.

**Meeting with Patty Bratton re: Budget Adjustment, a New Grant, and an Update Relating to CFLP**

The Commissioners met with Patty Bratton at 9:35 a.m. to discuss a budget adjustment, a new grant and an update relating to CFLP. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Tony Vogel, Ausie Cordle, David Miller, Jeff Barron, Staci Knisley, Jason Dolin, Bob Clark and Dennis Keller.

Mr. Davis welcomed Patty Bratton to the meeting and indicated he was aware that she was conducting some research to organize potential requests for grants for Baltimore and Amanda.

Ms. Bratton reported that Baltimore's request is coming in just over $17,000 for playground equipment. She is working with Scott Brown in obtaining three quotes, as required by policy.

Mr. Kiger asked what the request from Baltimore would include.

Ms. Bratton replied that the request is for playground equipment made from recycled materials for a park although where the structure would be placed exactly had not been reported to her.

Mr. Keller reported that he did not believe the structure would be placed in Johnson Park because there was a structure at that park now. There are four parks in Baltimore.

Ms. Bratton added that she was going to be in touch with Amanda because they had reported a need for additional bracing.

Mr. Davis asked if procedurally it was appropriate for Ms. Bratton to follow up on fact finding efforts and resulting grant applications. Ms. Bratton reported that she had accomplished this type of work for the Board in the past and was available to continue with these efforts. She added that CFLP as a district would be required to allocate money to the county first prior to the voting on any application, which could be done at the July meeting but the order of events would be for an amount to be allocated to Fairfield first. Just over $61,000 is available for the county.
Ms. Bratton added that in 2015, optional activities, such as the purchase of equipment and the employment of law enforcement, would go away.

Mr. Davis asked why the optional activities were going away.

Ms. Bratton reported that the fifteen year plan provided for the phasing out of optional activities, with activities of education and recycling remaining.

Mr. Kiger asked what activities were considered mandatory by the district.

Ms. Bratton reported that education and recycling were mandatory activities but that could possibly change with a plan change by the district.

Ms. Bratton reported she would follow up with the Commissioners’ Office within a couple of weeks to report on how the research and application preparation were coming along relating to the Baltimore and Amanda requests.

Mr. Levacy asked if the villages would be required to return the assets purchased if they retired the assets, and Ms. Bratton reported that the traditional contract regarding asset management included a provision relating to this aspect.

Ms. Bratton reported that on the Board’s agenda today are two resolutions: one to sign an agreement relating to a new grant and one to approve a budget adjustment. She was very pleased with the new grant awarded to replace a conveyor belt. The match for the grant is $9,000 and the award is $18,000.

Ms. Bratton explained that there was a need for a budget revision based on multiple items obtained for recycling, including pond liners dropped off in front of the Recycling Center. Couches and chairs were deposited at the Pickerington Ohio University Center.

Mr. Kiger asked if there was still trouble with overflow. Ms. Bratton reported that this was no longer the experience.

Mr. Levacy asked how many million pounds of recycling occurred within the county.

Ms. Bratton reported that seven million pounds were processed for recycling. She added that she is working with Martin Barker to prepare commercials for the effort.

Ms. Bratton asked if she needed to attend the regular meeting regarding the resolutions proposed, and Mr. Davis replied that he attendance in review was appreciated and sufficient. Ms. Bratton reported she was heading back to the site for Earth Camp, which is being held this week.

Mr. Davis thanked Ms. Bratton for her work.
Review Continued

The Commissioners met at 9:45 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Tony Vogel, Aunie Cordle, David Miller, Jeff Barron, Staci Knisley, Jason Dolin, Bob Clark and Dennis Keller.

Old Business

Mr. Davis reported that he had enjoyed meeting with Mr. Fagan and Mr. Kochis last week and believed that both were excellent candidates to serve on the Airport Board. Mr. Davis recognized that it was important to reward interest from the public in serving, while looking favorably on both candidates. Mr. Kiger reported that he looked favorably on Mr. Fagan serving in the immediate opening. Mr. Levacy reported that there would be additional openings at year end. Mr. Davis asked the Commissioners if they looked favorably on the preparation of a resolution to be presented at the next meeting for the Commission to vote upon Mr. Fagan serving in the Airport position that was now open, and each of the Commissioners indicated favor of this action. Mr. Davis reiterated his appreciation for Mr. Kochis and encouraged Mr. Kochis to have continued interest.

