

Regular Meeting #34 - 2024
Fairfield County Commissioners' Office
August 13, 2024

Review Meeting

The Commissioners met at 9:00 a.m. at 210 E. Main St., Lancaster, OH. Commissioner Levacy called the meeting to order, and the following Commissioners were present: Jeff Fix, Steve Davis and Dave Levacy. County employees present: Deputy County Administrator, Jeff Porter; Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Recorder Lisa McKenzie; Clerk of Courts, Branden Meyer; Juvenile and Probate Court Judge, Terre Vandervoort; Economic Development Specialist, Anthony Iachini; Facilities & EMA Director, Jon Kochis; IT Director, Dan Neeley; JFS Director, Corey Clark; Deputy, Kevin Romine; Regional Planner, Josh Hillberry; JFS Deputy Director, Heather O'Keefe; JFS Finance Director, Josh Crawford; DD Superintendent, Dr. David Uhl; Magistrate, Troy Sitzman; Magistrate, Josh Horacek; FCFC Manager, Tiffany Wilson; Deputy Recorder, Rachelle Martin; and Chief Deputy Clerk, Michelle Carper. Also in attendance: Jeff Feyko, Katie Wilkerson, Kourtney Enyart, Ray Stemen, and Sherry Pymmer.

Virtual attendees: Lori Hawk, Cassie Strickler, Tony Vogel, Ashley Arter, Greg Forquer, Aubrey Ward, Belinda Nebbergall, Joe Ebel, Nikki Drake, Austin Lines, Shelby Hunt, Craig McKenzie, Stacy Hicks, BGM, Marcy Fields, Lynette Barnhart, Britney Lee, Staci Knisley, Brian Wolfe, Jeanie Wears, Tiffany Daniels, Nick, Michael Orlando, Lori Lovas, Jason Grubb, Andrea Spires, and Jared Collins.

Welcome

Commissioner Levacy opened the meeting by welcoming everyone in attendance.

Listen & Learn, Good Deeds Program

Recorder McKenzie introduced the Good Deeds Program and explained that it is a program developed by agencies around the state to help individuals avoid Probate Court. Recorder McKenzie also discussed the role her office plays in ensuring that property ownership is properly recorded. She also discussed ways property owners can protect themselves from scammers by signing up for property fraud alerts on the Recorder's website.

Judge Vandervoort explained that in Fairfield County, she presides over two courts, Probate and Juvenile Court. Juvenile Court addresses delinquency, truancy, abuse, neglect, dependency, juvenile traffic and adult criminal non-support. Probate Court addresses estates, guardianships, adoptions, name changes, civil commitments, and other various issues. There are three ways to process estates, and these are through summary releases, release from administration, and full administration; all can vary from very simple to complicated. Judge Vandervoort emphasized the importance of planning, updating your plan as needed, and considering whether legal counsel should be engaged. She stated that one of her goals with this new program is to meet with the bar and find a group of attorneys that will provide deed changes for a set fee.

Clerk of Courts Meyer explained that his office is comprised of three sections, the legal department, the title department, and the administrative/fiscal department. He spoke about materials supplied regarding the Good Deeds Program and avoiding Probate Court. He also provided an informational sheet that allows a user to compile their personal and important information that may be needed in emergencies or for estate planning purposes. He indicated the informational sheet should be kept in a safe or secure spot. (The Good Deeds Program materials that were supplied, along with a PowerPoint presentation, are available in the minutes.)

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Commissioner Davis stated his appreciation for the work of the three presenters on the Good Deeds Program.

Commissioner Fix also stated his appreciation for the work put into the presentation and asked what prompted the start of the Good Deeds Program.

Clerk of Courts Meyer explained that the program started in Geauga County and has evolved from there. He added that this was the first time that he, the Recorder, and Judge Vandervoort had provided the presentation and that they looked forward to sharing it with the community.

Commissioner Levacy spoke about what a great way this was to serve the residents of the county and the forward thinking approach the program exhibits.

Annexation

Attorney Jeffrey Feyko stated he was the petitioner of a proposed Expedited Type II Annexation from Liberty Township to the Village of Baltimore. He added that the property is contiguous to the Village of Baltimore and that the family who owns the land wishes to annex to obtain utility and other services offered by the village. The family has no immediate development plans.

Public Comment

Ray Stemen of Lancaster spoke about the humbling experience of moving to an assisted living facility.

Magistrate Horacek introduced his son and his son's friend who attended the meeting. They are working to obtain their Boy Scouts of America Citizenship Badge.

Legal Update

None provided.

County Administration Update

- *The County Administration Update was provided by Deputy County Administrator, Jeffrey Porter, unless otherwise noted.*

Week in Review

State of the County

Recapping information provided last week: The 2024 State of the County Address will be held on August 27th. Registration begins at 11:00 a.m., with the program running from 11:30 a.m. to 1:00 p.m. The event has sold out but anyone wishing to attend, who has not registered, may contact the Lancaster-Fairfield Chamber of Commerce to be placed on the wait list. Carpooling is encouraged.

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals.

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Resolution Review

There are 22 resolutions on the agenda for the Regular voting meeting.

Resolutions of note:

- A resolution to approve a Type II Expedited Annexation of 83.346 acres from Liberty Township to the Village of Baltimore, Agent for the Petitioner, Jeffrey Feyko.
- A resolution to appropriate funds for telecom services for Transit.
- Many departments and agencies have submitted financial resolutions to account for both revenues and expenditures.
- A resolution from Regional Planning for the final acceptance of public improvements for the Rolling Hills Subdivision.
- And a resolution to sign the title services agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program. This is a program through the Ohio Department of Agriculture for the Commissioners to acquire agricultural easements to retain land for predominately agricultural use.

Calendar Review/Invitations Received

Items Requiring Response

Informational Items

- Lancaster-Fairfield Community Action Agency Board of Directors Meeting has been Cancelled for August 15, 2024
- Family and Children First Executive Committee Meeting, August 16, 2024, 8:30 a.m., Fairfield County Agricultural Center, 831 College Ave., Lancaster
- 4-H Recognition Event, August 18, 2024, 6:00 p.m., Liberty Center, 951 W. Fair Ave., Lancaster
- Fairfield Soil & Water Conservation District Annual Meeting, September 12, 2024, 5:30 p.m., Wagnalls Memorial Library, Community Room, 150 E. Columbus St., Lithopolis

Correspondence

- Press Release, Fairfield County Health Department, August 6, 2024, "Nile Virus Found in Fairfield County"
- Memo, Dr. Brown, County Auditor, August 8, 2024, Subject: Modernization
- Fairfield County Auditor's Wins of the Week, August 8, 2024
- Fairfield County Auditor's Wednesday Word to the Wise – Vendor Changes, August 12, 2024
- Letter, Fairfield Homes, August 6, 2024, Re: Hunter's Hill Apartments
- Thank You, United Church Homes, August 1, 2024
- Fairfield County Municipal Court, Criminal/Traffic Division Fees Collected Report for July 2024
- Correspondence regarding Industrial Solar Projects

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- Newsletter, Fairfield Soil & Water Conservation District, Fairfield Features, August 2024, Volume 26, Issue 2

Old Business

None provided.

New Business

Clerk of Courts Meyer spoke about the driver exams being completed at the Title Office and the convenience of the Bureau of Motor Vehicles office at the Fairfield Center. He added that the Title Office would like to hire another Driver's License Examiner due to high demand.

Commissioner Levacy asked how many Fairfield County residents are taking their Driver's License exam at the Title Office.

Clerk of Courts Meyer stated that along with Fairfield County residents, there are many residents from the east side of Columbus.

Recorder McKenzie thanked the Commissioners for the opportunity to present on the Good Deeds Program.

Sheriff Lape voiced his appreciation for the Good Deeds Program presentation.

Auditor Brown was appreciative of the Good Deeds presentation. She highlighted the instances of recent fraud occurring in Ohio with criminals attempting to route vendor money to the wrong location. She stated the Auditor's office has safety procedures in place to help avoid fraudulent activity. She thanked Christy Noland for assisting Major Crimes with their financials. The Auditor's Office released a memo for modernization in the tax budget process. Auditor Brown indicated other government entities have reached out to thank the Auditor's Office for their modeling of strategic plan framework and are seeking to use the framework in their own strategic planning. The Auditor's office August Map of the Month is of coffee shops in downtown Lancaster. The auditor is looking to hire a map room technician in 2025.

Mr. Vogel thanked Bev Hoskinson for assistance with the ERP process which has saved him time in his budgeting process.

Mr. Iachini announced that August 20th is the Parent Info Night at the Workforce Center.

Commissioner Levacy spoke about participating in a meeting regarding benefits with the Office of the Lt. Governor.

Mr. Clark stated that his Listen & Learn on August 20th will provide information on fraud through the skimming of benefit cards.

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Regular (Voting) Meeting

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Virtual attendees: Lori Hawk, Cassie Strickler, Tony Vogel, Ashley Arter, Greg Forquer, Aubrey Ward, Belinda Nebbergall, Joe Ebel, Nikki Drake, Austin Lines, Shelby Hunt, Craig McKenzie, Stacy Hicks, BGM, Marcy Fields, Lynette Barnhart, Britney Lee, Staci Knisley, Brian Wolfe, Jeanie Wears, Tiffany Daniels, Nick, Michael Orlando, Lori Lovas, Jason Grubb, Andrea Spires, and Jared Collins.

Announcements

Ms. Menningen announced that the August 27th meeting will be held in the Commissioners' Hearing Room prior to the State of the County event at the Liberty Center.

Approval of Minutes for August 6, 2024

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for the Tuesday, August 6, 2024, meeting.

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

Approval of a Resolution from the Fairfield County Board of Commissioners

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Board of Commissioners:

- | | |
|--------------|---|
| 2024-08.13.a | A Resolution to Approve the Annexation of 83.346 +/- Acres from Liberty Township to the Village of Baltimore, Expedited Type II Annexation, Pursuant to ORC 709.023, Agent for Petitioner, Jeffrey Feyko |
| 2024-08.13.b | A resolution to approve to appropriate from unappropriated into a major expense category for the FAA Grant Fund# 3011, sub fund # 8272 |
| 2024-08.13.c | A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, & Fairfield County Port Authority – Fund #7012, #7321, #7308, & #7865 |

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2024-08.13.d A resolution to approve a memo receipt and expense for Stop Loss Pool Sub fund & the Self-Funded Healthcare Fund

2024-08.13.e A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 1001 for telecom services.

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Court of Common Pleas

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Court of Common Pleas:

2024-08.13.f A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Common Pleas-Adult Probation; Fund # 2365, County Probation.

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Dog Shelter

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Dog Shelter:

2024-08.13.g A resolution to appropriate from unappropriated in a major expenditure object categories for Dog Shelter; #2002

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Engineer

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Engineer:

2024-08.13.h A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 7/24/2024.

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Fairfield County Family and Children First Council

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Family and Children First Council:

2024-08.13.i A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #7521 – Family Children First Council

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2024-08.13.j A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 7521, Family Children First Council

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

Approval of Resolutions from Fairfield County Job and Family Services

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from Fairfield County Job and Family Services:

- 2024-08.13.k A Resolution Approving the Fairfield County Plan for Child, Family and Adult Community and Protective Services Expenditures (State Budget Line Item 533)
- 2024-08.13.l A Resolution Approving the Fairfield County Plan for Income Maintenance Expenditures
- 2024-08.13.m A resolution to approve a memo exp./ memo receipt for the costs of Birth Certificates paid to Fairfield County Health Departments as a memo expenditure for fund# 2072 Public Children's Services

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

Approval of a Resolution from the Fairfield County Meals on Wheels/Older Adult Agency

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Meals on Wheels/Older Adult Agency:

- 2024-08.13.n A resolution to appropriate from unappropriated funds in a major expenditure object categories for Meals on Wheels-OAAFC, Inc. Fund# 2617

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

Approval of a Resolution from the Fairfield County Regional Planning Commission

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Regional Planning Commission:

- 2024-08.13.o A Resolution to Approve Final Acceptance of the Rolling Hills Subdivision

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

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Approval of a Resolution from the Fairfield County Sheriff

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Sheriff:

2024-08.13.p A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 1001, General Fund

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

Approval of a Resolution from the South Central Major Crimes Unit

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the South Central Major Crimes Unit:

2024-08.13.q A resolution authorizing an account to account transfer for MCU Fund 7858(Sub fund 8341) COSSAP Grant

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

Approval of a Resolution from the Fairfield County Soil and Water Conservation District

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Soil and Water Conservation District:

2024-08.13.r A Resolution to Sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture

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

Approval of Resolutions from Fairfield County Transit

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from Fairfield County Transit:

2024-08.13.s A resolution approving to Appropriate from Unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

2024-08.13.t A resolution approving to Appropriate from Unappropriated into a major expense category expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

2024-08.13.u A resolution approving a reduction of appropriations of major expense categories for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

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REVIEW AGENDA

BOARD OF COMMISSIONERS

Commissioners:
Steven A. Davis
Jeffrey M. Fix
David L. Levacy

County Administrator
Aundrea N. Cordle

Deputy County Administrator
Jeffrey D. Porter

Clerk
Rochelle Menningen

Tuesday, August 13, 2024
9:00 a.m.

1. Review

Purpose of Review Meeting: *To prepare for formal actions of county business, such as Commission resolutions; and to provide a time for county leadership to connect about matters of county business.*

2. Welcome

3. Listen & Learn, Good Deeds Program

Clerk of Courts, Branden Meyer; Recorder, Lisa McKenzie, and Judge Terre Vandervoort

4. Public Comments

Purpose of Public Comments: *This is a time for voters and taxpayers (members of the public) to provide comments. There is a time limit of 3 minutes. While this is a time for comments to be provided, it is not a time for questions and answers. The Commission has a full agenda of county business.*

5. Legal Update

6. County Administration Update

- a. Week in Review
- b. Highlights of Resolutions
- c. Budget Review
- d. Recognitions/Thank-Yous
- e. Calendar Review/ Invitations Received
 - i. Lancaster-Fairfield Community Action Agency Board of Directors Meeting has been Cancelled for August 15, 2024
 - ii. Family and Children First Executive Committee Meeting, August 16, 2024, 8:30 a.m., Fairfield County Agricultural Center, 831 College Ave., Lancaster
 - iii. 4-H Recognition Event, August 18, 2024, 6:00 p.m., Liberty Center, 951 W. Fair Ave., Lancaster
 - iv. Fairfield Soil & Water Conservation District Annual Meeting, September 12, 2024, 5:30 p.m., Wagnalls Memorial Library, Community Room, 150 E. Columbus St., Lithopolis

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REVIEW AGENDA

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a. Correspondence

- i. Press Release, Fairfield County Health Department, August 6, 2024, “Nile Virus Found in Fairfield County”
- ii. Memo, Dr. Brown, County Auditor, August 8, 2024, Subject: Modernization
- iii. Fairfield County Auditor’s Wins of the Week, August 8, 2024
- iv. Fairfield County Auditor’s Wednesday Word to the Wise – Vendor Changes, August 12, 2024
- v. Letter, Fairfield Homes, August 6, 2024, Re: Hunter’s Hill Apartments
- vi. Thank You, United Church Homes, August 1, 2024
- vii. Fairfield County Municipal Court, Criminal/Traffic Division Fees Collected Report for July 2024
- viii. Correspondence regarding Industrial Solar Projects
- ix. Newsletter, Fairfield Soil & Water Conservation District, *Fairfield Features*, August 2024, Volume 26, Issue 2

2. Old Business

3. New Business

- a. Updates from Elected Officials in Attendance

4. Regular (Voting) Meeting

5. Adjourn

6. Land Bank Meeting, 11:00

7. Transportation Improvement District Meeting, 1:00 p.m., Fairfield County Records Center, 138 W. Chestnut St., Lancaster

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Quarters Total 2021, Total 2022, Total 2023, & Quarter 1,2, 3 2024 – American Rescue Plan Fiscal Recovery Funds, as of 8.8.2024.

From the \$30,606,902.00 received as the first and second tranche of fiscal recovery funds. \$29,443,295.78 has been appropriated, \$23,148,521.96 expended, \$5,613,135.38 encumbered or obligated.

