

Regular Meeting #38 - 2014
Fairfield County Commissioners' Office
September 2, 2014

Review

The Commissioners met at 9:01 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger 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, Jeff Barron, Bob Clark, Ray Stemen, Tony Vogel, Dennis Keller, Aundrea Cordle, Chief Jerry Perrigo, Jason Dolin, Jeff Porter and Jim Bahnsen.

- **Legal Update**

Mr. Dolin stated that he had no new updates.

As a follow up to the Legal Update, Ms. Brown reviewed the lease for Beavers Field with Mr. Dolin last week. After discussion and their review, she contacted Mr. Beavers, and he has signed the lease, which is proposed to the Board of Commissioners for approval today. The lease is a five year renewable lease, with consideration of \$1 per year. It also includes requirements for insurance and has agreeable termination terms. We received a copy of the insurance schedule at Beavers Field. We anticipate a continued strong and healthy relationship regarding Beavers Field.

Mr. Kiger asked about the status of the soccer field lease.

Mr. Davis indicated that he had spoken with Steve Gayfield and Judy Edwards who are reviewing soccer field improvements on a conceptual level. Mr. Davis went on to state that there was interest in the continued utilization of the soccer fields, as well as their potential improvements.

Mr. Kiger indicated that he thought there would be a lot of interest in the improvements, as there are adults, in addition to children, who also participate in soccer.

Mr. Levacy commented that he would want to continue to be helpful to the City of Lancaster.

Mr. Davis stated that he believed that the next step was to arrange a meeting with Mr. Gayfield and/or Ms. Edwards, once someone is in touch with the Board of Commissioners Office for such a meeting.

Mr. Davis went on to state that the moving forward plan with contract monitoring was a good plan and that there would likely be other contracts that would be in need of renewal.

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- Administration and Budget Updates/Carri's List

- a. Highlights of Resolutions and Proclamations for the Voting Agenda

Ms. Brown provided highlights of resolutions. There is a proclamation honoring Workforce Development Month, Constitution Week, and the OSU Extension 100 year Anniversary. There will be opportunities for photos. Ms. Brown volunteered to deliver the Constitution Week proclamation to Mrs. Kitzmiller at the Monday, September 9, Lancaster City Council Meeting.

There are several resolutions for Engineer projects, and JFS is disposing of two obsolete vehicles for salvage value. Traditional financial resolutions are presented for approval.

- b. Conduit Debt Fee Schedule for Review

Ms. Brown reported that the fee schedule is in the "issues bin" while feedback is being gathered. So far, there has been a suggestion to charge a lower fee for non-profit entities, as compared to for profit entities. An example is with Montgomery County. Not all counties take this option. Some other suggestions included adding an agenda fee (such as \$500) for amendments to bond transactions. Again, not all counties take this action. Dennis Schwallie suggested that there be language added to indicate that any "make whole" payments would be in addition to a bond issuance fee. We noted that the Port Authority could at some point issue conduit bonds and could have a separate fee. We will add that the fees are payable "one time" for the specific transaction made payable to the County Treasurer at closing. Fees of the issuer's counsel are separate and apart of the county bond issuance fee. We will continue to accept feedback and input, placing the revised item on a future voting agenda.

- c. Jail Financing and Project Reporting – Update

The series of meetings for the jail and public facility financing are on the calendar, with the first meeting scheduled on September 5 at 9 am (this Friday). The plan is to conduct a bond rating meeting with Moody's on November 20-22.

The Architect has provided an update of the three estimates for the project. Ms. Brown reported that the updates were requested as the original estimates were received just over one year ago. As we plan for the bond rating meeting, the updates were important. The estimates have been updated for market conditions. All three estimates were updated for comparison.

We received a letter from Bennett & Williams and the Architect regarding the project. The letters will be sent to Lancaster City Council and Mayor Smith, as well as county elected officials.

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The jail population remains just under 190.

Mr. Davis stated that he recently spoke with Mayor Smith, and there is an expectation of administrative meetings between Ms. Brown and staff and the City of Lancaster staff, such as Denise Crews and Mike Nixon. In this way, the information gathering, investigation, and fact finding for the jail project can continue with increased communication amongst the administrative staff charged with specific responsibilities. Mr. Davis asked if his colleagues were in agreement with this go forward approach in communication amongst the City of Lancaster and the County regarding the jail and public safety facility project.