With respect to the Meals on Wheels resolution of ballot language, Ms. Brown reported that a draft of the resolution was prepared as instructed at the last meeting, although the sense of urgency previously reported was not as much of a concern and that the August deadline remained a good target. The draft resolution was prepared, and there was a correction made for a typographical error in the original presentation. She reported that the language was provided to Mr. Dolin so that he could double check the ORC sections. In addition, the working group had met to review existing contract language and identified a few areas to shore up for policy clarification and contract monitoring. Ms. Brown stated the group would like to meet with Meals on Wheels leadership, perhaps on July 3 or July 10, in order to go over these items, with a look to the future in continuing the good work that is now being accomplished. She reported that she would send email communication to Ms. Seitz.

New Business

Ms. Brown reported that the Board had received information from the library regarding the approval of ballot language for their levy. The library is a governmental entity (which differs from Meals on Wheels) and there is no associated contractual arrangement with the Board of Commissioners, yet the Board of Commissioners approves the ballot language. Ms. Brown reported that the draft resolution that has been prepared and will be sent to Mr. Dolin to review. Mr. Dolin indicated that he believed Ms. Steiner sent the language to him but he would appreciate a copy of the draft resolution for review.
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Correspondence and Documents Received

Mr. Davis reported that the county had received correspondence from the Ohio EPA regarding a draft permit relating to the Little Walnut Sycamore Water Reclamation Facility. Mr. Vogel reported that his team is reviewing the language to see if everything is as expected.

Mr. Davis commented that he recalled seeing the Conveyance Fees Revenue Trac previously, and Ms. Brown reported that it had been delivered earlier by Ed Laramie, but it was placed in the review packets this week to be sure everyone had received it and had an opportunity to review it. Mr. Davis commented on the encouraging news about conveyance fees, which were exceeding 2009-2012 revenues, although they did not exceed the level experienced in 2008.

Ms. Brown reported that Department of Rehabilitation and Correction was exercising its option to continue the lease with no changes. Mr. Keller reported this was for a two year period. The letter describing the state’s election of its option will be placed in the contract file for monitoring purpose. Mr. Dolin reported no additional action is required of the Board as it had previously approved the lease agreement which included the option.

Calendar Review

Mr. Levacy reported that he asked for all chamber meetings to be placed on the calendar in case a Commissioner wanted to attend the meetings.

Mr. Davis reported that he hoped to attend the retirement open house for Dale Graham, and Mr. Levacy reported that he would be attending. Mr. Davis reported appreciation for the service Dale Graham has provided.

Mr. Levacy requested an RSVP “yes” on his behalf for the Pickerington Chamber lunch on June 20th.

Mr. Davis noted the Wounded Warrior event on June 15th. Mr. Kiger reported that this event would be taking place in the late morning.

Mr. Davis stated at 9:59 a.m. that the Commission would be in recess until the 10:00 a.m. regular meeting.

Commissioners’ Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, June 11, 2013 beginning at 10:02 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Jason Dolin, Carri Brown, Ritta Seitz, Holly Mattei, Kathleen Young, David Miller, Michael Orlando, Ursula LaVeck, Aunie Cordle, Dennis Keller, and Tony Vogel.
Pledge of Allegiance

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

Announcements

Commissioner Davis asked Ms. Knisley if there were any announcements. Ms. Knisley reported that there were two sets of minutes to approve during this meeting.

Public Comment

Commissioner Davis asked if anyone from the public who would like to speak or offer comments. No public comments were made.

Approval of Minutes for Tuesday, June 4, 2013.

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the Minutes for Tuesday, June 4, 2013.

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

Approval of Minutes for Thursday, June 6, 2013.

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the Minutes for Thursday, June 6, 2013.

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

Approval of Adult Probation Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following resolutions for Adult Probation.

2013-06.11.a A resolution for Approval of FY2014 Community Based Correction Act Program 407 Subsidy Grant Agreement. [Adult Probation]

2013-06.11.b A resolution to appropriate from unappropriated and Account To Account Transfer in a major expenditure object category Adult Probation 2689 Adult Community Based Corrections – Adult Probation [Adult Probation]
Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis

**Approval of Community Action Resolutions**

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions for Community Action.