12Project/Category		As of 8/8/24 Appropriations	As of 8/8/24 Expenditure	As of 8/8/24 Obligation
Public Health				
R15a	Public Health, PPE	199.90	199.90	0.00
R16a	Public Health, Medical Expenses	206,838.33	206,838.33	0.00
R16b	Public Health, COVID Medial Costs County Benefits Program	399,949.66	399,949.66	0.00
R17a	Public Health, Vaccination Clinic and Related Expenses	66,362.57	66,362.57	0.00
R17b	Public Health, Capital Investments and Public Facilities of the County	3,488,618.85	3,422,579.58	66,039.27
R17c	Public Health, Capital Investment for Air Quality Improvements	56,674.00	56,674.00	0.00
R17d	Public Health, Capital Investment for Health Equipment, Mobile Morgue	49,498.87	49,498.87	0.00
R17e	Public Health, Capital Investment for Sheriff Cruiser to Respond to Increased Violence	54,250.98	54,250.98	0.00
R18a	Professional Communications on Behalf of the Board of Health	34,577.94	34,577.94	0.00
R18b	Public Health, Creation of a Community Health Assessment (CHA)	48,943.10	48,943.10	0.00
R19a	Public Safety Payroll Support	1,600,361.39	1,495,565.34	0.00
R19b	Public Health Payroll Support	185,406.39	185,406.39	0.00
R19c	Other Public Sector Payroll Support	290,060.11	258,316.77	0.00
R110a	Mental and Behavioral Health	0.00	0.00	0.00
Subtotal Public Health		6,481,742.09	6,279,163.43	66,039.27
Negative Economic Impacts				
R210a	Emergency Assistance for Non-Profit Organizations, a Subgrant to the City of Lancaster	0.00	0.00	0.00
R210b	Emergency Assistance for Non-Profits, Subgrant The Lighthouse	120,000.00	120,000.00	0.00
R210c	Salvation Army	500,000.00	500,000.00	0.00
R210d	Habitat for Humanity	610,000.00	610,000.00	0.00

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R210e	ADAMH/LSS Housing Projects	3,000,000.00	748,622.88	2,251,377.12
R210f	Harcum House	100,000.00	100,000.00	0.00
R210g	Fairhope Hospice	100,000.00	100,000.00	0.00
R211a	Subgrant for Tourism, Support for the Fairfield County Fair	499,996.00	499,996.00	0.00
R211b	Aid to Tourism, Travel, Hospitality	18,278.01	18,278.01	0.00
R29a	Emergency Assistance Business Planning	146,829.87	146,829.87	0.00
R213a	Support for Agriculture and the Growing Community	35,000.00	35,000.00	0.00
R213b	Technical Assistance for Townships & Others	400,000.00	324,354.84	75,000.00
R213c	Contracts for Services to Support Residents Suffering Effects of the Pandemic	96,700.00	96,700.00	0.00
Subtotal Negative Economic Impacts		5,626,803.88	3,299,781.60	2,326,377.12
R310a	Housing Support, Affordable Housing Strategic Plan	39,554.00	39,554.00	0.00
Subtotal Services Disproportionately Impacted Communities		39,554.00	39,554.00	0.00
Premium Pay				
R41a	Premium Pay, Premium Pay for Emergency Management Agency Workers	27,907.72	27,907.72	0.00
Subtotal Premium Pay		27,907.72	27,907.72	0.00
Infrastructure				
R52a	Clean Water: Centralized Collection and Conveyance, Airport	598,480.00	550,210.54	0.00
R52b	Clean Water: Centralized Collection and Conveyance, Walnut Creek Sewer District	750,000.00	750,000.00	0.00

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Project/Category		As of 8/8/24 Appropriations	As of 8/8/24 Expenditure	As of 8/8/24 Obligation
R52c	Clean Water: Centralized Collection and Conveyance, Regional Lift Station	2,761,835.85	545,431.20	2,216,404.65
R56a	Clean Water, Stormwater	539,895.00	539,895.00	0.00
R511a	Drinking Water: Transmission/Distribution, Grant Hampton	894,729.11	800,318.61	0.00
R511b	Drinking Water: Transmission/Distribution, Airport	102,000.00	100,805.00	0.00
R511c	Drinking Water: Transmission/Distribution, Greenfield	0.00	0.00	0.00
R511d	Drinking Water: Transmission/Distribution, Baltimore	613,000.00	613,000.00	0.00
R511e	Drinking Water: Transmission/Distribution, Pleasantville	834,000.00	761,947.53	102,052.47
R516a	Broadband, "Last Mile" Projects	0.00	0.00	0.00
Subtotal Infrastructure		7,093,939.99	4,631,607.88	2,318,457.12
Revenue Loss				
R61a	SaaS and Technological Equipment	370,646.50	369,959.32	687.18
R61b	Recorder Document Scanning	337,984.72	337,984.72	0.00
R61c	Clerk of Courts Case Management	375,000.00	372,221.42	2,778.58
R61d	MARCS Tower Project	572,433.00	537,899.50	34,533.50
R61e	Dispatch Consoles	543,820.85	543,820.85	0.00
R61f	Fairfield Center Purchase	2,708,752.85	2,708,752.85	0.00
R61g	Fairfield Center Renovation	3,305,379.46	2,742,409.63	499,539.63

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R61h	Community School Attendance Program	486,110.43	386,596.63	5,958.95
R61i	Workforce Center Expansion	0.00	0.00	0.00
R61j	Smart Growth	200,000.00	197,657.97	2,342.03
R61k	United Way and Dolly Parton's Imagination Library	25,000.00	25,000.00	0.00
R61l	Auditor Historical Records Scanning	0.00	0.00	0.00
R61m	Engineer's Radios	80,000.00	80,000.00	0.00
R61n	Auditor Printers	4,357.66	4,357.66	0.00
R61o	Auditor Copiers	11,983.30	11,983.30	0.00
R61p	Bremen ADA Ramps	26,954.00	26,954.00	0.00
R61q	Transportation School Education Vehicles	38,357.90	38,357.90	0.00
R61r	Safety and Security	457,422.00	101,000.00	356,422.00
R517a	Beavers Field Utilities	37,346.77	36,606.46	0.00
Revenue Loss		9,581,549.44	8,503,562.21	902,261.87
Administration				
R71a	Administrative Expenses	591,798.66	366,945.12	0.00
Subtotal Administration		591,798.66	366,945.12	0.00
Grand Total		\$29,443,295.78	\$23,148,521.96	\$5,613,135.38

ADMINISTRATIVE AUTHORITY ITEMS
FAIRFIELD COUNTY COMMISSIONERS' OFFICE
AUGUST 05, 2024 TO August 11, 2024

Fairfield County Commissioners

- AA.08.06-2024.a An Administrative Approval for the payment(s) of the United Health Care (UHC) invoice for the Fairfield County Self-Funded Health Benefits Program – Fairfield County Board of Commissioners [Commissioners]
- AA.08.07-2024.a An Administrative Approval for the payment of invoices for departments that need Board of Commissioners' approval and have bills presented that are not more than \$75,000 per invoice. [Commissioners]

Fairfield County Facilities

- AA.08.05-2024.b An Administrative Approval authorizing the purchase of a 2022 Ram Promaster, for a total cost of \$25,052.00. [Facilities]
- AA.08.08-2024.a An Administrative Approval for an Agreement for wall replacement at the Workforce Center with Bent Tree Construction. [Facilities]

Fairfield County Law Library

- AA.08.05-2024.a An Administrative Approval for the Request for Proposals for Online Legal Research Services for the Fairfield County Law Library - Patron Access [Law Library]

Fairfield County Regional Planning Commission

- AA.08.06-2024.d An Administrative Approval for Response to CDBG Monitoring Visit for PY 2020 [Regional Planning Commission]

Fairfield County Sheriff

- AA.08.05-2024.c An Administrative Approval of an Agreement between Verizon Wireless and the Fairfield County Sheriff's Office [Sheriff]
- AA.08.05-2024.d An administration approval for the annual payment of Time Keeping Systems (TKS) Cloud Service to be made from the Commissary Fund [Sheriff]

Fairfield County Utilities Department

- AA.08.06-2024.b An administrative approval of a bank transfer for the County Utilities Department [Utilities]
- AA.08.06-2024.c An Administrative Approval for an Agreement between Fairfield County and TC Energy [Utilities]

Please be our guest as we celebrate the 81st Anniversary of the
Fairfield Soil & Water Conservation District
Annual Meeting

Thursday, September 12, 2024
5:30 p.m.

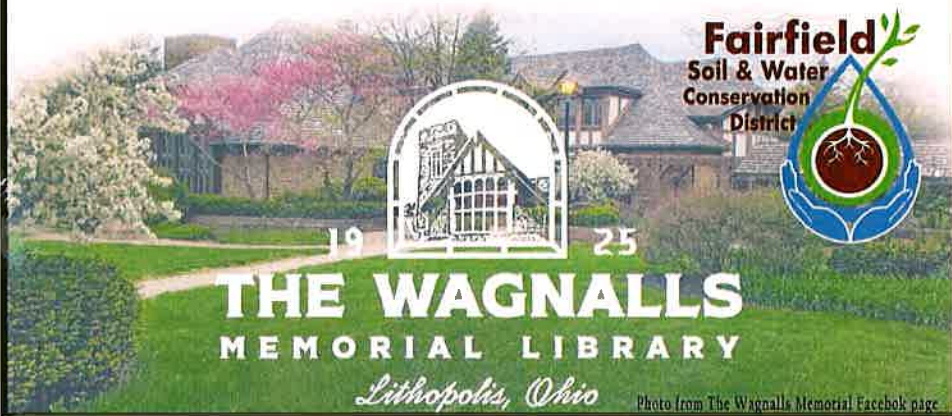
Wagnalls Memorial Library Community Room
150 E. Columbus Street, Lithopolis, OH 43136

The evening is planned as follows:

- 5:30 - 6:30 p.m. SWCD Board of Supervisors Election
- 6 - 6:45 p.m. Dinner (meal catered by Cheers Chalet)
- 6:45 - 7:15 p.m. Conservation Awards
- 7:15 - 8 p.m. Emily McClay of Wagnalls Memorial will give a tour of the library sharing the unique history

One complimentary ticket will be held for you
Additional tickets are \$20

Please RSVP to (740) 653-8154 by **Friday, August 30, 2024**





Nile Virus Found in Fairfield County

PRESS RELEASE 8/6/2024

For Immediate Release

For More Information Contact:

Fairfield County Health Department

Baylie Blevins, Public Information Officer

740.652.2835

Baylie.blevins@fairfieldcountyoio.gov

The Fairfield County Health Department (FCHD) has identified the first pool of mosquitoes collected by the department this year that were carrying West Nile Virus. The mosquitoes were collected in a trap set by the department in the Village of Pleasantville, during routine monitoring conducted on July 23rd.

The Village contracts with FCHD for mosquito control, and the village was sprayed to control adult mosquitoes on July 25th, and is scheduled for another spraying on August 6th. FCHD will also spray near residences located within one mile of the trap site to reduce the risk of West Nile Virus transmission.

Health Commissioner, Joe Ebel, reports that West Nile virus is spread to people through the bite of an infected mosquito. There are no vaccines or medicines to prevent West Nile, so the best way to prevent West Nile is to protect yourself from mosquito bites.

Here are some tips to avoid mosquito bites:

- Use EPA-registered repellents when going outdoors according to label instructions
- Wear light-colored clothing, long sleeves, long pants and socks when outdoors
- Consider avoiding outdoor activities during peak mosquito biting hours
- Mosquitoes may bite through thin clothing, so spraying clothes with an EPA-registered repellent will give extra protection
- Treat clothing and gear such as pants, boots, socks, and tents with a product containing permethrin, or buy permethrin-treated clothing or gear.

Do not apply permethrin directly to skin

- Mosquito-proof your home:
 - Install or repair screens on windows and doors to keep mosquitoes outside
 - Help reduce the number of mosquitoes around your home by emptying standing water on a regular basis from flowerpots, gutters, buckets, pool covers, pet water dishes, discarded tires, and bird baths

For more information about the Fairfield County Health Department's mosquito control program visit <https://www.fairfieldhealth.org/FDH-Vector-Control.html>



To: Fairfield County Commissioners & Staff
From: Dr. Carri Brown, County Auditor
Date: August 8, 2024
Subjects: Modernization

Modernization Projects with Some Anticipated Follow-Up Actions

We in the County Auditor's Office have been focusing on technology and customer service with goals of modernization and efficiency for multiple stakeholders. We have implemented new processes for efficiency with the Budget Commission, Board of Revision, settlements, conveyance, and multiple financial functions.

Most recently, we are pursuing ***new technology to improve stakeholder (political subdivision) communications relating to settlements and budget certifications.*** This specific project complements the waiver of the tax budget (and desk audits) and continues to improve access to records and data management.

Earlier in the year, this project was anticipated to be accomplished with the Microsoft Solutions Suite. After extensive review and analysis, we have determined a custom application is necessary for sustainability. ***We have conducted market research and have a proposal from MAPSYS that allows for improved stakeholder engagement and eliminates the reliance on email transmissions and antiquated excel spreadsheets.*** Every political subdivision of the county will be able to use the new application.

Thanks to *Bev Hoskinson* for continuing to leverage technology to improve processes. Bev is serving as the project manager, and she has worked with IT and the Commissioners' Office to promote and develop the project. ***Thanks to Dan Neeley, Bart Hampton, Jeff Porter, and Aunie Cordle for supporting the new project as an ARPA funded initiative.*** A resolution is pending for the ARPA portion of the project.

We believe our first stakeholder group to have positive implications will be schools. The project will be implemented by the end of the year. The full project proposal and the details of the new application are readily available if more information is desired.

In addition, we are embarking on a related project to increase knowledge with cross-training and reviews, with a Kaizen approach. Kaizen sees improvement in productivity as a gradual and methodical process – each step makes a difference. *This will involve training and documentation of new procedures. For the latter part of the year, two staff members will be paid from REA funds during their settlements training and development. They will return to shared GRF and REA employees in 2025 based on their job duties. There will be proposed resolutions for the REA fund to accommodate the training and development. In turn, there will be transfers of appropriations to properly classify expenditures for the general fund (such as encumbrances for State Auditor services which are needed in 2024 but will be used in 2025). For 2024, no new appropriations are anticipated. For 2025, with general fund salaries, we will use the original budgeted number and apply the parameters.* Now, we are adjusting both funds in the budgeting module to meet the August deadlines for level 3.

CONTACT US!

Settlements/Admin – (740) 652-7020 • Real Estate - (740) 652-7030
co.fairfield.oh.us/auditor • FairCoAuditor • FairfieldCountyAuditor • FairCoAuditor • fairfield-county-auditor



Your Fairfield County Auditor's Office: **WINS OF THE WEEK**

August 8, 2024

Our brains are wired to respond to rewards. Celebrating the completion of small accomplishments leads to the completion of larger goals. And there is evidence in research to support this...According to research by Teresa Amabile from Harvard Business School, tracking small achievements enhances motivation for larger goals...

- ★ A very efficient **Budget Commission** meeting was held on August 5th. Thanks to **Amanda, Bev, and Angel** for the preparation. Thanks to the team for double checking items and helping organize packets. With the new procedures, there are multiple savings across the county. An estimate of more than \$90K is saved annually.
- Directors met to review **RFI responses and project plans**. Thanks to the staff for keeping the projects on track.
- Bev Hoskinson attended the **Commissioners' evening meeting and provided information about the September Serving Those Who Have Served seminar**.
- **Carri** worked with **multiple committees to plan for national conference presentations**.
- This week, at the county level, **seven of our team members were recognized for milestone work anniversaries: Robin Balthaser (5 years), Angel Horn and Amanda Rollins (10 years), Greg Forquer and Meagen Bowland (15 years), Lori Kidder (20 years), and Bev Hoskinson (30 years)**.
- We held a **team potluck on August 7th**. It was wonderful to have lunch together.
- **Carri connected with Athens County officials** to review multiple issues, including payroll and real estate assessment procedures.
- A **Multi-County Juvenile Detention Center meeting was held on Friday, and Carri provided a financial update to their boards**. The update included data to show the joint venture contributions since the inception of the MCJDC.
- Congratulations to **Patrick Brighton** for earning continuing education hours from the state in Weights and Measures this past week!
- Thanks to **Nick Dilley for his work on re-creating the new Transit Authority Mapping Application to be connected to our county GIS**. He did this quickly and expertly, working with city officials.
- ★ Thanks to **Clayton Finley for not only completing the NACo Leadership training this past week but for also serving as the lead for his group**. He led discussions about strategic planning where the County Auditor's plan and the process for updating it regularly was applauded by the NACo group. Outstanding Work!

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08/13/2024

021



Your Fairfield County Auditor's Office: **WINS OF THE WEEK**

August 8, 2024

Our brains are wired to respond to rewards. Celebrating the completion of small accomplishments leads to the completion of larger goals. And there is evidence in research to support this...According to research by Teresa Amabile from Harvard Business School, tracking small achievements enhances motivation for larger goals...

- Thanks to **Bev Hoskinson and users of the Tyler Technologies Financial and Payroll systems** for their work in assessing the use and management of the applications, as used by all departments.
- Thanks to **Mesina Clark** for the progress on the manufactured homes settlement. Thanks to **Angel Horn, Amanda Rollins, and Mesina Clark** for modernizing the settlements process.
- We have received **excellent feedback from Union County, the state of Pennsylvania, and the state of Florida** who have appreciated our webpages and strategic plan – even requesting templates to use in their areas.
- Thanks to **Josh Harper** for researching a conveyance from 2017 and following up with a correction to an address. **Thanks to Angel Horn and Bev Hoskinson** for researching records from 2008 based on a question to arise about tax incentives. There will be additional follow-up action to take – thanks to the team for always being positive and for looking at things with new perspectives. That is a true skill.

★ And thanks to **Bev Hoskinson** for continuing to leverage technology to improve processes. Bev has worked with IT and the Commissioners' Office to promote a project to modernize the Budget Commission processes and settlement communications. **This is very exciting. Thanks to Dan Neeley, Bart Hampton, Jeff Porter, and Aunie Cordle for supporting the new project as an ARPA funded initiative. We believe our first stakeholder group to have positive implications will be schools.**

CONTACT US!

Settlements/Admin – (740) 652-7020 • Real Estate - (740) 652-7030

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08/13/2024

022

From: [Elsea, Rachel A](#)
To: [Elsea, Rachel A](#)
Subject: Wednesday Word to the Wise - Vendor Changes
Date: Monday, August 12, 2024 8:21:20 AM
Attachments: [Vendor Change Form D-2 Fillable.pdf](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[2024-003 AOS Bulletin.pdf](#)

In Ohio, we have heard of several schemes to ***redirect payments in fraudulent ways***.