Mr. Levacy and Mr. Kiger agreed to the approach.

Mr. Davis stated that with the population of the jail at 190 there could be consideration given to potential adjustments to the configuration of the jail.

d. Serving Together Seminar

Ms. Brown reported that this evening, there is a seminar at the Board of Commissioners hearing room to review annexation processes, some helpful hints for all political subdivisions, and the process of how to place issues on the ballot. Thank you to Regional Planning for advertising the opportunity.

e. Tour of Gales Learning Center

Ms. Brown reported that she had a tour of the Gales Learning Center with Judge Vandervoort and Court Director Michael Orlando. The Gales Learning Center is held at the Stanbery School. The curriculum includes career based intervention. Emphasis is on graduation and becoming productive citizens through instruction and application of employ ability, occupational, and academic skills. Program instruction, work experience, and service learning projects are designed to change students' habits and attitudes and develop the motivation to succeed. All academic courses are designed to assist the students with passing the Ohio Graduation Test. A private area is set aside for counseling. The Center was well organized and conducive to learning.

f. Letter to ODOT and the Governor's Office

Ms. Brown reported that a letter to ODOT and the Governor's Office (as a follow up to the discussion last week about the increased costs of road salt) is ready for the Board of Commissioners to sign. Jeremiah Upp reviewed the letter.

Mr. Kiger stated the Ms. Brown did a really good job with the letter.

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g. Meeting with Veteran Services Commission

On Wednesday, September 3, Ms. Brown and Mr. Keller will meet with Mr. Russell to obtain information about the desires of the Veteran Services Commission for new office space. The Board of Commissioners is the contracting authority, and there appears to be a need to issue a request for proposal for leasing property. We will be as helpful as possible in meeting the targeted timeframes for the Veteran Services Commission.

Mr. Davis explained the deferential attitudes taken toward the judiciary and the Veteran Services Commission. There is a different dynamic when entities have the ability to mandate a budget.

h. Land Bank Update

Jim Bahnsen issued a press release about the \$642,500 grant the Land Bank earned. A planning meeting is scheduled today at 4 pm. We are ensuring all grant related documents are ready and that the agenda for September 23 meeting is ready to go.

Mr. Davis stated that he was thankful for the work of Mr. Bahnsen, his predecessor, Mr. Brian Kuhn, and Mr. Porter for their foresight in establishing the Land Bank. In its first year, the grant of \$642,000 is an amazing accomplishment. He stated that there was leadership shown by a lot of people in furthering the Land Bank, and that when the Commissioners created the Land Bank he thought it would be a good thing, but he did not think that it would have a grant of this magnitude in its first year.

Mr. Levacy stated he was encouraged with the flexibility that the Land Bank would bring to multiple processes.

i. Community Housing Improvement Project – Grant Received

A press release is ready to announce the Community Housing Improvement Project grant that was received by Fairfield County.

j. Budgeting

Ms. Brown reported that for the 2015 budget, August 29 was the last day that general fund departments can make changes to requests by data entry within MUNIS. It is encouraging that many departments are using the budgeting tool at this point in time to make the budget requests as close to actual need as possible. The voluntary budget hearings for all departments have been scheduled. We have sent some reminders about the effort to continue to shore

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up purchase orders so that carryover encumbrances are only for the current year expenditures. (See the review packet.)

Ms. Brown went on to state that during the last two quarterly budget updates, the attorney fees for juvenile court were highlighted as an expenditure item that would likely need additional appropriations. At present, we are focusing on estimating the amount needed for the remainder of 2014. There may be timing and process changes that make this increase a one-time increase, but the factors are under review at this time. A resolution will be proposed for a future voting agenda.

Mr. Davis stated that it was important to continue to be vigilant in growing a gap between revenues and expenditures, recognizing that the effort to grow the gap, along with casino revenues and the savings attributed to operating one jail instead of three, contributed to the ability to pay for the jail. He wanted everyone to recognize the priority of the jail project as the budgeting process moved forward.