2013-06.11.c A resolution for entering into contract with the EPA Division of Materials Management for an approved 2013 Materials Recovery Facility grant for Lancaster-Fairfield Community Action Recycling. [Community Action]

2013-06.11.d A resolution to submit a budget revision request for the 2013 CFLP Solid Waste District – Fairfield County Recycling Services Contract administered by the Lancaster-Fairfield Community Action Recycling. [Community Action]

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

**Approval of EMA Resolution**

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the a resolution in the matter of nominations to the Fairfield County Local Emergency Planning Committee (see resolution 2013-06.11.e).

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

**Approval of Resolutions for the County Engineer**

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions for the County Engineer.

2013-06.11.f A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for an independent medical review [Engineer]

2013-06.11.g A Resolution to Approve the Contract Bid Award for the WAL-32 Bridge Repair Project. [Engineer]

2013-06.11.h A Resolution to Approve the Contract Bid Award for the FAI-CR17-
4.06 Pleasantville Road & Election House Road Roadway Improvement Project. [Engineer]

2013-06.11.i A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2362-Road and Bridge Levy for WAL-32 bridge repair project [Engineer]

2013-06.11.j A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle equipment repairs [Engineer]

2013-06.11.k A Resolution to Declare the RIC-04 Thornville Road (CR74) Bridge Replacement Project a Necessity. [Engineer]

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

Approval of Resolutions for Job and Family Services

On the motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the following resolutions for Job and Family Services.

2013-06.11.l A resolution regarding a Purchase of Service Contract between ETAT Enterprises LLC and Job & Family Services [JFS]

2013-06.11.m 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]

Discussion: Michael Orlando reported that the contracts were for process service with each of the contracts with established vendors providing services to the agency.

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

Approval of Resolutions for the Regional Planning Commission

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the following resolutions for the Regional Planning Commission.

2013-06.11.n A Resolution for Authorizing Satisfaction of Mortgage held by the Fairfield County Board of Commissioners [Fairfield County Regional Planning Commission]
2013-06.11.o A resolution to approve a Completion and Settlement Agreement for the Saddlebrook Farms – Section 2/Phase 1 subdivision [Regional Planning]

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

Approval of a Resolution for the County Sheriff to Authorize the Return of a 2009 Dodge Charger to Canal Winchester

On the motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the authorization to return a 2009 Dodge Charger to Canal Winchester; see resolution 2013-06.11.p.

Discussion: Commissioner Davis asked if Jason Dolin recalled a condition of the contract with Canal Winchester that required a return of a vehicle. Mr. Dolin indicated that the condition seemed reasonable but he did not recall it specifically. Ms. Knisley reported that she recalled the term of the contract which required the return of the vehicle.

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

Approval of Resolutions for the Utilities Department

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

2013-06.11.q A Resolution to approve the request for additional appropriations into a major expense category for debt service Fund # 5331 [Utilities]

2013-06.11.r A resolution authorizing the approval of a service agreement by and between Fairfield County Utilities and Frost Brown Todd, LLC [Utilities]

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

Approval of a Resolution for the Payment of Invoices For Departments that Need Board of Commissioners Approval

On the motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the payment of invoices for departments that need Board of Commissioners approval; see resolution 2013-06.11.s.
Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis

Commissioner Davis reported that the next regular meeting of the Board of Commissioners would be held on Tuesday, June 18, 2013.

Commissioner Davis announced at 10:20 a.m. that a ten minute recess would be held followed by a meeting regarding county land reutilization, a meeting with Jon Kochis about the Voice Alert program, an executive session relating to impending litigation, a break for lunch, and a meeting with the Sheriff and IT department.

Review Continued

The Commissioners met at 10:30 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, David Miller, Ursula LaVeck, Staci Knisley, Jeff Barron, Jeff Porter, Holly Mattei, Jason Dolin, Bob Clark, Dennis Keller, Jon Kochis, Aunie Cordle, Donna Fox, Tony Vogel, and Brian Kuhn.

Commissioner Davis reported he had read emails about this meeting in which the concept of a Land Bank would be discussed. Jason Dolin reported that a county land reutilization corporation is commonly known as a Land Bank, which is an innovative way for a county to improve economic development and eliminate vacant, blighted properties and hopefully returning them to productive use. Mr. Dolin had recently attended a conference with others, and the conference materials provided information about Land Banks. The Land Bank would be a non-profit corporation incorporated by the County Treasurer. Two commissioners are required to serve on the Land Bank.