We are highlighting portions of the Auditor of State bulletin on this topic now. Attached is the full bulletin for your review. Also, the internal control manual is being updated for this topic. We will review the updates during the annual Making Numbers Count training.

Some of the procedures in the internal control manual and in the bulletin are specific to financial payments and are highlighted below to increase awareness now.

For departments who are requesting changes to a vendor or employee contact information:

NEVER make a change to vendor or employee's contact information or banking information without ***independent verification***. ***In-person communication*** is always the best practice for verifying identity and contact information. Never use email to verify change requests.

We will require in-person verification for change requests for payment information where possible. It is the best practice to also use a second person verification where the vendor is not personally known by the paying agent. ***We will ask for the person or department which deals with the vendor to verify the identity and confirm the change request.***

If distance prevents verifying identity and contact information in-person, use only an ***independently verified contact person and telephone number***. Do not use contact information from a change request; instead, find a phone number from a validated source such as a prior invoice or a regularly updated employee or vendor contact information listing. Another source for a valid telephone number is searching for the company's known website.

When using a telephone call to validate the identity of an employee or vendor contact, always ask the employee or vendor a question related to past experiences or conversations that only he/she would know the answer to.

With the form required for a new vendor or a change with a vendor, we will require a secondary approval (internally) for all ***payment requests, payment instruction changes, or vendor contact information***. ***Please see the attached form, which has been updated to require two signatures at***

the departmental level.

The payment change initiation and payment approval functions should be segregated.

For certain employee changes, there will also be a need for secondary approval, such as with bank verifications.

- We will ***provide continual training and education*** over policies, procedures, protecting personal information, and recent cyber and phishing threats so that employees can identify fraud schemes before taking compromising actions. This is accomplished with the annual cybersecurity training, with communication about the internal control manual, and with other communications and meetings.
- We will use ***layers of authentication and security*** such as a financial institution’s positive pay, ACH positive pay, and ACH Debit Block programs.

Some of the procedures and practices within the bulletin are covered in the annual cybersecurity training.

Here are procedures and practices for everyone to follow:

- With emails, ***pay close attention to the name of the employee or vendor*** – oftentimes cybercriminals make subtle changes to names to make you think you are communicating with a legitimate or known person/vendor. For example, can you spot the subtle difference between these two emails schoolsolutions@gmail.com vs. vs.schoolsolutiions@gmail.com? The second email address included an extra “i” in the vendor’s name.
- ***Was the email or invoice unexpected?*** Unless you are expecting an email, never click on links or open attachments without first verifying the authenticity of the message.
- ***Does the email or invoice come with a sense of urgency including a positive (reward) or negative consequence for not acting quickly?*** This is a red flag.
- ***Targeted attacks may arrive when criminals know the CEO or high-ranking official is not available to confirm requests.*** By following social media posts, criminals may choose to act when, for example, your executive is on a cruise.

Take time to review emails for red flags.

If you have any questions, please reach out to Bev Hoskinson in the County Auditor’s Office. Please let us know if you have any questions about the bulletin, procedures, or form.

Rachel A. Elsea
Communications Officer • Auditor's Office

**Fairfield County Auditor Finance Office
Vendor Request and Change Form**

Check One: NEW VENDOR _____
CURRENT VENDOR _____ **Name Change:** _____ **Address Change:** _____

To Be Completed by Requesting Department

Requesting Department: _____ **Vendor Number:** _____
(leave blank if requesting new vendor)

Vendor Name: _____

New Vendor Name (if applicable): _____

Corporate Address

(if different from Corporate Address)

Remittance Address

**Current
Address:**

Street Address
(If there is a P.O. Box, you must provide a telephone number below)

Street Address

City, State, Zip

City, State, Zip

**Address
Change:**

Street Address
(If there is a P.O. Box, you must provide a telephone number below)

Street Address

City, State, Zip

City, State, Zip

**Phone
Number:**

TIN No.

Employer/Tax Identification Number

Please Note: In order to comply with IRS reporting requirements, all new vendor and vendor changes must include an original and signed **W-9 Form** accompanying this request. Without this documentation, this request will not be accepted.

Briefly describe the vendor activity: _____

To Be Completed by the Department Requesting the Vendor Change

By signing this request, employees affirm they have evaluated any potential related party relationships and transactions.
This form will be returned without authorized signatures.

Authorized Signature: _____ **Date Requested:** _____

Supervisory Signature: _____

To Be Completed by Deputy Auditor

Form 1099 Code: _____ **Date Keyed:** _____

Deputy Auditor Signature: _____

OHIO AUDITOR OF STATE KEITH FABER



**Auditor of State
Bulletin 2024-003**

DATE ISSUED: April 12, 2024

TO: All Public Offices
All Community Schools
Independent Public Accountants

FROM: Keith Faber
Ohio Auditor of State

SUBJECT: Payment Re-Direct and Business Email Compromise Schemes

Bulletin Purpose

The Auditor of State’s Office has observed an increase in Ohio governments falling victim to Payment “Re-Direct” Schemes and business email compromise (BEC) schemes. This is a type of spear phishing attack that has the objective of “re-directing” money to a bad actor, a cybercriminal pretending to be a vendor or employee of the government and then re-directing funds into fraudulent accounts. In these BEC/”re-direct” schemes the cybercriminal impersonates a trusted vendor, business partner or employee in an email and requests a change to the bank account, investment account, or a transfer of funds to a specified bank account unaffiliated with the legitimate business.

Ohio governments are increasingly falling victim to cybercrimes in the form of payment “re-direct” and business email compromise schemes. On March 9, 2023, the Auditor of State (AOS) issued an Advisory, alerting Ohio governments of an increase in cybercrime, providing guidance on what to look for as well as steps to prevent attacks. AOS is issuing this bulletin in response to the continuing reports of cybercrime activity. The following will set clear standards and expectations for Ohio governments and public employees regarding the handling of requests for payment re-directs. **Failure to follow the guidance in this Bulletin may result in an AOS finding when a loss occurs, and the employee is considered liable as a result of negligence or performing duties without reasonable care.**

Typically, these payment re-direct and business email compromise schemes are tailored to specific entities or individuals and are commonly referred to as a spear phishing attack. The cybercriminal's goal is to deceive the entity or individual into sending funds or payments to compromised or false bank accounts – often by posing as a trusted vendor, financial institution, or another member of the compromised organization. The cybercriminal will closely mimic actual emails, invoices, vendor documents, bank accounts or other electronic communications to lead the entity or individual into believing the request to re-direct funds or deposits is legitimate.

Often, in these cases, cybercriminals will breach an entity's information technology system through compromised email, attachments and malware only to then hide and wait for an opportunity to exploit. The email impersonation can happen at the start of an email thread or in the middle of a legitimate communication, with the cybercriminal compromising or impersonating an email account. When one email account is compromised, within or outside of the government, all parties on an email thread are at risk of becoming compromised. Unsuspecting Ohio governments, thinking they are dealing with a known vendor, financial institution or employee, process the payment re-direct or change banking information, without first independently verifying the legitimacy of the request and validating the identity of the purported requester. These schemes also include requests from employees to update or change their bank routing information for payroll and other employee directed withholdings.

While many re-direct schemes occur through electronic communication (e.g., email), it is important to note that these same schemes can be initiated via telephone or physical paper requests as well. With advancing artificial intelligence technology, these cybercriminals can match voices and appearances electronically.

The increasing frequency of successful attacks have resulted in significant financial losses for governments. Accordingly, all government employees shall adopt a heightened sense of scrutiny any time they receive a request to change payment, investment or banking information. In addition, governments need to proactively train their employees and create an organization-wide culture of security to prevent fraud. Finance teams and/or employees processing invoices are the most vulnerable to this type of fraud as they often receive payment and re-direct requests. However, all employees should be aware of these fraud schemes as anyone can fall prey to a spear phishing attack that could open the organization up to further exploitation.

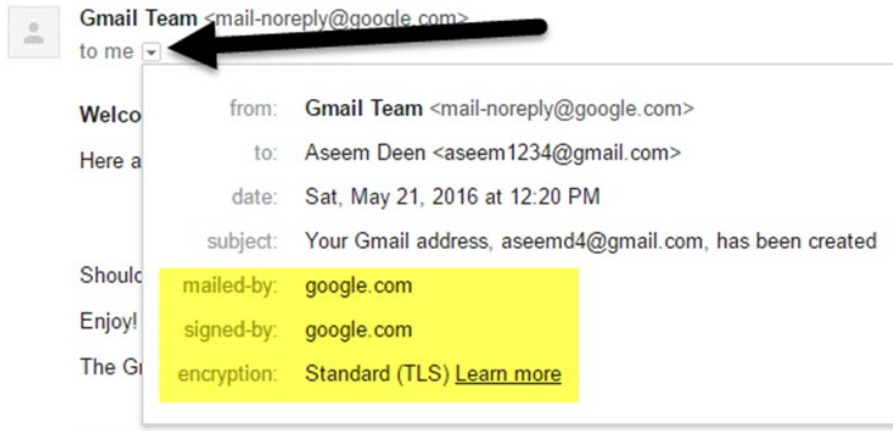
Real Examples of Fraud or Potential Fraud

- **Spear phishing:** More than \$700,000 was stolen from a recreation district because of a payment re-direct scheme. Emails were received by the district, from an email account slightly different than the original vendor email account, which contained erroneous payment instructions to the “vendor.” The district followed the instructions and transferred \$713,094 to the fraudulent account, without independently verifying the identity of the requester or the new banking account.

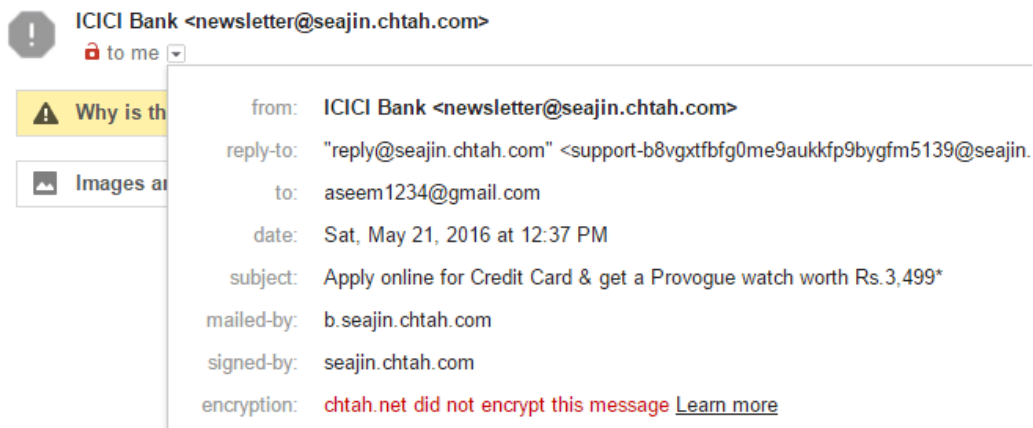
- **Spear phishing:** A city fell victim to a “spear phishing” scheme resulting in the theft of nearly \$219,000 when the finance department received emails from someone pretending to be an existing vendor. The email persuaded the employee to change the bank account routing information the city had for the vendor. Vendor verification protocols were not followed, which could have prevented this fraud.
- **Investment account change request:** A college fell victim to a spear phishing attack that included convincing branding and logos of a financial institution causing the college to change account information on a \$6 million account. Realizing a day later due to *Daily Cash Monitoring* protection that the money was not in its account the college was able to recover the funds through the activation of the Financial Fraud Kill Chain.
- **Fraudulent check and Electronic Funds Transfer/ACH scheme:** A city reported three instances of fraudulent checks submitted for payment to their bank and two instances of attempted ACH fraud. Though none of these instances were successful and the city did not experience a loss, this is another example of attempted fraud.

Ways to Identify Re-direct and Business Email Compromise Schemes

- Pay close attention to the name of the employee or vendor — cybercriminals often will make subtle changes to names to make you think you are communicating with a legitimate or known person/vendor. For example, can you spot the subtle difference between these two email addresses schoolsolutions@gmail.com vs schoolsolutiions@gmail.com? The second email address, the fraudulent one, includes an extra “i” in the vendor’s name. Considering the search capabilities of the internet, cybercriminals often have full staff directories of vendors and government offices to determine who to mimic and who to target.
- An email or invoice that is unexpected is received. Unless you are expecting an email, never click on links or open attachments without verifying the authenticity of the sender and the message or attachment.
- An email or invoice comes with a sense of urgency including a positive (reward) or negative consequence for not acting quickly.
- Carefully review the email sender’s details. Hover your cursor over the sender’s email and a window will pop up. In the example, below, we clicked on the arrow underneath the sender’s gmail name. The most important items to look at are the “mailed by,” “signed by,” and “encryption” fields. Here, the message was mailed by and signed by google.com and was encrypted—all signs that the email is genuine.



- Below is an example of a fake email purporting to be from a bank. The clues: The email address doesn't sound like a bank; the "mailed by" and "signed by" fields are the same as the suspicious name; and the email was not encrypted. All signs the email is probably fake.



- The email contains obvious misspellings or strange diction and grammar.
- Targeted attacks may arrive when they know the chief financial officer or high-ranking official is not available to confirm requests. By following social media posts, criminals may choose to act when, for example, your executive is on a cruise.

Ways to Prevent Re-direct/BEC/ACH Schemes

- **Stop and consider for a moment:** Does the change request make sense? Were any of the red flags above noticed in the request?
- **Verify and validate:** NEVER make a change to vendor, financial institution or employee's contact information or banking information without independent verification. Avoid taking re-direct requests by electronic means. In-person communication is always the best practice

for verifying identity and contact information. Never use email or embedded phone numbers to verify change requests.

- Always require in-person verification of employee payroll re-directs. Never take such requests electronically.
- Request in-person verification for change requests for payment information. Have the vendor come to the office in-person to provide re-direct payment information. Where the vendor is not personally known to the paying agent, you should have a second person from the department that deals with the vendor personally verify the identity, confirming the change request.
- If circumstances prevent verifying identity and contact information in-person, use extreme caution and only an independently verified contact person and telephone number, via separate sources. Do not use contact information from the change request; instead, find a phone number from a validated source such as a prior invoice or a regularly updated employee or vendor contact information listing. Another source for a valid telephone number is the company's known website.
- When using a telephone call to validate the identity of an employee or vendor contact, always ask the employee or vendor a question related to past experiences or conversations that only he/she would know the answer to. Offering to contact the requester back will allow you to validate the number to ensure it is linked to the vendor.
- Require an internal, secondary approval for all payment requests, payment instruction changes, and changes to employee or vendor contact information. The payment change initiation and payment approval functions should be segregated.
- Consider making a partial payment (very small dollar amount) of the invoice or wages to allow for verification from the receiving financial institution, vendor, or employee as to the legitimacy of the payment.
- **Provide continual training and education** over policies, procedures, recent cyber and phishing threats, and how to protect personal information so that employees can identify fraud schemes before taking compromising actions. Contract with a vendor or use association services for employee cyber training and insurance coverage.
- **Use added layers of authentication and security**, such as a financial institution's positive pay, ACH positive pay, and ACH Debit Block programs.
- **Create security policies** that outline best practices for protecting sensitive data and systems. The policies should include information related to password management, data encryption, software updates and other security measures that employees should follow.

Guidance

Additional Cybersecurity resources, including Incident Response tips and free training, are available on the Auditor of State's website at ohioauditor.gov/fraud/cybersecurity.html.

Resources for reporting fraud can be found at ohioauditor.gov/fraud/default.html.

Questions

If you have any questions regarding the information presented in this Bulletin, please contact the Special Investigations Unit at the Auditor of State's Office at PaymentSchemeQuestions@ohioauditor.gov.

A handwritten signature in black ink that reads "Keith Faber". The signature is written in a cursive style with a large, stylized 'K' and 'F'.

Keith Faber
Ohio Auditor of State



Hunter's Hill Apartments
Fairfield Homes, Inc
603 W. Wheeling Street,
Lancaster, OH 43130

8/6/2024

CERTIFIED MAIL RETURN RECEIPT REQUESTED

Rochelle Menningan
Commissioners' Clerk
210 E. Main Street,
Lancaster, Ohio 43130

RE: Hunter's Hill Apartments

Dear Mrs. Menningan:

The purpose of this letter is to apprise your office that Fairfield Homes plans to be the general partner of a residential rental development located in or within a one-half mile radius of your political jurisdiction, and will submit an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Hunters Hill is an affordable housing community located in Lancaster, Ohio. The development consists of one-, two-, and three-bedroom apartments located in a beautiful setting surrounded by trees and a creek. Hunters Hill sits adjacent to the Lancaster Bike Path and is just minutes away from shopping, restaurants, and entertainment. The development is conveniently located to a pharmacy, restaurants, shopping, and the Lancaster City school district. Fairfield Homes is proposing a re-syndication with Housing Credit proceeds to fund a substantial rehabilitation of the property to ensure long-term viability and maintain affordability.

The proposed development will be financed with a conventional first mortgage, Housing Credit proceeds, HDAP funds, seller financing, deferred developer fee, and general partner equity.

Development Team:

General Partners or Managing Members:	Fairfield Homes, Inc
Developer:	Fairfield Homes, Inc
Contractor:	Gorsuch Construction
Property Manager:	Fairfield Homes, Inc

Project Address: 857 Elizabeth Drive, Lancaster, 43130 – Fairfield County, Ohio

Number of Units: **96-Units**

Program(s) to be utilized
in the Project:

Housing Tax Credit Program, Housing Development Assistance Program,
Housing Development Loan Program, Multifamily Lending Program and
Multifamily Bond Program.