Meeting with Human Resources Director, Jeff Porter

The Commissioners met with Jeff Porter at 9:30 a.m. for a Human Resources Update. Mr. Porter provided an update and report out on the mailing in err from Franklin County re: Wellness. Everyone in the county has already been notified. Ms. Brown and Mr. Porter will be visiting Franklin County in September. Also, the Utilities Department will be taking a step in the Wellness program by purchasing exercise equipment to be housed at the Administrative Building. There will be more information about Wellness forthcoming.

Mr. Porter went on to provide an overview of the prospective billing process for workers compensation. For two years, there will be a 50% discount in connection with the new billing process. There is a 4% reduction expected, too. Mr. Porter will follow up with the County Auditor's Office, as there are flexible billing schedules.

Mr. Porter went on to review the safety grants. There is a grant in process to purchase equipment to deaden the sound for the Dog Shelter. Mr. Porter will also be reaching out to Developmental Disabilities and the Engineer for input about a potential grant. Mr. McCullough reported that he has met with a sound engineer to develop a recommendation for the grant.

- Old Business
- New Business

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- General Correspondence Received

Fairfield County Regional Planning Commission Meeting Agenda & August 5, 2014 minutes

- Calendar Review/Invitations Received

- a. Fairfield Soil and Water Conservation District 71st Annual Meeting Banquet – Thursday, September 11, 2014 @ Alley park/Goslin Nature Education Center, 6:00 – 8:30 p.m.
- b. Open House for Early Literacy Center (Fairfield County Northwest Branch Library) located at 2855 Helena Drive on Monday, September 8th, 7-9 p.m.
- c. Monday, September 8th @ 7 p.m., Ms. Brown will present the Proclamation to Daughters of American Revolution (DAR) location – City Council Meeting
- d. 2014 Fairfield County Youth Behavior Survey on Tuesday, September 30th @ 8:30 a.m., at the Lodge, 129 E. Main St, Lancaster (RSVP needed by 9/23/14)
- e. Ms. Brown reported that September 9th marks the United Way breakfast.

- FYI

- Letter from Fair Manager Dave Benson regarding new method for Junior Fair Livestock Auction

- Issues Bin

- a. Resolution to Confer Authority to County Administrator
- b. HB 483, publications procedures
- c. Airport Vacancy – Accepting Resumes and Letters of Interest
- d. Lease relating to Soccer Fields and City of Lancaster
- e. Conduit debt fees resolution

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- **Open Items**

Ms. Brown commented on how helpful Christina Foster and Staci Knisley have been this week in accomplishing multiple administrative tasks independently. She went on to thank Mr. Keller and Mr. Vogel for their work in furthering the jail project.

Mr. Davis stated that he would likely need one week off from Commission meetings.

Commissioner Kiger stated at 9:45 a.m. that the Commission would be in recess until the Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 2, 2014 beginning at 10:06 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Staci Knisley, Tony Vogel, Todd McCullough, Ray Stemen, Jon Kochis, Jeff Camechis, Chief Jerry Perrigo, Sergeant Jason Hodder, Jim Bahnsen, Jason Dolin, Mike Miller, Jeff Porter, Aundrea Cordle, Linda Kauffman, Bob Clark, Amber Fitzpatrick, Ed Laramie, Jon Slater, Dennis Keller, Jeff Barron and Christina Foster.

Pledge of Allegiance

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

Announcements

Commissioner Kiger asked Ms. Knisley if there were any announcements. There were no announcements.

Public Comment

Commissioner Kiger asked if anyone from the public who would like to speak or offer comments. There were no public comments.

Approval of Minutes for Tuesday, August 26, 2014

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, August 26, 2014.