Mr. Dolin went on to indicate that there were a number of development opportunities presented with the creation of a Land Bank which has broad powers and can operate as any kind of corporation can. Properties of the Land Bank would be used for redevelopment. The main purpose is to get rid of blight and encourage economic development.

Mr. Dolin added that not all records of the Land Bank are accessible to the public, such as records relating to companies wanting to come into the area, allowing for confidentiality relating to economic development. Further, there are elements of the Land Bank that allow for partnership with law enforcement. For example, SCRAP and MCU can be partners in determining properties at risk of criminal activities. There has been success with the creation of a Land Bank in other counties, with larger counties such as Cuyahoga forming Land Banks in the past. Recently, following a law change, smaller counties are permitted to form a Land Bank.
Commissioner Levacy asked if the properties included would be within unincorporated areas.

Jeff Porter responded that the options were very flexible in that there could be partnerships formed with municipalities to include the incorporated areas. Mr. Dolin reported that membership of the largest city in the county, Lancaster, would be needed. There are benefits in promoting collaboration. There is room for cooperation among multiple entities, with expedited foreclosure and reutilization of properties.

Mr. Davis asked how property would become included in the Land Bank.

Mr. Dolin reported that the Land Bank would have the ability to acquire vacant, abandoned and foreclosed properties, including properties held by banks and real estate lost to tax foreclosure and donated properties.

Mr. Davis stated that there would be due process procedures in all cases.

Mr. Porter added that under the current tax foreclosure process, properties go to the Sheriff’s Sale for two sales and then to an Auditor Sale. The Land Bank would allow for the government to hold the property for a good buyer or to group properties together for the purposes of development.

Mr. Davis asked if under the current process there was a sale for a price that exceeded the amount owed, would the amount of equity was returned to the property owner or lien holder? Mr. Porter reported that was correct. Mr. Davis asked if under the new process the equity amount would be retained by the Land Bank, and Mr. Porter responded that was correct. The Land Bank would use the amounts gained to further the land reutilization efforts.

Mr. Porter added that the primary funding of the Land Bank comes from the accumulation of penalties and interest on collected delinquent real estate taxes and assessments, as part of the amounts obtained at the sale of properties. The land bank revenue stream could be supplemented by grants and donations. There was some indication at the conference recently attended that there would be grants available for counties who had established a Land Bank.

Mr. Davis asked if the Land Bank would be self-sustaining.

Mr. Porter reported that was the intention. Donna Fox reported that the Land Bank also provides an opportunity to develop proactive relationships with lenders. Mr. Porter added that some lending institutions in certain situations would donate property to the Land Bank. It is possible that efforts associated with Moving Ohio Forward could have benefited from having a Land Bank.
Mr. Dolin reported there was no requirement for the County to provide seed money. The operations could be based within the Treasurer’s Office which implied that there would be in-kind contributions from the Treasurer and other cooperating offices.

Commissioner Levacy asked about the effort to pare down tax foreclosure process and indicated that he saw this as a positive aspect.

Mr. Porter reported that there was work in progress for an expedited Board of Revision process, which will move forward with or without the creation of a Land Bank. With the Land Bank, though, there are additional efficiencies and opportunities presented.

Mr. Davis asked if there was a vision of the Land Bank becoming a department within the general revenue fund, which even if it is a good idea, would be inconsistent with the approach in building a gap between revenues and expenditures.

Mr. Dolin reported that there was no requirement for funding. Grant money, however, may become available to the Land Bank. Mr. Dolin also reported that the Land Bank could be authorized to hire employees. He again mentioned that two commissioners would be required to serve.

Mr. Davis asked if an administrative agent would be required.

Mr. Porter indicated it was permissible to contract with an organization, such as Ms. Fox’s organization, yet there is no requirement to do this. This would be the Board’s decision.

Mr. Kiger asked if the program would be connected with the neighborhood stabilization program of Community Action.

Ms. Fox reported that the neighborhood stabilization program was ceasing, and the Land Bank offered broader options for economic development and removal of blighted properties.

Mr. Davis reported that in the interest of transparency it was important to indicate that there were no properties targeted for acquisition and that the information is coming forward as a result of information presented at a conference.