Right to Submit
Comments:

You have the right to submit comments to OHFA regarding the proposed project's
impact on the community. Any objection to the project must be submitted in
writing and signed by a majority of the voting members of the legislative body.
Comments must be received by OHFA within 30 days of the mailing date of this
notice.

The person to be notified at OHFA and their address is:

Director of Multifamily Housing
Ohio Housing Finance Agency
2600 Corporate Exchange Drive, Suite 300
Columbus, Ohio 43231

OHFA will provide a written response to any objections submitted under the terms
outlined above.

Sincerely,

Claire Reinstein
Development Manager
603 W. Wheeling Street,
Lancaster, OH 43130
419-913-7289
cristein@fairfieldhomesohio.com



August 1, 2024

Fairfield County Board of Commissioners
210 E Main St Rm 301
Lancaster, OH 43130-3879

Dear Friends:

Your generosity knows no bounds and we are continually inspired by your unwavering dedication to the older adults at United Church Homes. Thank you for the second reimbursement of \$4,634.79 for basic needs at Pickfair Square through the Healthy Aging grant.

We pride ourselves on efficient and impactful use of funds, ensuring that every dollar contributes directly to improving the lives of older adults in our communities. Your trust in our mission drives us to maximize the impact of every contribution.

Warm regards,



Rev. Dr. Kenneth V. Daniel, MPA, DHL, LNHA
Chief Executive Officer – United Church Homes
Chief Executive Officer – Radiant Alliance

P.S. Your belief in our mission touches our hearts. Thank you for being a vital part of this journey. Visit unitedchurchhomes.org and facebook.com/UnitedChurchHomes to see updates on the continued impact the heartfelt contributions from you and other donors.

United Church Homes is a 501(c)(3) organization. No goods or services were received in connection with your contribution. Please retain this letter for your tax records and consult with your tax adviser regarding the deductibility of your contribution.

Celebrating the Spirit®



FAIRFIELD COUNTY MUNICIPAL COURT

136 West Main Street

Post Office Box 2390

Lancaster, Ohio 43130-5390

Telephone: 740-687-6621

E-mail: clerk@fcmcourt.org

Web: www.fcmcourt.org

VALEDA A. SLONE
Clerk

August 6, 2024

Dr. Carri Brown
Fairfield County Auditor
210 E. Main Street
Lancaster, OH 43130

RE: Fees collected in the Fairfield County Municipal Court, **Criminal/Traffic Division**, for the month of July, 2024.

10% OSP Fines.....	\$1,661.77
Regular Fines.....	3,111.68
Uniform Fines.....	5,462.18
Gross Overload.....	9,096.00
50% Liquor Fines	75.00
OVI Housing.....	1,165.00
Sheriff's Department OVI.....	93.00
Affidavit of Indigency	1940.85
Dog Fines.....	320.00
Parks & Recreation.....	125.00
Parks & Recreation OVI.....	0.00
Witness Fees	18.00
Expungement Fees	245.00
Jury Fees.....	212.50
TOTAL.....	\$23,525.98

Sincerely,

Valeda A. Slone
Clerk of Court

xc: **Fairfield County Commissioners**
Fairfield County Engineer
Sheriff Alex Lape (FCSO)
Deputy Robert Mead (FCSO)
Fairfield County Dog Shelter

enclosures
/tlh

08/13/2024

035

From: [Elizabeth McNeese](#)
To: [Contact Web](#); contact@walnuttownship.com; contactOPSB@puco.ohio.gov
Subject: [E] "No" to Eastern Cottontail Solar
Date: Monday, August 5, 2024 10:43:05 AM
Attachments: [McNeese Letter Deny Eastern Cottontail.docx](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Aug 5, 2024 (formal letter attached)

Ohio Power Siting Board
180 E. Broad Street
Columbus, OH 43215

RE: Case #24-0495-EL-BGN

Dear Ohio Power Siting Board,

I am a resident and land owner in Fairfield County, Greenfield Twp. I am strongly asking that you deny EDF-Renewables' Eastern Cottontail utility-scale solar project.

I'm incredibly concerned about the irrevocable damage and tainting of our beautiful countryside with what can only be deemed *experimental* solar farms. Once we open the door in Fairfield County these hideous "farms" will multiply like a plague and ruin generations of farmland and natural habitat of Ohio wildlife.

If you drive down 23 South in Pickaway County the scene is abysmal as solar fields populate the horizon. Nearby residents, misled and misinformed about the impact of these fields, are now upset and experiencing property value decline and the beauty of the area erased behind acres of panels. They can't even escape because no one wants to buy property near the solar farms.

We do NOT want this disaster to come to our county and townships.

I again ask you to deny the Eastern Cottontail solar project.

Thank you for your time,

Elizabeth McNeese,
275 Mt Zion Rd NW, Lancaster, Oh 43130 614-266-5088

Cc: Balderson, Schaffer, LaRe, Fairfield County Board of Commissioners,
Walnut Township Trustees

aug 1 2024

Dear Steve Davis, Jeff Fitz, David Legacy

I am opposed to the Eastern Cottontail utility scale solar project planned for 1,550 acres of Walnut Township in Fairfield County Ohio.

1. Because I feel it could blind pilots vision from the glare.
2. I feel it could cause flooding in the area.
3. because it could harm the flight pattern of birds and insects such as butterflies, lightning bugs dragonfly etc.

The monarch butterfly needs milkweed yellow finch feed on thistle seed

Not to mention wild fowl and animals

We need meadows of wild flowers and beauty not solar pannels.

Sincerely
Shiley A Brannon
5064 Dahlia Dr. NE

phone 740 246 5347 Thornville Ohio 43076

August 6, 2024

**Ohio Power Siting Board
180 E. Broad Street
Columbus, OH 43215**

RE: **Case #24-0495-EL-BGN**

Dear Ohio Power Siting Board,

I am sending you this letter as an extremely concerned resident, landowner, and farmer asking you to **DENY EDF-Renewables' Eastern Cottontail utility-scale solar project**. I live immediately adjacent to a proposed project in Walnut Township in Fairfield County.

My concerns include but not limited to profound loss of prime farmland, major construction impacts, potential for fires and inability to manage them, the significant impact to our precious wildlife, my rights as a property owner and the significant devaluation of my home and the loss of peaceful countryside.

My husband and I built our home in the quiet countryside of rural Fairfield County 22 years ago. It was our dream and intent to raise our family and retire from this home. If this project is approved, my beautiful country home and yard will be surrounded by solar panels. No one in their right mind wants this!

Agriculture—profound loss of prime farmland, damage to field tiles, noxious weeds, land will possibly never be able to be farmed well again due to soil compaction and damage to topsoil, the loss of a generation of farmers who know how to care for the land, run off onto adjacent property which is MY HOUSE! Contamination and leaching into my well water supply is extremely concerning- where else am I going to get water?

Construction—noise, dust, flooding, amount and speed of traffic, hundreds of non-residents in the area, road damage, sound of driving posts into the ground from sun up to sun down. The planned drop zone is immediately next to my house! This is unacceptable and I will no longer feel safe at my home or in my yard.

Fires—our small fire department is not equipped to fight a fire in an industrial solar area.

Wildlife—deer and other wildlife will be disrupted causing accidents, loss of habitat and even death to the wildlife.

Property rights adjoining landowners who chose to live/invest in this property in an area zoned as rural residential need to be protected. I did not purchase and build in any other zoned area. It is zoned residential for a reason.

Property values of the surrounding area will go down, according to a recent major study. No one will ever buy a home next to and surrounded by solar panels.

Loss of tranquil, rural countryside—construction will greatly disrupt our lives and we will forever lose the peace and beauty of our area. I will no longer be able to let my pet in the back yard and feel safe that she can wonder undisturbed. I will no longer feel safe letting my child play in the back yard.

I again ask you to **DENY** the **Eastern Cottontail solar project**.

Thank you for your time,
Sandra Wagner
8680 Lake Road NE
Millersport, Ohio 43046
(740) 215-8353

Cc: Balderson, Schaffer, LaRe, Miller, Fairfield County Board of Commissioners, Walnut Township Trustees

08/13/2024

038

David Levacy, Commissioner
Jeff Fix, Commissioner
Steve Davis, Commissioner
210 East Main Street, Room 301
Lancaster, Ohio 43130

Bill Yates, Trustee
Terry Horn, Trustee
Doug Leith, Trustee
11420 Millersport Road
Millersport, Ohio 43046

Dear Commissioners and Walnut Township Trustees,

I am writing today in support of the Eastern Cottontail Solar project in Fairfield County.

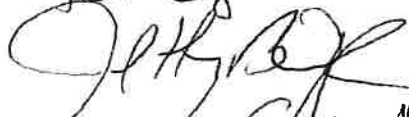
We have the ability to create high-wage jobs close to home, adding value to my community and our local economy. Our energy supply should be diverse and provide opportunities for our workforce. Projects such as Eastern Cottontail help facilitate the development of a thriving workforce of local Ohioans.

Eastern Cottontail Solar will support approximately 450 project development and onsite labor jobs, in addition to 7 long-term jobs for operations and maintenance.

These construction jobs are essential to the health of our economy and development as well. Local small businesses such as restaurants will see a measured increase in traffic through the project building, driving incentives to create more business within the community and further supporting Fairfield County. A project like this is an invaluable way to create economic growth without sacrificing the community.

I urge you to approve this project.

Name: Jeff Ogilvie

Address: 
7942 Spring Mill Dr
Canal Winchester OH 43110

cc: Ohio Power Siting Board

David Levacy, Commissioner
Jeff Fix, Commissioner
Steve Davis, Commissioner
210 East Main Street, Room 301
Lancaster, Ohio 43130

Bill Yates, Trustee
Terry Horn, Trustee
Doug Leith, Trustee
11420 Millersport Road
Millersport, Ohio 43046

Dear Commissioners and Walnut Township Trustees,

I am a resident of Fairfield County in favor of the proposed Eastern Cottontail Solar project.

Eastern Cottontail will be a clean, quiet neighbor to our county while bringing the advantages of expanding our tax revenues and producing energy necessary to power our homes and businesses. Many municipalities, including our schools, will profit greatly from the creation of this project.

This is a win-win for local taxpayers, reducing the burden of raising taxes through levies and ensuring the school has a robust revenue stream for years to come.

I am proud to be a part of supporting economic development that will have a lasting, positive impact on the education of our children within Fairfield County.

This project is a great opportunity to show support for the development of Fairfield in a responsible way that benefits our community.

I urge you to support Eastern Cottontail Solar.

Name:

Ellen Holbrook

Address:

1825 N. Columbus St.
Lancaster, Ohio 43130

cc: Ohio Power Siting Board

David Levacy, Commissioner
Jeff Fix, Commissioner
Steve Davis, Commissioner
210 East Main Street, Room 301
Lancaster, Ohio 43130

Bill Yates, Trustee
Terry Horn, Trustee
Doug Leith, Trustee
11420 Millersport Road
Millersport, Ohio 43046

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This project is a great opportunity to show support for the development of Fairfield in a responsible way that benefits our community.

I urge you to support Eastern Cottontail Solar.

Name: *Skye Vanbundy*

Address: *545 King St.
Lancaster, OH 43130*

cc: Ohio Power Siting Board

*Renewable energy is ESSENTIAL
for the future of Fairfield County.*

Fairfield Features



August 2024

Volume 26 Issue 2

The Fairfield Features is published quarterly by the Fairfield Soil & Water Conservation District
831 College Avenue, Suite B, Lancaster, Ohio 43130 (740) 653-8154

Please join us for the Fairfield SWCD 81st Annual Meeting

When: Thursday, September 12, 2024

Where: Wagnalls Memorial Library Community Room
150 E. Columbus Street
Lithopolis, OH 43136

Time: 5:30 - 8:00 p.m.

Cost: \$20 - RSVP by Friday, August 30 (reservation form can be found inside).

Agenda: 5:30 - 6:30 p.m. -- Board of Supervisors Election
6 - 6:45 p.m. -- Buffet meal catered by Cheers Chalet (apple
bourbon chicken, loaded mashed potatoes, country green
beans, drinks and desserts)
6:45 - 7:15 p.m. -- Conservation Awards
7:15 - 8:00 p.m. -- Emily McClay of Wagnalls Memorial will take
us on a tour of the library sharing the unique history of
the building and architecture, art on display,
and Mabel Wagnalls family who started it all.

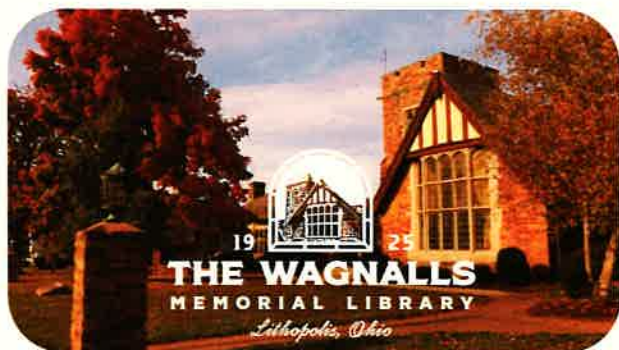


Photo from The Wagnalls Memorial Facebook page

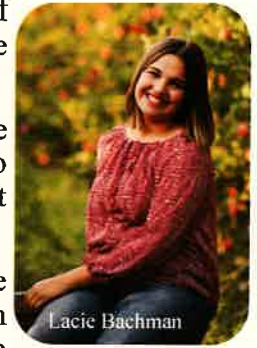


The Fairfield County Fair is scheduled for October 6-12. Please check our website for more information regarding the status of our booth location.

2024 SWCD SCHOLARSHIP RECIPIENTS

Lacie Bachman of Carroll, Rachel Weaver of Lancaster, and Rosemary Beiter of Pleasantville were all chosen to be recipients of the Fairfield SWCD 2024 annual college scholarship.

Lacie is a graduate of Bloom-Carroll High School and will be attending The Ohio State University this fall where she will be majoring in Sustainable Plant Systems. She hopes to positively impact the agricultural community through research in plant genetics and frost resistance apples.



Rachel is a graduate of Amanda-Clearcreek High School and will be attending Clemson University this fall where she will be majoring in Environmental Sustainability. She plans to later attend law school and use her skill to represent farmers on current agricultural issues.

Rosemary is a graduate of Fairfield Union High School and will be attending The Ohio State University this fall where she will be majoring in Environmental Engineering. She is excited to bring together her love of math, science, and the outdoors to one day design and create wetland ecosystems.



The Fairfield SWCD offers three college scholarships annually for any graduating high school seniors that plan to pursue a degree in the fields of Agriculture, Natural Resources Conservation, or Environmental Education. Any eligible upcoming 2025 Fairfield County high school seniors should apply in the Spring of 2025. Applications can be obtained from the SWCD office and through the Fairfield SWCD website at www.fairfieldswcd.org under Educational Resources.

FAIRFIELD SWCD WELCOMES NEW EMPLOYEE

MARGARET ROBERTS is the new Urban/Geomatic Technician at Fairfield Soil and Water Conservation District. Her main duties include assisting with community permitting agreements, performing storm and sediment reviews and inspections, and collecting map data.

Prior to her new role, Margaret was the Ohio Department of Agriculture's Area 5 intern hosted at Fairfield SWCD during the summer of 2023, where she became familiar with local conservation practices and area staff. Margaret graduated from Ohio University in May of 2024, where she majored in Environmental Sciences and minored in Geography.

Margaret loves Fairfield County's natural beauty and is excited to serve her home community. She is proud to say that she has never missed a year of the Fairfield County Fair, where she loves to watch the combine derby and eat sugar waffles. Margaret also enjoys competing in trivia nights, trying new recipes, and looking for four-leaf clovers.



NEW SERVICE FORESTER FOR FAIRFIELD COUNTY

Cameron Bushong is the new State Service Forester for Fairfield County. He can be contacted by phone at 740-517-5586 or email at Cameron.Bushong@dnr.ohio.gov.

SAVE THE DATE

The 2024 Fairfield County Regional Planning Commission (RPC) Stormwater Advisory and Education Subcommittee Meeting will be held on November 7th at 2:30 p.m. at the RPC Office at 138 West Chestnut Street, Lancaster, OH 43130.

SUPERVISOR ELECTION INFO....CAST YOUR VOTE

The Ohio Soil and Water Conservation Commission will cause an election of Supervisors of the Fairfield Soil and Water Conservation District (SWCD) to be held in accordance with Chapter 940 of the Ohio Revised Code. Individuals who own or occupy land within the Fairfield SWCD and are 18 years of age or older may vote for supervisor.

There are three (3) ways an eligible voter can cast a ballot:

1. At the Fairfield SWCD office from August 14 until September 12 during normal business hours of 8 a.m. - 4 p.m. Monday - Friday; or
2. At the SWCD Annual Meeting, which will take place at the Wagnalls Memorial on Thursday, September 12 from 5:30 p.m. - 6:30 p.m.; or
3. Voting absentee from August 14 until September 12, by requesting the Ballot Application and Election Ballot from the Fairfield SWCD office at 831 College Avenue, Suite B, Lancaster, OH 43130, by calling (740) 653-8154, or by emailing boardelection@fairfieldswcd.org. Absentee ballots (mailed or delivered in-person) must be received by the Fairfield SWCD office by 4 p.m. on Thursday, September 12.