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Roll call vote of the motion resulted as follows:

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

Approval of the Commissioners' Office Resolutions

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

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| 2014-09.02.a | A resolution accepting the amounts and rates as determined by the Fairfield County Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor [Commissioners] |
| 2014-09.02.b | A resolution to approve a lease agreement with the Fairfield County Baseball Complex Association, Inc. for property owned by the Fairfield County Board of Commissioners, location of 1611 Granville Pike, Lancaster Ohio [Commissioners] |
| 2014-09.02.c | A resolution authorizing the approval of a proclamation recognizing the Celebration of the 100th Anniversary of the signing of the Smith-Lever Act, the founding legislation of the nationwide Cooperative Extension System [Commissioners] |
| 2014-09.02.d | A resolution authorizing the approval of a proclamation recognizing September as Workforce Development Month [Commissioners] |
| 2014-09.02.e | A resolution authorizing the approval of a proclamation recognizing Constitution Week for 2014 [Commissioners] |

Discussion: Ms. Brown reported that September was Workforce Development Month and that JFS provided exemplary leadership in furthering economic development by helping to ensure there was a skilled workforce in Fairfield County. She stated that JFS serves 3,000 Workforce Development customers each month and that there was an adult career expo at OU-L on September 19. She thanked Ms. Cordle and Mr. Miller for their dedication to helping people in Fairfield County find their next and best job. Mr. Levacy asked Mr. Clark to join in a photo of the proclamation presentation because of the strong connection between economic development and workforce development.

Roll call vote of the motion resulted as follows:

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

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Approval of the Engineer's Office Resolutions

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

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|--------------|---|
| 2014-09.02.f | A Resolution to Approve the Contract with the Shelly Company for the FAI-CR39/41/68 Resurfacing Project. [Engineer] |
| 2014-09.02.g | A Resolution to Approve the Notice to Commence [Engineer] |
| 2014-09.02.h | A Resolution to Approve the Contract with A&A Safety, Inc. for the 2014 Pavement Markings Project (Item 642). [Engineer] |
| 2014-09.02.i | A Resolution to Approve the Notice to Commence [Engineer] |
| 2014-09.02.j | A Resolution to Approve the Construction Drawings for the RIC-04 FAI-CR74-1.226 Thornville Road over Rushcreek Lake Bridge Replacement Project. [Engineer] |
| 2014-09.02.k | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 3445 (Julian/Strickler) [Engineer] |
| 2014-09.02.l | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3434 for VIO-43 bridge replacement project. [Engineer] |

Roll call vote of the motion resulted as follows:

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

Approval of the Job and Family Services resolutions

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|--------------|---|
| 2014-09.02.m | A resolution regarding a Software Support Agreement between Northwoods Consulting Partners, Inc. and Job & Family Services, Protective Services Division [JFS] |
| 2014-09.02.n | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 2072 Children Services, Job & Family Services [JFS] |
| 2014-09.02.o | A RESOLUTION TO APPROVE THE DISPOSAL OF A VEHICLE- FAIRFIELD CO. JFS - TRANSFER TO SKIPS HAULING. [JFS] |

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2014-09.02.p A RESOLUTION TO APPROVE THE DISPOSAL OF A VEHICLE –
FAIRFIELD CO. JFS -TRANSFER TO SKIPS HAULING [JFS]

Roll call vote of the motion resulted as follows:

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

Approval of the Soil and Water resolution

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

2014-09.02.q A resolution authorizing an account to account transfer 61779300-
Fairfield Soil & Water Conservation District Buckeye Lake Nutrient
Reduction Project [Soil and Water Conservation District]

Roll call vote of the motion resulted as follows:

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

Approval for payment of bills

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

2014-09.02.r A resolution authorizing the approval of payment of invoices for
departments that need Board of Commissioners' approval
[Commissioners]

2014-09.02.s A resolution to approve the payment of vouchers without
appropriate carry-over purchase orders for all Departments that are
approved by the Commissioners [Auditor- Finance]

Roll call vote of the motion resulted as follows:

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

Commissioner Kiger stated at 10:20 a.m. that the Commission would be in recess and will reconvene in his office shortly.

Review Continued

The Commissioners met at 10:24 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Staci Knisley, Ray Stemen and Ed Laramee.

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Adjournment

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn 10:25 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, September 9, 2014 at 10:00 a.m.

Motion by:

Seconded by:

that the September 2, 2014, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on September 9, 2014

Absent

Steven A. Davis
Commissioner

[Signature]
Dave Levacy
Commissioner

[Signature]
Mike Kiger
Commissioner

[Signature]

~~Rachel Elsea, Clerk~~

Carri Brown, County Admin.