

PUBLIC NOTICE - NOTICE OF BUDGET COMMISSION MEETINGS

The Budget Commission of Fairfield County, Ohio, in compliance with RC 121.22(F), has a method whereby any person may determine the date, time and place of regular meetings and the date, time, place and purposes of special meetings of the Board, and whereby the news media may be notified of the date, time, place and purposes of special and emergency meetings of the Budget Commission.

1. Regular meetings

Regular meetings of the Budget Commission will be held the first Monday in February and the first Monday in August as required by RC 5705.27 at 8:30 am in February and 8:30 am in August -and- as required by RC 3709.28 the first Monday in April at 8:30 am in the County Auditor's Conference Room at 108 N. High Street, Lancaster, Ohio. Hard copies of notice for these meetings will be placed at 108 N. High Street at the front entrance.

Any additional regular meetings, if needed, of the Budget Commission will be held the last Monday of each month, unless a legal holiday, then the next business day, at 8:30 am in the County Auditor's Conference Room at 108 N. High Street, Lancaster, Ohio. Hard copies of notice for these meetings will be placed at 108 N. High Street at the front entrance.

The Settlements and Administration Manager or the Communications Officer as back-up shall give notice of regular meetings by posting a hard copy of this notice at 108 N. High Street at the front entrance and on a bulletin board in the County Courthouse, 210 East Main Street, Lancaster, Ohio.

If the date, time, or location of a regular meeting is changed, notice shall be posted at least twenty-four hours prior to the meeting. Members of the Budget Commission will be notified of meetings electronically.

2. Special and emergency meetings

Special meetings of the Budget Commission will be held at the call of any member of the Commission. The call for a special meeting shall specify the date, time, location and purposes of the meeting. Unless otherwise provided, special meetings will be held at the office of the County Auditor in the County Auditor's Conference Room at 108 N. High Street, Lancaster, Ohio.

The Settlements and Administration Manager or the Communications Officer as back-up shall give notice of the date, time, location and purposes of a special meeting other than an emergency meeting by posting a hard copy of a notice at 108 N. High Street, Lancaster, Ohio, at the front entrance. Notice shall be posted as far in advance of the meeting as practicable, but not less than twenty-four hours prior to the meeting.

If there is sufficient time to provide twenty-four hours' notice, the Settlements and Administration Manager or the Communications Officer as back-up shall give notice of an emergency meeting in the same manner as notice of a nonemergency special meeting.

3. Notice to news media of special and emergency meetings

News media who have required notice of special meetings shall be individually notified by the Settlements and Administration Manager or Communications Officer of the date, time, location and purposes of any such meeting at least twenty-four hours in advance of the meeting.

If the meeting is an emergency meeting, the member or members calling it shall immediately notify the media who have requested notification of the date, time, location and purposes of the meeting.

4. Notice of meetings to discuss particular business

The Settlements and Administration Manager or the Communications Officer as back-up shall give reasonable advance notice of any special meeting, at which a particular type of public business is to be discussed, to any person who has requested such notice.

If time permits, such notice shall be given. A request for notice shall be in writing, shall state the requestor's name, address, telephone number, email address (if available) and the nature of the public business in which the requestor has a particular interest and desires notice. Any such request shall remain in force for 12 months.

5. Special notice required by law

When a particular form or method of notice is required by statute for a public hearing or meeting of the Budget Commission, notice of the hearing or meeting shall be given in the form and manner prescribed by statute in addition to notice otherwise required under this notice.