Two supervisors will be elected to three-year terms commencing January 1, 2025, and ending December 31, 2027. Nominees are: Linda Claypool, Clarissa Lawlis and Doug Tenney (see bios below).

MEET THE CANDIDATES

LINDA CLAYPOOL

Linda is a lifelong resident of Hocking Township in Fairfield County. She graduated from Lancaster High School and Ohio University. Linda and her late husband Dan have a son Jason, his wife Michelle and two granddaughters Ashley and Carley. She started as a legal secretary before spending 15 years in commercial banking as a loan officer and manager. Prior to retiring in November 2017, she spent more than 26 years with USDA, Farm Service Agency assisting farmers with financial needs related to farm operating and real estate purchases.

Linda is currently a Farm Bureau member and a member of the Hocking Township Board of Appeals, having served the township on various boards for several years. In past years she has been a member of the American and Ohio Bankers Association, National and Ohio Realtors Association and National/Ohio Association of Credit Specialists. Linda has served two three-year terms and is currently Treasurer of the Fairfield SWCD Board of Supervisors.



CLARISSA LAWLIS

Clarissa has lived in Fairfield County for most of her life. She graduated from Liberty Union High School, and earned her Bachelor's degree in Zoology and a master's degree in Environmental and Natural Resources from The Ohio State University.

Clarissa has always had a passion for the outdoors and agriculture. Growing up, Clarissa was active in the Girl Scouts, 4-H, and FFA. She carried her love of the outdoors into her career. She was a research associate and an aquatic science instructional aide at OSU's main campus.

Clarissa has worked as a malacologist for more than a decade for Lewis Environmental Consulting, conducting aquatic surveys for various clients. Clarissa cares greatly for the environment, and she is eager to use her knowledge and experience to benefit the Fairfield Soil and

Water Conservation District.



DOUG TENNEY

Doug grew up on a dairy farm in Knox County, active in 4-H and FFA. He is an Ohio State graduate with a B.S. in Agricultural Economics. Doug has continued his connection with the university by serving on the alumni board of ATZ/FarmHouse Fraternity for 33 years, building relationships with generations of students.

A Fairfield County resident for 43 years, Doug has a true heart for the agricultural community as a local grain marketer and commodity broker. Quality and conservation of our soil and water are key concerns of the producers he serves daily.

Doug is a current member and supporter of the Ohio 4-H Foundation Board, past member of the Fairfield County Extension Advisory committee, and Lithopolis Village Council. He is a longtime columnist for Ohio's Country Journal and a 1999 graduate of the OSU LEAD program.

Doug is an involved member of the Lancaster Vineyard Church. He is an avid cyclist, regularly pedaling the back roads of our county, often seeing the devastating effects of soil erosion on farmland. Doug has served one three-year term and is currently Chair of the FSWCD Board of Supervisors.



OPPORTUNITIES WITH OLHAP: THE OHIO LANDOWNER/HUNTER ACCESS PARTNERSHIP PROGRAM

The OLHAP program is funded in part by the USDA Voluntary Public Access-Habitat Improvement Program (VPA-HIP) and offers farmers and landowners financial compensation for allowing public hunting on private lands. The goal is to provide public access to over 20,000 acres of private land across the state of Ohio, and habitat practices may also be financially incentivized through the program.

Eligibility: All landowners statewide are eligible to apply for the program. Those with a significant amount of wildlife habitat established on their property and those enrolled in designated conservation programs will be given preference.

Incentive Payments: Payments will be issued to enrolled landowners on a per-acre basis for providing public access to lands they own. Annual payments will be \$2.00/acre for agricultural lands and \$30.00/acre for perennial wildlife cover.

Contracts: Enrollment contracts are for 2 years, with the possibility of reenrollment.

Once Enrolled:

Hunting Opportunities: Public access will be granted through an online check-in system from September 1st to June 1st each year between the hours of 5:30 AM and 10:00 PM. All hunting opportunities, except deer gun hunting, are permitted.

Landowners Requirements:

- Post and maintain accurate signage according to the OLHAP agreement.
- Maintain or increase current wildlife habitat enrolled.
- Maintain ownership and control throughout the agreement period.

OLHAP User Requirements:

- Agree to hold landowners harmless for liability while on the property.
- Have an OLHAP Permit while on the property.
- Follow all the rules for the OLHAP program.

Access Permits: Free daily OLHAP access permits can be obtained at *wildohio.gov* with a valid customer ID or on the HuntFishOH mobile app.

If you are interested in signing up or have other questions about the OLHAP program, please contact our Wildlife Specialist, Lauren Vires at 740-415-3905 or lauren.vires@fairfieldswcd.org.



**FAIRFIELD SWCD'S 81ST ANNUAL MEETING
THURSDAY, SEPTEMBER 12, 2024**

NAME(S) _____
 ADDRESS _____
 PHONE _____ EMAIL _____

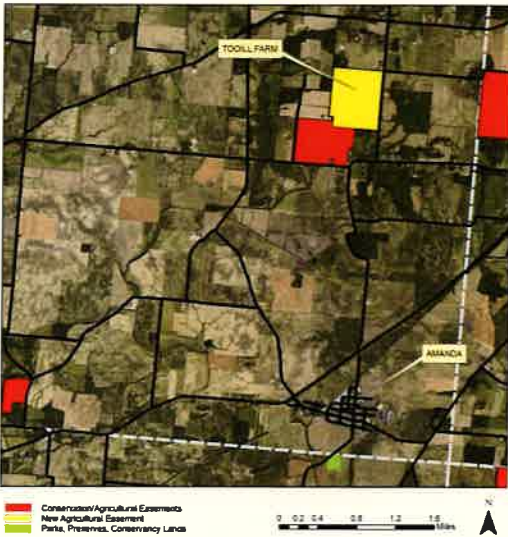
Total Number of Tickets _____ **x \$20.00 = \$** _____

PLEASE MAIL AND MAKE CHECKS PAYABLE TO: **Fairfield SWCD, 831 College Ave., Suite B, Lancaster, OH 43130**

RSVP BY FRIDAY, AUGUST 30, 2024

SORRY, TICKETS CANNOT BE REFUNDED.
 Please note: You will not receive a confirmation notice.

ANOTHER AG EASEMENT CLOSED



The Board of Fairfield County Commissioners closed their 34th Agricultural Easement in July with the Tooill family of Amanda Township with support from the Ohio Department of Agriculture and the Clean Ohio Fund.

Agricultural easements place restrictions upon the land in perpetuity that will limit non-agricultural development activities. The Board of Fairfield County Commissioners took leadership of farmland preservation efforts 22 years ago with the Fairfield Soil and Water Conservation District serving as their landowner liaison and annual monitoring agent. This new 198 acre easement brings the total of agricultural easements held in part by the Board of Fairfield County Commissioners to 4,331 acres of 5,308 acres of easement protected agricultural lands in the county. This is the third agricultural easement in Amanda Township.

The United States Department of Agriculture (USDA) prohibits discrimination in its programs on the basis of race, national origin, sex, religion, age, disability, political beliefs and marital or familial status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact the USDA TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint, write the Secretary of Agriculture, U.S. Department of Agriculture, Washington D.C. 20250 or call 1-800-245-6340 (voice) or (202) 720-1127 (TDD). USDA is an equal employment opportunity employer.

DISTRICT SUPERVISORS

Linda Claypool
 Cheyenne Erb
 Amber Hoisington
 Gregg Pontius
 Doug Tenney

DISTRICT PERSONNEL

Nikki Drake
 Jonathan Ferbrache
 Molly Gilleland
 Christina Holt
 Chad Lucht
 Margaret Roberts
 Lauren Vires

NRCS PERSONNEL

Torrance Corbin
 Jacob Eldridge
 Dave Libben

Please Don't Trash Me — Pass Me!
 I'm recycled and recyclable!

4095
 FAIRFIELD CO. COMMISSIONERS
 210 E MAIN STREET #301
 LANCASTER OH 43130

ADDRESS SERVICE REQUESTED

831 COLLEGE AVENUE, SUITE B, LANCASTER, OH 43130



FAIRFIELD SOIL & WATER CONSERVATION DISTRICT
 046

Non-Profit Org.
 U. S. Postage
 PAID
 Lancaster, Ohio
 Permit No. 235

08/13/2024



FAIRFIELD
COUNTY • OHIO

PROBATE COURT

CLERK OF COURTS

RECORDER



Terre L. Vandervoort
Probate Court Judge



Branden C. Meyer
Clerk of Courts



Lisa McKenzie
Recorder

Prepare now to avoid the Probate process later.

www.FairfieldGoodDeeds.com

Probate Court



Terre L. Vandervoort
Probate Court Judge

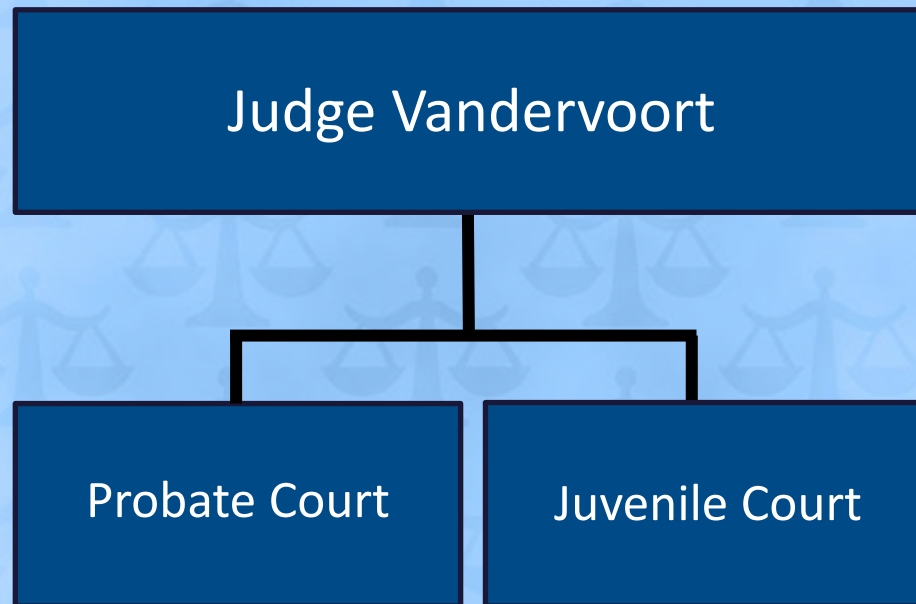
08/13/2024



Probate Court



Terre L. Vandervoort has served as Fairfield County Probate and Juvenile Court Judge since August 2013, when she was appointed by Governor John Kasich. She previously served 20 years as the first elected female prosecutor in her community. Judge Vandervoort is a graduate of Lancaster High School, Miami University, and The Ohio State University Law School.



Probate Court



Juvenile Court

- Delinquency
- Truancy
- Abuse, Neglect, Dependency
- Juvenile Traffic
- Adult Criminal Non-Support

Probate Court



Probate Court

- Estates
 - Over 600 per year
- Guardianships
 - Approximately 100 new cases per year
 - Approximately 700 open Guardianships
- Adoptions
 - Approximately 50 per year
- Name Changes
 - Approximately 100 per year
- Civil Commitments
- Other

Probate Court



Estates

- 3 Main Types
 - Summary Releases
 - Release from Administration
 - Full Administration
- Vary from simple to more complicated dependent upon:
 - Amount of court costs
 - Complexity/likely need for attorney
 - Amount of paperwork required
 - Average length of time from opening to closing of estate

Probate Court



Summary Release

- Eligibility
 - Surviving spouse entitled to all assets, and assets are \$40,000 or less, OR
 - Applicant paid funeral bill; funeral bill is less than \$5,000, and assets are less than funeral bill.
- Court Costs
 - \$139
- Length of Time
 - 1 week

Probate Court



Release from
Administration

- Eligibility
 - Assets less than \$100,000 and surviving spouse is entitled to all assets, OR
 - Assets are less than \$35,000 and there is no surviving spouse.
- Court Costs
 - \$169 without a will
 - \$189 with a will
- Length of Time
 - 30-60 days

Probate Court



Full Estate Administration

- Eligibility
 - All estates that are too large to qualify for the other 2 categories
- Court Costs
 - \$199 without a will
 - \$229 with a will
- Length of Time
 - 6-12 months. Sometimes longer.

Probate Court



Important Takeaways

- Planning. Planning. Planning.
- Plan now for less work for loved ones down the road.
- As your situation changes, update your plan.
- Consider your need for legal counsel.
- Consider:
 - Stocks
 - Bonds
 - CDs
 - Bank Accounts
 - IRAs
 - Life Insurance
 - 401k (s)
 - Annuities
 - Investment Accounts

Clerk of Courts

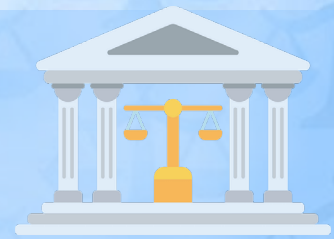


Branden C. Meyer
Clerk of Courts

08/13/2024



About the Office



Legal Department handles documents and filings for five separate areas:

- Civil Division (civil cases generally over \$15,000, foreclosures, other civil actions)
- Criminal Division (felony criminal cases)
- Court of Appeals Division (cases appealed to the 5th District Court of Appeals)
- Domestic Relations Division (divorces, dissolutions, parenting)
- Records Division (handles public records requests and maintains 22 million pages of records for all departments)

**The Court of Common Pleas serves as a trial court for all civil, criminal, and domestic relations cases that occur within Fairfield County.*

Title Department issues titles for cars, trucks, motorcycles, trailers, and watercraft.

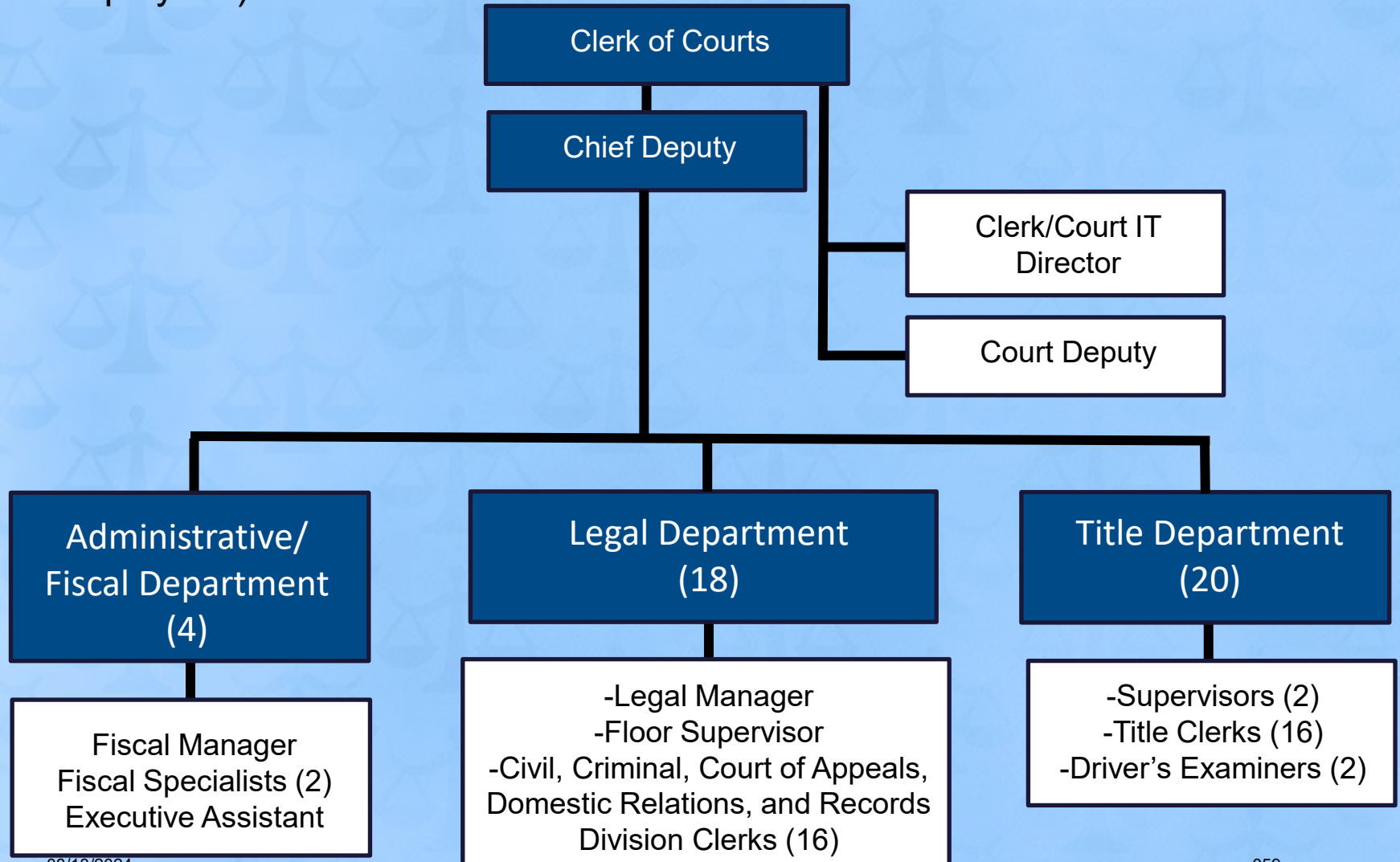
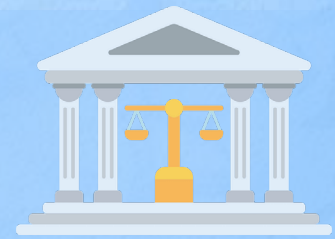
- An authorized office to accept passport applications by the U.S. Department of State.
- The Pickerington Title Office serves as a Driver's Exam station through partnership with the Ohio Bureau of Motor Vehicles.