Mr. Porter indicated that was correct and that he had some historical knowledge of land banks in other entities. The goal is to return properties to productive use through rehabilitation, sale, demolition, economic development, creative uses (such as landscaping green space), and other innovative purposes.

Mr. Dolin provided an example of Phoenix Recycling where the existence of a Land Bank may have been helpful.
Holly Mattei reported that at a recent Fair Housing training, the concept of a Land Bank was discussed as an example of flexibility and collaboration. In one example, property had been used for a bike path connection.

Bob Clark asked if municipalities would be permitted to create their own Land Bank.

Mr. Dolin reported that it was possible, but the flexibility granted to counties, with collaboration of the largest city, is advantageous. Mr. Ported added that the Land Bank could be a viable economic development tool for the entire area.

Mr. Davis asked if the other commissioners looked favorably on the concept and moving forward with additional evaluation and development. Mr. Levacy and Mr., Kiger responded that they looked favorably on the concept for additional evaluation and development. Mr. Dolin indicated that there would be a working group formed to further the development.

Ms. Brown suggested that in the early stages, the group consider how Lad Bank accounting would be managed, perhaps by a segregated account apart from the county’s books.

Mr. Davis thanked everyone for their hard work and innovative ideas being brought before the Board of County Commissioners.

At 11:07 a.m. Mr. Davis reported that following a ten minute recess, there would be a meeting with Jon Kochis held prior to an executive session to discuss impending litigation.

**Meeting with Jon Kochis re: Voice Alert**

The Commissioners met with Jon Kochis at 11:17 a.m. to discuss the Voice Alert program. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Staci Knisley, Jon Kochis, Jason Dolin, Dennis Keller, and Bob Clark.

Jon Kochis reported that he has conducted research on how to keep the project of the Voice Alert program running following the loss of grant money. Many members of the community have reported that they wanted to keep this effort. The plan is to have the general revenue fund cover half of the contract costs with the remaining half covered by multiple entities, of which Lancaster and Pickerington have already reported acceptance in doing so.

Mr. Kochis reported that a reasonable per capita formula and rounding were being used. The City of Columbus and Village of Canal Winchester are not yet involved, but that could be considered for the future.
Mr. Kochis reported that the current vendor provided a quote of about $17,000 annually. With the research of the procurement process, there is another vendor offering services at about $13,000. This works out to per capita costs of about $.04 per person. Mr. Kochis added that the county and FMC use the system, bringing the total number of lines served to more than 52,000 lines.

Mr. Davis asked how many minutes would be available with the annual program. Mr. Kochis replied that 400,000 minutes would be available. This is a “use or lose” number of minutes and it would be sufficient for the expected use.

Mr. Kochis reported that the system was used in the past to report two missing persons. Mr. Kochis reported that the system could be used for tornado warnings in the future.

With the concept of shared costs, Mr. Kochis indicated he was seeking approval to move ahead in contracting for the service and seeking reimbursement from various entities. Mr. Davis reported that he looked favorably on this matter, with a limit of $8,000 as a true expense to the general revenue fund. Mr. Kiger and Mr. Levacy stated this was an acceptable plan. The actual contract would be forthcoming for a vote, and Mr. Kochis reported he would have additional communication with the multiple entities involved.

**Executive Session to discuss Impending Litigation**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss impending litigation at 11:28 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Holly Mattei, Tony Vogel, and Jason Dolin.

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

On the motion of Steve Davis and the second of Dave Levacy, the Board voted to exit Executive Session at 11:49 a.m.

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

Mr. Dolin reported he would contact legal counsel to follow up with an appropriate response to a letter received from the village of Baltimore.

**Review of the Issues Bin**

Commissioner Kiger asked about the status of the vending project.
Ms. Brown reported that there was research to determine if actual contracts existed with respect to the vendor or vendors used for the Government Services Building and other buildings, and there does not appear to be contracts. Further, a meeting is scheduled with David Uhl next week to explore the options that may be available in connection with Developmental Disabilities. The target date for reporting back again is the end of the month of July in order to give time to consider how to alter current relationships and build new relationships with Developmental Disabilities.

Mr. Davis reported that there have been some questions to arise about the concept of pursuing a sales tax levy, and he has reported that he has no plans at this time for that kind of effort. He commented on the ongoing effort to build a gap between revenues and expenses. Mr. Davis asked Ms. Brown to calculate the general amount of debt service needed for each one million dollars of bonded debt, in general.