**The Clerk of Courts' office does not issue license plates, vehicle registration or driver's licenses. These are issued through the Ohio BMV.*



Office Organization

(45 employees)



Beneficiary Designations



- Surviving Spouse
- *With Rights Of Survivorship*
“WROS”
- *Transfer On Death* “TOD”

Surviving Spouse



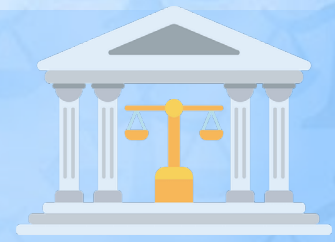
- Affidavit submitted to title office by surviving spouse to transfer \$65,000 worth of vehicles, outside of Probate.
- Definition of “automobile” includes passenger cars, motorcycles and trucks.
- One boat and one motor can also be transferred into surviving spouse’s name.
- Liens, if any, transfer to the new title in the name of the surviving spouse, with the assistance of the lienholder.
- Surviving spouse affidavit may not be used to transfer recreational vehicles.

Statutory citation: ORC 1548.11, 2106.18, 2106.19, 4505.10

VEHICLE IDENTIFICATION NUMBER		TYPE OF TITLE	TITLE NUMBER			
1990	MAZD	UTD	4D 4 00000 02700			
PREVIOUS TITLE NUMBER AND DATE		DATE OF ISSUE				
		07/12/2010				
YEAR	MAKE	MODEL	BODY STYLE	GVW	WEIGHT	TYPE OF FUEL
1990	MAZD	UTD	4D	4	00000	02700
NAME		SIGNATURE	DATE			
EXACT AMOUNT		FVC: hereby sold, encls.				
MONTH		DAY	YEAR			
Buyers name		Olivia				
Signature		08/13/2024				
Printed Name		Olivia				



With Rights Of Survivorship “WROS”



- Designation used when 2 owners appear on the title, and both want their half to pass to surviving owner.
- Liens, if any, transfer to the new title in the name of the surviving owner, with the assistance of the lien holder.
- The beneficiary on a title may be an individual, a company or a trust.
- WROS may be used on any and all types of vehicles, recreational vehicles, mobile homes or watercraft.
- The beneficiary DOES HAVE ownership interest while the owner is living.
- The two owners may or may not be related.

Statutory citation: ORC 2131.12



Transfer On Death “TOD”



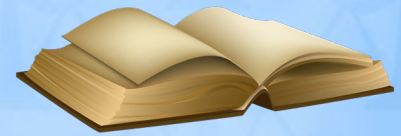
- Designation used when 1 owner appears on the title who wishes to pass ownership to a beneficiary.
- Liens, if any transfer to the new title and beneficiary(ies), with the assistance of the lienholder.
- There may be 1, 2 or 3 beneficiaries and these may be changed at any time.
- The beneficiary on a title may be an individual, a company or a trust.
- TOD may be used on any and all types of vehicles, recreational vehicles, mobile homes or watercraft.
- The beneficiary HAS NO ownership interest while the ownership interest while the owner is living.
- The owner and beneficiary may or may not be related.

Statutory citation: ORC 2131.13

08/13/2024



Recorder

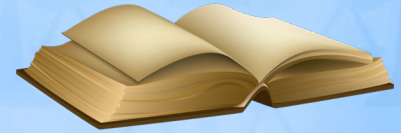


Lisa McKenzie
Recorder

08/13/2024

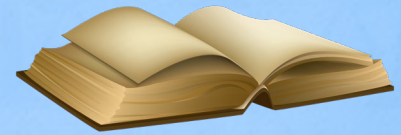


Recorder



- The Recorder's office makes a complete, accurate and permanent record of every document pertaining to the conveyance and encumbrance of land within Fairfield County.
- Maintains permanent land records, retains them in archival form, and makes them accessible to the public.
- Enforces more than 1,000 sections of the state law in the Ohio Revised Code pertaining to the duties of the Recorder's office.
- Takes great care to ensure that every document received is accurately filed, recorded and indexed.
- Those documents can consist of Deeds, Mortgages, Plats, Leases, Soldier Discharges, Misc. Liens and Records.





Deed

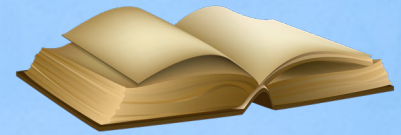
- Let's start with your Deed. You should have the original. Deeds are sent out typically in a title package from the company or attorney that does the closing. A little different than a car title, you get them upfront, not when you pay off a mortgage.

How do I get a copy?

- Documents dated August 1996-current are scanned images and can be found on the Recorder's website. The website also offers a search option for older Deeds using our Deed Indexes. These indexes provide the location of the document in our records; however, images are not currently available. We do have a reference guide on our site of how to utilize this type of search.

Note: there is no log-in and you can print for free online at www.co.fairfield.oh.us/Recorder

- If you have trouble locating your deed on our site, you may call our office and our staff can assist you.



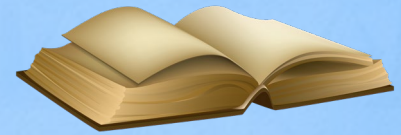
Helpful Tips

Be Mindful:

- Scammers are out there. They will send you letters offering to acquire a copy of your deed for an excessive fee. Please call our office first. Most people already have their deed, but if you cannot find it, we will make one for you at no charge.
- Both Survivorship Deeds and Transfer Upon Death Designations will keep your real estate (one of your most valuable assets) out of Probate Court.

Look at your deed:

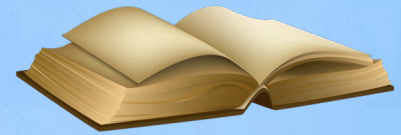
- How are you in title? By yourself or with someone else?
- When should you consider updating your Deed? Your Deed does not include Survivorship language or name Transfer Upon Death Beneficiaries.



Best Practices

Survivorship Deed is when 2 or more people are in title together and when someone dies the property can easily transfer to the remaining survivor(s) with an Affidavit and Certified Copy of a death certificate. If you are in title alone and want to add someone to your deed using survivorship they will become a joint owner to the property.

Survivorship deed O.R.C. 5302.17



Best Practices (continued)

TRANSFER UPON DEATH DESIGNATION AFFIDAVIT

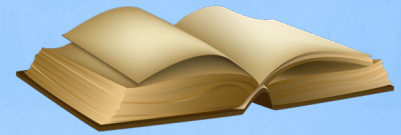
If you have a Warranty Deed, and you are the only person in title, now is the time to put your real estate in Transfer Upon Death. This allows your interest in the property to easily transfer with an Affidavit & Certified copy of the death certificate to your named beneficiaries.

Transfer Upon Death O.R.C. 5302.22, 5302.23

Please keep in mind these are legal documents and the Recorder cannot aid in document preparation. We always recommend a real estate attorney or title agency to assist you in choosing the proper document to best suit your needs.

08/13/2024





Property Fraud Alert

Property Fraud occurs when someone records a fraudulent document in the county land records office, making it look like they own your home or property.

Property Fraud Alert is a notification service that alerts subscribers against the possibilities of fraudulent activity being committed against their property.

Sign up for Free by visiting ***PropertyFraudAlert.com***, by scanning the QR code or call Property Fraud Alert Hotline at 800-728-3858.



Fairfield County, Ohio

PROPERTY FRAUD ALERT

If you require assistance to sign up please call us at 800-728-3858.

Property Fraud Alert is an online subscription service offered to the public that allows them to have their name monitored within the Recorder's office in order to track possible fraudulent recordings that affects their property.

The threat of mortgage fraud and identity theft crimes continue to rise, and all too often victims of these types of fraudulent activities are unaware their homes or identity have been stolen. While Property Fraud Alert does not prevent fraud from happening; it provides an early warning system for property owners to take appropriate actions should they determine possible fraudulent activity has taken place.

It's simple! Just enter your personal and/or business name and you will be notified when a document is recorded with your name match.

[Continue](#)

[Learn more about the Property Fraud Alert service](#)

Lisa McKenzie
County Recorder
(740) 652-7100
Monday - Friday 8:00 a.m. - 4:00 p.m.
210 East Main Street, Lancaster, OH
43130

08/13/2024

*Register in English or Spanish.
Choose how you want to be notified:
Text, Call or Email.*



Good Deeds Website



ELECTED OFFICIALS • COUNTY AGENCIES COUNTY RESOURCES • FYI JOB OPPORTUNITIES BID PROJECTS



FAIRFIELD COUNTY GOOD DEEDS PROGRAM



PREPARE NOW TO AVOID THE PROBATE PROCESS LATER



Terre L. Vandervoort
Probate Court Judge

PROBATE COURT



Branden C. Meyer
Clerk of Courts

CLERK OF COURTS



Lisa McKenzie
Recorder

RECORDER

Fairfield County Probate Court, Clerk of Courts Office and Recorder's Office are offering the Good Deeds Program to residents of Fairfield County and their families to prepare now to avoid the Probate Court process later.

There are two reasons to avoid Probate Court:

- It can be very expensive.
- It can tie up property for many months.

This program will help prepare you to:

- Transfer a vehicle or boat title into Survivorship.
- Designate beneficiaries on vehicles and boats.
- Locate and identify the type of real estate deed you have.
- Connect with local attorneys who will prepare a real estate a Survivorship deed for a flat fee.

SKIP PROBATE
PROCEED STRAIGHT TO YOUR INTENDED BENEFICIARY

The Good Deeds Program is intended to help avoid both cost and delay.

GUIDES/HANDOUTS

CALENDAR OF EVENTS

FIND AN ATTORNEY

Fairfield County
Probate Court

Hall of Justice
3rd Floor
224 E. Main Street
Lancaster, Ohio 43130
740-652-7485

Fairfield County
Clerk of Courts

Lancaster Title Office
982 Liberty Drive
Lancaster, Ohio 43130
740-652-7540

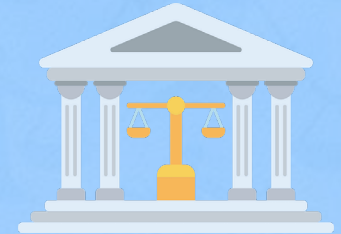
Pickerington Title Office
12945 Stonecreek Drive
Pickerington, Ohio 43147
614-835-2610

Fairfield County
Recorder

Administrative Courthouse
2nd Floor
210 E. Main Street
Lancaster, Ohio 43130
740-652-7100

08/13/2024

www.FairfieldGoodDeeds.com
GoodDeeds@FairfieldCountyOhio.gov



www.FairfieldGoodDeeds.com

GoodDeeds@FairfieldCountyOhio.gov





PROBATE COURT

CLERK OF COURTS

RECORDER

Fairfield County Probate Court

Hall of Justice- 3rd Floor
224 E. Main Street
Lancaster, Ohio 43130
740-652-7485

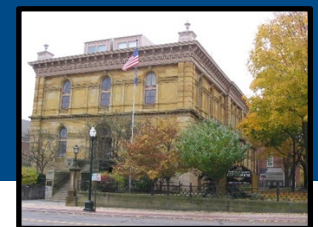
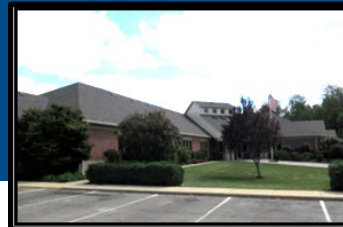
Fairfield County Clerk of Courts

Lancaster Title Office
982 Liberty Drive
Lancaster, Ohio 43130
740-652-7540

Pickerington Title Office
12945 Stonecreek Drive
Pickerington, Ohio 43147
614-835-2610

Fairfield County Recorder

Administrative Courthouse-
2nd Floor
210 E. Main Street
Lancaster, Ohio 43130
740-652-7100





FAIRFIELD
COUNTY · OHIO

PROBATE COURT

CLERK OF COURTS

RECORDER

Fairfield County Probate Court
Hall of Justice- 3rd Floor
224 E. Main Street
Lancaster, Ohio 43130
740-652-7485
Monday-Friday
(8:00 AM-4:00 PM)

Fairfield County Clerk of Courts
Lancaster Title Office
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Fairfield County Recorder
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Lancaster, Ohio 43130
740-652-7100
Monday-Friday
(8:00 AM-4:00 PM)



Prepare Now to Avoid the Probate Process Later

There are two big reasons to avoid the probate process:

1. It can be very costly and
2. It can tie up property for many months. The Good Deeds Program is intended to help avoid both cost and delay.

This Good Deeds checklist is designed to help Fairfield County residents protect their most valuable assets now and in the future. Here, for your legal education and consideration, are several low or no-cost ways to avoid probate and save your family time, money and hassle down the road.

GoodDeeds@FairfieldCountyOhio.gov
www.FairfieldGoodDeeds.com



Real Estate Survivorship Deeds for Couples

Unless your property is in a trust or an LLC, your deed **MUST** include language to the effect of “for their joint lives, remainder to the survivor of them.” Otherwise, your property would be considered a probate asset. Therefore, in most cases, couples buying property may want survivorship language in the deed at the time of the purchase. If there is no survivorship language, couples should consider a “survivorship deed” which includes survivorship language. If a person wishes to add a second person to a deed, he or she may also do this by way of survivorship deed, but be aware that the additional person becomes a co-owner of the property, which could expose your property to that person’s creditors.

You should consult with an attorney before executing a survivorship deed.

Transfer On Death (TOD) Affidavit for Singles and Widows: Single property owners may want to file a TOD Affidavit that states the individual’s name, legally identifies the property and names the beneficiary or beneficiaries upon death. This sworn statement must be filed with the Fairfield County Recorder’s Office.

You should consult with an attorney before executing a transfer on death.

For questions regarding deed recordings and copies of deeds contact...

**Fairfield County Recorder: 740-652-7100
Lisa McKenzie, Recorder**

Administrative Courthouse
210 E. Main Street, Lancaster, Ohio 43130

Online Deed Search:

www.co.fairfield.oh.us/Recorder

08/13/2024



Motor Vehicles

Surviving Spouse/Married couples: A surviving spouse may transfer motor vehicle titles by showing their spouse’s death certificate, assuming the vehicles have a combined value of \$65,000.

With Rights Of Survivorship (WROS): A vehicle owned by two individuals can have a WROS notation placed on the vehicle title. At death of one of the owners, ownership passes to the surviving owner by showing the motor vehicle title and death certificate.

Transfer On Death (TOD): A vehicle owner can have a TOD notation placed on Death Affidavit that states the name(s) of the beneficiaries, their addresses and Social Security Numbers. This Affidavit may be filed with the Fairfield County Clerk of Courts Title Department for a nominal fee. At death, ownership of the vehicle passes to the TOD beneficiary by showing the motor vehicle title and death certificate.



Boats, Campers, RVs, Mobile Homes

One boat and one outboard motor may be transferred by surviving spouse. The other recreational titled assets need either a TOD or WROS notation to avoid the probate process. The procedure is similar to that of vehicle titles.

**For questions regarding titles for motor vehicles, boats, RVs, mobile homes contact...
Branden Meyer, Fairfield County Clerk of Courts**

Lancaster Title Office: 740-652-7540
982 Liberty Drive, Lancaster, Ohio 43130

Pickerington Title Office: 614-835-2610
12945 Stonecreek Drive, Pickerington, Ohio 43147
ClerkofCourts@FairfieldCountyOhio.gov
www.FairfieldCountyClerk.com

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Prepare Now to Avoid the Probate Process Later

If something happens to you, your loved ones could face unnecessary costs and delays in receiving the assets and property you want them to own.



The Fairfield County “Good Deeds” Program is a collaborative legal information and public awareness effort presented by the following:



Terre L. Vandervoort
Fairfield County Probate Judge



Branden C. Meyer
Fairfield County Clerk of Courts



Lisa McKenzie
Fairfield County Recorder

Helping Fairfield County residents protect their most valuable assets...now and in the future.

This checklist was prepared for Fairfield County residents to promote public understanding and provide information of the probate law process as a public service.

This checklist is not intended to be legal advice.
If you need an attorney, visit the Fairfield County Bar Association website at www.FairfieldCountyBar.org.

WHAT ABOUT MY WILL?

A: If you use this “Good Deeds” checklist to arrange transfer of all your assets, your family may not even need to use your Will. However, it is still important to have a Will in case something is missed and needs to be transferred through probate. For parents with younger children, a Will is important because the parents can designate their choice of guardian for their children in the Will. Your Will should be stored in a fireproof place. You may also deposit your Will with the Fairfield County Probate Court for a nominal state-required fee.

You should consult with an attorney if you need help with a Will or have any questions regarding a Will.

For questions regarding probate, estate & trust procedures contact...

Fairfield County Probate Court 740-652-7485

Judge Terre Vandervoort

Hall of Justice- 3rd Floor

224 E. Main Street, Lancaster, Ohio 43130

www.FairfieldCountyProbate.com

ADDITIONAL THINGS TO CONSIDER (consult with legal or other professionals)

Bank Accounts

Payable On Death (POD) Bank Accounts:

Single account owners can add POD beneficiaries to bank accounts at no cost. All you need are the names, addresses, and Social Security Numbers of any beneficiaries, and the bank that holds the account can do the rest. Upon death, the money is paid directly to the POD beneficiary when he/she shows a death certificate. Until that time, the beneficiary cannot access your account.