Continuing with the Issues Bin review, Ms. Brown reported that she approached Ms. Seitz in person today about meeting to review contract elements and will still send email to reach out about this proposed meeting.

Mr. Davis inquired about the 1:00 p.m. meeting, which is at the request of the Sheriff and Information Technology officials. Ms. Brown reported there was a need to fix a fire system. Mr. Keller reported that the system has not been working well and may not be working at all at this point. The problem is that it is old and cannot be repaired. The cost of repair of the system itself is estimated at $17,000 - $18,000. Ms. Knisley reported that the item is likely thought of as a maintenance budget item.

At 11:55 a.m., Mr. Davis reported that the Board would be in recess until 1:00 p.m. and would still be available for any item that arises.

**Meeting with the Sheriff’s Office and Information Technology to Discuss the Fire System and Related Repairs at the Minimum Security Jail**

The Commissioners met with Chief Perrigo, Lt. Churchill, and Andy Gleisner at 1:07 p.m. to discuss the fire system and needed repairs at the Minimum Security Jail. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Staci Knisley, Dennis Keller, Chief Perrigo, Lt. Churchill, and Andy Gleisner.

Lt. Churchill reported that on early Sunday morning a problem with fire alarm occurred. The vendor partner has examined the situation. There does not appear to be any way to fix the system which has corroded. Andy Gleisner reported that with the internal panel being a problem, there is difficulty in being able to replace the parts that are needed. There are two estimates, one from Siemens and one from Mid Ohio Valley. The quotes for fixing the fire system range from $17,000 to $18,000. Mr. Gleisner sent copies of the estimates to Dennis Keller for review. Mr. Keller reported that Mid Ohio, which is the
lower of the two quotes, can begin work right away. However, Seimens is not able to begin work right away.

Lt. Churchill reported that the system failed three times since the problem on Sunday and he has been required to place an officer on fire watch.

Chief Perrigo stated that the problem is exasperated by the fact there are additional door problems. Adding magnetic locks at this time would be effective, as the reason the magnetic locks were not added earlier is because of the lack of ability for new locks to work with the fire system. With a new fire system, the locks can be replaced.

Commissioner Kiger asked about the total estimated costs.

Mr. Gleisner reported total costs would be about $32,000.

Mr. Davis asked if the projects were financially related. In other words, is there a possibility of saving money by conducting the two projects at the same time?

Mr. Gleisner reported that this was possible, at least with savings for trip costs.

Commissioner Levacy asked if it was appropriate to acquire three quotes.

Ms. Brown reported that it was appropriate to obtain three quotes, and one quote could be the result on Internet research in the interest of time. Mr. Gleisner reported he would obtain an additional quote.

Ms. Knisley suggested that the project be accounted for in the maintenance budget of the Board.

Approval of a Resolution to Authorize an Account to Account Transfer of Appropriations for the Commissioners’ Office

On the motion of Steve Davis and second of Dave Levacy, the Board voted on a resolution to authorize the approval of an account to account transfer of appropriations of $40,000 from unanticipated emergencies to the category of capital outlay; see resolution 2013-06.11.t.

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

Commissioner Davis asked if there were any factors to report regarding the positive swing in the jail population at this time. Lt. Churchill reported that there was no specific factor and that there was an expectation for the numbers to increase in the near future, based on history.
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Commissioner Davis reported that the Board continues to monitor casino revenues closely with the desire to build a gap between revenues and expenditures to plan for future capital projects.

At 1:35 p.m., Mr. Davis asked if there were additional items to come before the Board. He reported that he had signed the minutes from Thursday, June 6, to reflect his abstention of those minutes.

Adjournment

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn 1:36 p.m.

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, June 18, 2013 at 10:00 a.m., with review session at 9:00 a.m. on the same day.

Motion by: Seconded by:
that the June 4, 2013, minutes were approved by the following vote:

YEAS: Mike Kiger, Dave Levacy, and Steve Davis  NAYS: None

ABSTENTIONS: None

*Approved on June 11, 2013

Motion by: Seconded by:
that the June 6, 2013, minutes were approved by the following vote:

YEAS: Mike Kiger and Dave Levacy  NAYS: None

ABSTENTIONS: Steve Davis

*Approved on June 18, 2013