Joint Accounts: You also have the option to add an individual to an account as a co-owner, but be warned, the new co-owner will have complete access to your account and will be able to withdraw money from the account.

Bonds/Stock Shares

Savings Bonds: This asset must be jointly owned or have an official TOD notation on the bond in order to transfer directly. If one person holds bonds only in their name, they automatically become a probate asset. To add an owner to a bond or to designate a TOD beneficiary, consult with an attorney and visit:

www.treasurydirect.gov.

Individual shares of stock: Most stocks are now held in mutual fund accounts that already have a beneficiary designation on them. However, individual shares of stock must be transferred through Probate Court if you own them as an individual with no co-owner. You may place a TOD notation on shares of stock through the issuer.

CDs, Life Insurance, Annuities, Investment Accounts, Retirement Accounts, IRAs, 401(k) and 403(b) Accounts

You should have beneficiary designations on all your long-term investments. Typically, you would have identified beneficiaries when you signed up for the insurance or investment to avoid assets passing through the Probate process.

Be warned: If you name “my estate” as a beneficiary, it will become a probate asset. Check your beneficiary designation forms by asking the issuer for a copy. If divorced, check to see if you have updated your beneficiary designation.

Skip Probate...proceed straight to your intended beneficiary!

Surviving Spouse

- Affidavit submitted to title office by surviving spouse to transfer \$65,000 worth of vehicles outside of Probate Court.
- Definition of “automobiles” includes passenger cars, motorcycles and trucks.
- One boat and one motor can also be transferred into surviving spouse’s name.
- Liens, if any, transfer to the new title in the name of the surviving spouse, with the assistance of the lienholder.
- Surviving spouse affidavit may not be used to transfer recreational vehicles.
- *Statutory citation: ORC 1548.11, 2106.18, 2106.19, 4505.10.*

What Do I Need to Bring to the Title Office?

- A valid government-issued photo ID
- Original Ohio Certificate of Title
- Original/Certified copy of death certificate
- Payment for title fees (cash, check, credit/debit card)

“WROS” With Rights Of Survivorship

- Designation used when 2 owners appear on the title and both want their half to pass to the other surviving owner.
- Liens, if any transfer to the new title in the name of the surviving owner, with the assistance of the lien holder.
- The beneficiary on a title may be an individual, a company or a trust.
- WROS may be used on any and all types of vehicles, recreational vehicles, mobile homes or watercraft.
- The beneficiary DOES HAVE ownership interest while the owner is living.
- The two owners may or may not be related.
- *Statutory citation: ORC 2131.12.*

What Do I Need to Bring to the Title Office?

- A valid government-issued photo ID
- Original Ohio Certificate of Title
- Original/Certified copy of death certificate
- Payment for title fees (cash, check, credit/debit card)
- Full legal name, date of birth, address, and Social Security Number of beneficiary

“TOD” Transfer On Death

- Designation used when 1 owner appears on the title who wishes to pass ownership to a beneficiary.
- Liens, if any transfer to the new title and beneficiary, with the assistance of the lienholder.
- There may be 1, 2 or 3 beneficiaries and these may be changed at any time.
- The beneficiary on a title may be an individual, a company or a trust.
- TOD may be used on any and all types of vehicles, recreational vehicles, mobile homes or watercraft.
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- The owner and beneficiary may or may not be related.
- *Statutory citation: ORC 2131.13.*

What Do I Need to Bring to the Title Office?

- A valid government-issued photo ID
- Original Ohio Certificate of Title
- Original/Certified copy of death certificate
- Payment for title fees (cash, check, credit/debit card)
- Full legal name, date of birth, address, and Social Security Number of beneficiary



08/13/2024



Branden C. Meyer, Fairfield County Clerk of Courts

Lancaster Title Office
982 Liberty Drive
Lancaster, Ohio 43130
740-652-7540

Pickerington Title Office
12945 Stonecreek Drive
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614-835-2610

www.FairfieldCountyClerk.com



Judge Terre L. Vandervoort
Fairfield County Probate Judge



Branden C. Meyer
Fairfield County Clerk of Courts



Lisa McKenzie
Fairfield County Recorder

FAIRFIELD COUNTY PROBATE COURT

Hall of Justice- 3rd Floor
224 E. Main Street
Lancaster, Ohio 43130
740-652-7485
Monday-Friday
(8:00 AM-4:00 PM)

www.FairfieldCountyProbate.com

FAIRFIELD COUNTY CLERK OF COURTS

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FAIRFIELD COUNTY RECORDER

Administrative Courthouse- 2nd Floor
210 E. Main Street
Lancaster, Ohio 43130
740-652-7100
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(8:00 AM-4:00 PM)

www.co.fairfield.oh.us/Recorder

GOOD DEEDS PROGRAM...

Providing a simple and efficient way to avoid the time and expense of Probate Court.



FAIRFIELD COUNTY · OHIO

PROBATE COURT

CLERK OF COURTS

RECORDER

www.FairfieldGoodDeeds.com
GoodDeeds@FairfieldCountyOhio.gov

Fairfield County Good Deeds Program

Fairfield County Probate Court, Clerk of Courts Office and Recorder's Office are offering the Good Deeds Program to residents of Fairfield County and their families to prepare now to avoid the Probate Court process later.

There are two reasons to avoid Probate Court:

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This program will help prepare you to:

- Transfer a vehicle or boat title into Survivorship.
- Designate beneficiaries on vehicles and boats.
- Locate and identify the type of real estate deed you have.
- Connect with local attorneys who will prepare a real estate Survivorship deed for a flat fee.

**SKIP PROBATE>>>PROCEED
STRAIGHT TO YOUR
INTENDED BENEFICIARY**
The Good Deeds Program is intended to help avoid both cost and delay.

08/13/2024

PROBATE COURT

- When someone passes away, the Probate Court supervises the administration of their estate. This includes verifying the deceased person's assets, settling debts, and ensuring the proper distribution of assets to heirs and beneficiaries.
- Issues marriage licenses to couples who wish to get married in Ohio.
- Handles adoption proceedings, ensuring legal processes are followed when individuals or couples adopt children.
- Appoints guardians for minors or incapacitated adults who need assistance with decision-making or care.

CLERK OF COURTS

- Issues and maintains auto and boat titles issued in Fairfield County including motorcycles, manufactured homes, travel trailers, campers, motor homes, boat motors, all-terrain vehicles (ATVs), off highway motorcycles, wave runners and jet skis.
 - The Fairfield County Clerk of Courts has been designated as an authorized office to accept passport applications.
 - The Pickerington Title Office is also a Driver's Exam Station providing the in car driver's exams.
- Please note: The Clerk of Courts' office does not issue license plates, vehicle registration or driver's licenses. These are issued through the Ohio BMV.*

RECORDER

- Maintains permanent land records, retains them in archival form and makes the accessible to the public.
- Files, records and indexes including: deeds, mortgages, plats, leases, soldier discharges, misc. liens and records.
- Provides veteran's ID cards.

Additional things to consider...

For questions regarding **Transfer On Death (TOD), With Rights Of Survivorship (WROS), Surviving Spouse for Motor Vehicles, Boats, Campers, RVs and Mobile Homes**, please contact the Fairfield County Clerk of Courts office.

Bank Accounts, Bonds/Stock Shares, CDs, Life Insurance, Annuities, Investment Accounts, Retirement Accounts, IRAs, 401(k) and 403(b) Accounts
Questions regarding these assets should be directed to accountants, financial advisors or other professionals.

The Good Deeds program is provided to Fairfield County residents to promote public understanding and provide information about the probate law process as a public service.

This program is not intended to be legal advice. You should always consult with an attorney before executing a survivorship deed or with questions regarding a Will.

If you need an attorney, visit the Fairfield County Bar Association website at www.FairfieldCountyBar.org.



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Personal Records and Important Documents

Name: _____ Date: _____

Fill out this form and store it in a safe place along with other important documents. Tell your spouse or partner, adult child, trusted friend or relative where this information could be found in an emergency. If you need additional space, please attach the information on a separate sheet indicating the number and title of each section.

Social Security _____ Date of Birth _____

Contact regarding S.S. information and benefits: _____

1) Family (Spouse/Partner, Children, Close Relative or Trusted Friend; contact is phone, email or address)

Name: _____ Relation: _____ Contact: _____

Name: _____ Relation: _____ Contact: _____

Name: _____ Relation: _____ Contact: _____

2) Doctor and Other Trusted Advisors (Name and contact phone number, e-mail or address)

Physician 1 _____

Physician 2 _____

Attorney: _____

Accountant _____

3) Last Will and Testament

Location: _____

4) Burial Policy/Funeral Plan/Declaration for Funeral Arrangements

Location: _____

Contact/Phone No.: _____

5) Cemetery Property

Ownership certificate location: _____

6) Birth Certificate

Location: _____

Name on Certificate: _____

Date of Birth: _____ City/County: _____ State: _____

Father's Name: _____

Mother's Name: _____

7) Marriage License

Location: _____

Wedding Date: _____ City/County: _____

8) Divorce Records

State: _____ Location: _____

Divorce Date: _____ City/County: _____ State: _____

Attorney's Name/Phone: _____

9) Military Records

Location: _____

Military ID No.: _____ Veterans Benefits/Info.: _____

Military Retirement Benefits
(Branch of Military Contact Phone No.): _____

10) Assets (Checking Accounts, Savings Accounts, CDs, etc.)

Bank/Institution	Account Number	Name on Account	Branch Location/Phone No.

11) Safe Deposit Box

Location: _____ Key Location: _____

Contents: _____

12) Retirement, 401(k) and/or IRA Documents

Contact/Phone No.: _____

Contact/Phone No.: _____

13) Investments-Stocks/Bonds and BrokerageAccounts

Location: _____

14) Insurance Policies

Location: _____

Name of Ins. Co.	Phone No.	Policy No.	Beneficiary	Value

15) Deed(s) to Real Estate and Mortgage Information

Location: _____

Mortgage Co. Name/Policy No.: _____

Contact/Phone No.: _____

16) Automobile and Other Vehicle Ownership (Auto, truck, motorcycle, motor home, boat, etc.)

Title(s) Location: _____

Vehicle ID No.	Year	Make	Model

17) Other Assets

Description: _____

Location of Important Documents: _____

18) Debts/Credit Cards

Location: _____

Credit Card Co.	Name on Account	Account No.	Contact Phone No.

19) Loans:

Type of Loan	Contact Phone No.	Documents Located

20) Tax Records

Location: _____

Accountant's Name/Phone No.: _____

21) Personal/Business Computers

Location: _____ Username: _____

Password: _____ Answer to Security Question: _____

Location: _____ Username: _____

Password: _____ Answer to Security Question: _____

22) Personal/Business Computers

Name of Bank/Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

23) Online/Electronic Credit Cards

Name of Credit Card/Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

Name of Credit Card/Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

24) Miscellaneous Online/Digital Accounts and Websites (This includes E-mail, Facebook, Twitter, PayPal, eBay, iTunes, Flickr, cell phone accounts, photo galleries, blogging websites, etc.)

Name of Website and Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

Name of Website and Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

Name of Website and Web Address: _____

Account No.: _____ Username: _____

Password: _____ Answer to Security Question: _____

25) Miscellaneous Valuables

Item: _____ Location: _____

Item: _____ Location: _____

Item: _____ Location: _____



JUDGE TERRE L. VANDERVOORT

Fairfield County Probate Court, 224 East Main Street #308, Lancaster, Ohio 43130

THE OHIO RECORDERS' ASSOCIATION

The Ohio Recorders' Association was founded in 1927 and remains a vital organization to the present day. Membership is comprised of representatives from eighty-eight Ohio counties and their deputy recorders.

The objective of the Ohio Recorders' Association is to educate its members so the Recorders and their employees may better serve the citizens of their counties. To this end, the association sponsors continuing education seminars on topics such as current legislation, office procedures, personnel management and constituent issues.

The association encourages the development of legislation to enhance the work and efficiency of Recorders' offices and to respond to modern technological changes. Association meetings provide the opportunity for Recorders to exchange ideas, review statewide recording procedures, and promote legislation in the best interest of the citizens of Ohio.



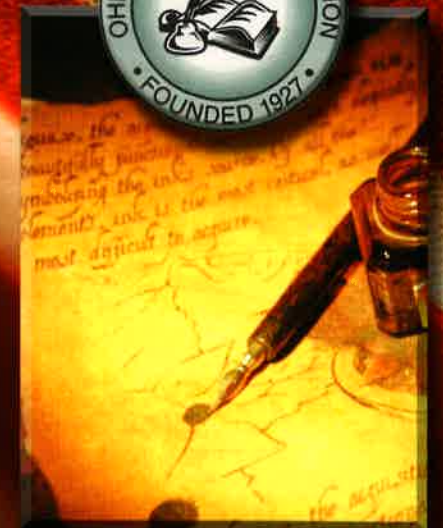
The **COUNTY** **RECORDERS'** of Ohio

process numerous documents pertaining to land transactions every year. Recorders' offices throughout the state recorded approximately 585,060 deeds and 1,113,647 mortgages in 2004 and collected approximately \$79,382,685 in fees which were paid into the general funds of the counties. In addition, approximately \$77,469,798 was collected for the Ohio Housing Trust Fund and the general fund of the state of Ohio.

08/13/2024

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OHIO'S COUNTY RECORDERS



Working for You!

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DB4



OHIO'S COUNTY RECORDERS

In Ohio it is the County Recorder who has the important and indispensable task of keeping the vital records pertaining to ownership in real estate (land) and to all encumbrances or liens upon it. Without the work of the County Recorder in recording, safekeeping and organizing all documents in a competent and logical manner, it would be nearly impossible to purchase land and be assured of a clear title or to lend money with land as security.

The Practice of Recording real estate documents is based on law in England which traveled to the New World with the colonists. Public land registrars were appointed in colonial America to keep accurate records. A system of registration was necessary to prove the rights of persons who first made claims to property.

In 1787 the Northwest Territory was formed, encompassing all lands north and west of the Ohio River. A Recorder's office was established in each county. Ohio became a state in 1803 and although the state constitution did not provide for a Recorder's office, the first state legislature mandated that a Recorder be appointed in each county by the Judges of the Court of Common Pleas. In 1829 the Recorders office became an elective position and in 1936 the term was established at four years.

Today the County Recorder keeps and maintains accurate land records that are current, legible and easily accessible. An important aspect of the Recorder's work is to index each document so it may be readily located. Accurate indexing makes it possible for persons searching land records to find the documents necessary to establish a "chain of title" (history of ownership) and ensures that any debts or encumbrances against the property are evident. These invaluable records are utilized by the general public, attorneys, historians, genealogist, and land title examiners.

In some counties, certain property is registered under the Torrens Act. This "registered land" has boundaries certified to be correct; title is guaranteed by a state insurance fund. Torrenized land records are the responsibility of the County Recorder.



Documents Filed or Recorded in the Recorder's Office...

Deeds

Warranty Deeds Survivorship Deeds
Quit Claim Deeds Sheriff's Deeds

Mortgages

Mortgage Releases Assignments
Assumptions Subordinations
Encumbrances Waivers of Priority

Certificates of Transfer Affidavits - Easements- Leases

Certificate of Title to Registered Land (Torrens Land)

Land Contracts

Plats

(Drawings showing location of lots and boundaries, usually of subdivided land.)

Condominiums

(Drawings of property where there is individual ownership of portions of a building and joint ownership of common elements.)

Partnerships - Power of Attorneys Trusts - Miscellaneous Records

Zoning Resolutions, Maps & Amendments

Annexations - Petitions State Centerline Surveys Street Name Changes Vacating of Streets and Alleys

Military Service Discharges

Financing Statements - Real Estate Only (Filed under provisions in the Uniform Commercial Code)

Corporate Mergers Name Changes, Cancellations

Bills of Sale

Liens

Mechanic's Liens and Notices of Commencement
Recognizance Bond Liens
Corrupt Activity and Medicaid Fraud Liens
Unemployment Compensation Liens
Workers' Compensation Liens and Personal Tax Liens
Federal Tax Liens and Child Support Liens



WORKING FOR YOU !

Your County Recorder:

makes a complete, accurate and permanent record of every document pertaining to the conveyance and encumbrance of land within the county.

maintains permanent land records, retains them in archival form, and makes them constantly accessible to the public.

enforces more than 1000 sections of the state law in the Ohio Revised Code pertaining to the duties of the Recorder's office.

takes great care to ensure that every document received is accurately filed, recorded and indexed.

serves on the county's RECORD COMMISSION which authorizes the retention of county records and determines when or how these government records may be disposed.

serves on the county's AUTOMATIC DATA PROCESSING BOARD* to authorize any purchase, lease or contract for data processing equipment for county offices.

serves as secretary and chief administrator of the county's MICROFILMING BOARD* to authorize any purchase, lease or contract for microfilming equipment in the county offices and to oversee the operation of the county's microfilming center and services.

collects fees for documents filed in the Recorder's office and pays these monies into the county's general fund.

maintains an accurate record of all monies appropriated to the Recorder's office for its operation.

performs all accounting functions necessary to the operation of the Recorder's office including preparation of annual budgets and reports, vouchers, purchase orders, etc., and maintains all payroll records, sick and vacation leave records and other records pertaining to the Recorder's staff.

files annually an ethics report, inventory of office equipment, affirmative action report, depository agreements for funds and every other report as required by law.

notifies boards of county commissioners and township trustees annually of their duty to file zoning resolutions, maps and amendments.

*Optional boards established by the County Commissioners in accordance with state law.
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SIGN UP FOR FREE

PROPERTY FRAUD ALERT



PROPERTY FRAUD ALERT

PROPERTY FRAUD occurs when someone records a fraudulent document in the county land records office, making it look like they own your home or property.



PROPERTY FRAUD ALERT

is a notification service that alerts subscribers against the possibilities of fraudulent activity being committed against their property.

SIGN UP FOR FREE by visiting PropertyFraudAlert.com, by scanning the QR code with your phone camera, or call the Property Fraud Alert Hotline at 800-728-3858.



Register in English or Spanish
Regístrate en inglés o español

Choose how you want to be notified!



Brought to you by

LISA MCKENZIE
Fairfield County Recorder

210 E Main St. Rm 205
Lancaster, OH 43130
(740) 652-7100



SIGNUP INFORMATION

PFA WEBSITE: www.propertyfraudalert.com

- Click your state, then click your county name, then click "Continue."
- Review the Disclaimer page, scroll to the bottom of the page, click the "I agree..." checkbox, then click "Continue."
- Enter your personal name or business name (see below for more information).

MORE INFORMATION:

- **NO COST:** The Property Fraud Alert service is free to those who sign up.
- **PHONE/TEXT:** Any text or phone call alert will come from this number: **563-227-9102**
 - It is recommended that you enter this number into your phone contacts as "Property Fraud Alert" so you recognize a text or call from the service.
 - A phone call or email alert will list specifics of the document that was recorded that triggered the alert along with a phone number to call to get more information.
 - A text alert will include a link to tap to receive more information along with a phone number to call to get more information.
- **EMAIL:** An email alert will come from this address: alert@propertyfraudalert.com
- You can enter as many personal and/or business names as you wish. You can also sign up for the same name or business multiple times and request a different contact method (email, text, phone call) for each entry.
- **NAME ENTRY TIPS:**
 - **FIRST NAME:**
 - Do NOT enter a suffix (Jr, Sr, etc.) or middle name or initial in the "First Name" field.
 - If your name can be spelled multiple ways (ex: Stephen or Steven, Stacey or Stacy, etc.), enter only a few letters of the name (ex: Ste, Stac, etc.) – the PFA service will identify any letters entered. It is NOT recommended that you enter only the first letter of your first name since you may receive an alert intended for someone else with a similar name that doesn't apply to you. You can also make multiple, separate entries for each possible version of your name.
 - **BUSINESS NAME & LAST NAME:**
 - Enter a business name in the "Business/Trust" section exactly as the business name is spelled. Consider asking the Recorder/Register office how they index the business name then enter the business name in this format.
 - Since words like "Corporation," "Incorporated," "LLC," etc. may be indexed differently in various offices, it may be best to NOT enter these words at the end of your business name entry.
 - You can make multiple, separate entries for each possible version of your business name.
 - The above information applies to Last Name entry also. If your last name can be indexed multiple ways (ex: Van Buren or VanBuren), consider making separate entries for each possible version.
 - **For TRUSTS:**
 - Consider asking the Recorder/Register office how they index trusts then enter your trust in this format in the "Business/Trust" section.
 - If you are uncertain how the end of the trust name will be indexed (ex: "Revocable Trust" or "Trust"), you can simply enter the individual name portion of the trust in the "Business or Trust Name" field. For example, if a trust is indexed as: "JOHN H SMITH REVOCABLE TRUST", a PFA entry of "JOHN H SMITH" will trigger an alert since the service will identify any value that starts with "JOHN H SMITH" (and any values after this).
 - If you are uncertain how the trust will be indexed, consider making separate entries for each possible version of the trust.

FOR MORE INFORMATION: <https://www.propertyfraudalert.com/about> or call 800-728-3858

MANUFACTURED HOMES

• The owner of a manufactured home is required to obtain a certificate of title. Manufactured homes are transferred in the same manner as motor vehicles. Owners of manufactured homes are required to register the home with the County Auditor annually and pay the taxes assessed to the County Treasurer. Ownership of a manufactured home cannot be transferred until proof of annual registration and payment of taxes is provided. If you purchase a manufactured home from a private individual, make sure that the County Treasurer and County Auditor have stamped the Certificate of Title evidencing payment of all taxes.

RECREATIONAL VEHICLES

• Law defines recreational vehicles as vehicular portable structures designed and constructed to be used as temporary dwellings for use in travel, recreation, and vacation. Recreational vehicles are titled as travel trailers, motor homes, or truck campers, depending upon whether they are self-propelled, not self-propelled, or designed to be attached to a motor vehicle.

TRAILERS

- A Certificate of Title is not required on any utility commercial trailer weighing under 4,000 pounds. To obtain license plates you must procure a Weight Card from the Ohio License Bureau and have the trailer weighed.
- Commercial trailers or semi-trailers weighing more than 4,000 pounds must have a Certificate of Title.
- To sell, transfer, or mortgage such trailers the Certificate of Title must be presented.

SALVAGED VEHICLES

- Damaged and wrecked vehicles may require a salvaged title. The owner must present a valid Ohio title, Identification and \$5.00. Salvaged autos are not operable on the highway until they are rebuilt and inspected by the State Highway Patrol.
- When you sell your car to a salvage dealer, you must surrender your signed and notarized Certificate of Title to the dealer with the assignment completed.
- To convert a salvage title to a regular title, an inspection must be made by the State Highway Patrol. A fee of \$53.50 is charged and payable to the BMV.
- The application for the inspection may be obtained at the Ohio License Bureau or the Ohio Bureau of Motor Vehicles in Columbus.

CHANGE OF NAME

- If your name is changed through marriage or court proceedings, the name on your Certificate of Title cannot be changed. There is no authority in the law to issue a new title in your new name for the same vehicle.

08/13/2024

DUPLICATE TITLES

- If the original title is lost, stolen, or destroyed, you may obtain a duplicate Certificate of Title.
- If a name on the title and Driver's License do not match, a marriage certificate, divorce decree or other court paperwork must be presented to verify the name change.

POWER OF ATTORNEY

- No person can sign for you without a notarized Power of Attorney form. This is attached to our files and becomes a part of the file. This must be an original or a certified copy.

PAYMENT OF OHIO SALES & USE TAX

- Section 4505.06 of the Ohio Revised Code requires that the Ohio sales tax and use tax be paid in cash, certified or personal check, credit/debit card, or a money order payable to the Clerk of Courts before an application for an automobile or watercraft title can be accepted.
- The Clerk of Courts is required to administer this law and collect this tax for the State of Ohio.

SALES TAX

- You must state the purchase price of the vehicle upon which your residential county's tax rate will be levied (Fairfield County is currently 6.75%).
- If a customer has purchased a vehicle less than 6 months ago while living in another state, they may need to pay additional taxes on the vehicle. Customer must bring in the bill of sale from the dealer.

TITLE FEES

Certificate of Title	\$15.00
Duplicate Title	\$15.00
Memorandum Title (issued when there is a lien)	\$5.00
Lien Recording	\$15.00
Salvage Title without lien	\$4.00
Salvage Title with lien	\$15.00
Watercraft Certificate of Title	\$15.00
Outboard Motor Title	\$15.00
Electronic Title	\$15.00
Archival Fee	\$5.00
Out of State/VIN # Inspection	\$1.50
Affidavit/Notary	\$1.00
Late Fee*	\$5.00
Sales Tax	6.75 %

*A mandatory late fee for failure to apply for a title within 30 days of the notary date will be charged.
See ORC 4505.06(A)(6).

All fees payable by cash, certified or personal check, credit/debit card. A convenience fee is charged for use of credit/debit cards.
NOTE: Fees are subject to change.

Rev. 8/2024

FAIRFIELD COUNTY CLERK OF COURTS BRANDEN C. MEYER



FAIRFIELD
COUNTY · OHIO
CLERK OF COURTS

TITLE DEPARTMENT AUTO & WATERCRAFT TITLE INFORMATION GUIDE

LANCASTER TITLE OFFICE
982 LIBERTY DRIVE
LANCASTER, OHIO 43130
740-652-7540

Monday-Friday (8:00 AM-5:00 PM)
Saturday (8:00 AM-12:00 Noon)
Closed on holiday weekends

PICKERINGTON TITLE OFFICE
12945 STONECREEK DRIVE
PICKERINGTON, OHIO 43147
614-835-2610

Monday-Friday (8:00 AM-5:00 PM)
Saturday (8:00 AM-12:00 Noon)
Closed on holiday weekends

WWW.FAIRFIELDCOUNTYCLERK.COM

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COUNTY OF RESIDENCE

- You may apply for a Certificate of Title in any of Ohio's 88 counties. A valid government issued ID is required. Taxes are calculated and paid to a buyer's county of residence.

BUYING A CAR

- Never make any alterations or erasures to a Certificate of Title. If this is done, the title becomes null and void and a replacement title will have to be obtained.
- Do not fill in any part of the Assignment or Application (on the reverse side of the title) unless it is done in the presence of a Notary Public or another duly authorized officer with the power to administer oaths.
- All signatures must be notarized.
- Your certificate of title must be procured within 30 days after delivery of the motor vehicle or a mandatory \$5.00 late fee will be assessed.
- Always make an inspection of any automobile you buy, checking the serial number to see that it corresponds with the serial number on your Certificate of Title.
- If the title is electronic, a lien release letter will be provided by the lienholder and the title will be released.

SELLING A CAR

- Do not complete the assignment on the reverse side of the certificate of title until the sale has been completed. Make certain that the buyer's full name and address, current mileage and purchase price is inserted before you sign the assignment.
- Be sure to sign in the presence of a Notary.
- The seller should make a copy of the front and back of the assigned title and remove the license plates.

LIENS ON YOUR AUTOMOBILE

- If you apply for a loan using your car as collateral, always insist upon getting a memorandum certificate of title with which you can obtain license plates.
- Upon satisfaction of your lien, you should receive the original certificate of title from the bank or financial company.
- If the bank is an electronic lienholder, you must apply and pay for an original title after the lien is properly discharged and cancelled.

MEMORANDUM CERTIFICATE

- You cannot transfer ownership of an automobile with a Memorandum Certificate of Title (white copy). It is issued only for the purpose of obtaining license plates when the lien holder holds the original title.

SURVIVING SPOUSE (Auto & Watercraft)

- A surviving spouse may take title to two automobiles (one may be a motorcycle), one boat and a motor, if not disposed of by will (Total value may not exceed \$65,000). For other vehicle transfers, proper probate authority is required.

08/13/2024

BUYING A BOAT OR MOTOR

- A Certificate of Title is required on all boats 14 feet or longer and all outboard motors 10 H.P. or greater. A canoe or kayak is exempt. Boats, including jet skis 14 feet or less with an inboard motor 10 H.P. or greater are titled.
- Before purchasing a boat or motor, be sure the seller has the Certificate of Title. The seller is required to assign the Ohio Watercraft Registration Card to you.
- No registration is required for outboard motors.

SELLING A BOAT OR MOTOR

- Do not execute the assignment on the reverse side of the Certificate of Title until the sale is complete. Be certain that the buyer's full name and address is inserted before you sign the assignment.
- Initials are not acceptable.
- You must have your signature notarized.
- If you do not have a title for your boat or motor and have owned the boat or motor prior to October 10, 1963, the Clerk of Courts may issue a title based on the evidence you present.

SERIAL NUMBERS

- If there is no manufacturer's serial number, or if it has been removed, a serial number must be affixed to the boat or motor before a Certificate of Title can be issued.
- Application for a serial number is made to the Ohio Department of Natural Resources Division of Watercraft. Forms may be obtained via the website www.ohiodnr.com/watercraft or by contacting the Division of Watercraft at 614-265-6480.

WATERCRAFT REGISTRATION

- To renew or to apply for a new watercraft registration, you must present your certificate of title to a Boat Registrar.

DOCUMENTATION

- Documented vessels are not titled in Ohio, but are registered by the U.S. Coast Guard.

TO APPLY FOR AN OHIO TITLE

If you have moved to Ohio from another state, you own the vehicle free and clear of any liens and it is titled in your name only, you will need the following:

- Original out of state title;
- Out of state vehicle VIN inspection (obtained from the BMV);
- Valid government issued photo ID;
- Payment for title fees and taxes (cash, check, credit/debit card).

If you have moved from another state, the title is in more than one name and you are making payments to a lender, you will need the following:

- Original out of state title;
- Out of state vehicle VIN inspection (obtained from the BMV);
- Valid government issued photo ID;
- Both individuals must be present or provide a Power of Attorney to allow one person to sign for the other;
- Payment for title fees and taxes (cash, check, credit/debit card).

If you have purchased a vehicle from an individual who lives in Ohio, you will need the following:

- The original Ohio title with the top half of the reverse side completed by the seller and notarized;
- Valid government issued photo ID;
- Payment for title fees and taxes (cash, check, credit/debit card).

If you have purchased a used vehicle from an individual in another state, you will need the following:

- The original title from the state in which the seller resides. The assignment must be complete and if the title document has a space for a Notary Public, it must be notarized;
- Out of state vehicle VIN inspection (obtained from the BMV);
- Bill of sale if purchased from a dealer;
- Valid government issued photo ID;
- Loan papers if applicable;
- Must show proof of sales tax paid from another state;
- Payment for title fees and taxes (cash, check, credit/debit card).

If you have purchased a new vehicle from an out of state dealer, you will need the following:

- Manufacturer's Certificate of Origin (MCO) from the dealer;
- Bill of sale if purchased from a dealer;
- Federal Odometer Statement;
- Valid government issued photo ID;
- Payment for title fees and taxes (cash, check, credit/debit card).

If you have purchased a used vehicle from a dealer in another state, you will need the following:

- The out of state title signed over to you by the dealer;
- An original or certified copy of the bill of sale;
- Federal Odometer Statement;
- Out of state vehicle VIN inspection (obtained from the BMV);
- Valid government issued photo ID;
- Payment for title fees and taxes (cash, check, credit/debit card).



WE PROCESS APPLICATIONS!

WE TAKE PHOTOS!

WE CAN HELP YOU WITH YOUR RENEWALS!

NEW PASSPORTS

If this is your first time getting your passport, you will need to appear in our office or another passport agency, and you will need the following:

- The completed passport application, printed in black ink or typed. Applications can be picked up at the title office or printed at www.FairfieldCountyClerk.com.
- A valid government issued photo ID.
- Proof of citizenship such as a birth certificate or U.S. Passport book or card.
- A recent passport photo, which we can take in the office.
- The payment is broken into two separate payments:
 1. Payment to U.S. Department of State must be in paper form, a check, cashier's check or money order made payable to *U.S. Department of State* (credit/debit card and cash is NOT accepted for this).
 2. Payment for Execution Fee may be paid by credit/debit card, cash, check, cashier's check or money order made payable to *Fairfield County Clerk of Courts*.

08/13/2024

OFFICE HOURS & CONTACT INFO

FOR QUESTIONS OR TO MAKE YOUR APPOINTMENT PLEASE CONTACT...

LANCASTER TITLE OFFICE
982 LIBERTY DRIVE
LANCASTER, OHIO 43130
740-652-7540

Monday-Friday (8:00 AM-5:00 PM)
Saturday (8:00 AM-12:00 Noon)
Closed on holiday weekends

PICKERINGTON TITLE OFFICE
12945 STONECREEK DRIVE
PICKERINGTON, OHIO 43147
614-835-2610

Monday-Friday (8:00 AM-5:00 PM)
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Closed on holiday weekends

www.FairfieldCountyClerk.com

Contact the
U.S. Department of State at
Phone: 877-487-2778
www.travel.state.gov



Rev. 8/2024

FAIRFIELD COUNTY
CLERK OF COURTS
BRANDEN C. MEYER



FAIRFIELD
COUNTY · OHIO
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TITLE DEPARTMENT PASSPORT INFORMATION GUIDE

FAIRFIELD COUNTY
IS A ONE-STOP
PASSPORT SHOP!

*Plan ahead...
routine passports may take
6-8 weeks to arrive.*



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PASSPORT FEES

Passport Book (Adult)	\$110.00
Passport Card (Adult)	\$30.00
Passport Book (Minor)	\$80.00
Passport Card (Minor)	\$15.00
Expedite Fee (optional)	\$60.00
Execution Fee	\$35.00

FOR MINORS

- Minors applying for passports **must be present** and **be accompanied by both parents or the child's legal guardian** with their valid photo identification and proof of the relationship to parents or guardians.
- If you are under 16 years of age: Your U.S. Passport will be valid for 5 years from the date of issue except where limited by the Secretary of State to a shorter period.

FOR RENEWALS

- Your passport will be valid for 10 years from the date of issue, except where limited by the Secretary of State to a shorter period. It can be renewed within 15 years of issuance as long as you were age 16 or older when it was created.
- You can obtain a renewal form at the Title Offices or online at www.FairfieldCountyClerk.com.
- Renewals are completed by applicant and do not require an execution fee. The applicant will need an updated photo, which you can obtain from the title offices.
- Minor passports cannot be renewed. You will follow the passport procedure as though it was your first time.



PHOTOS

\$15.00 (tax included)

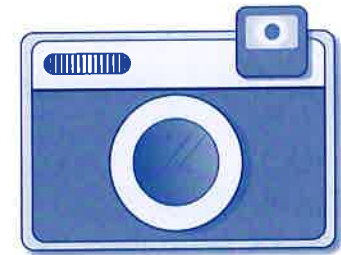


PHOTO TIPS

- Photo must have a plain white background.
- Do not wear a white shirt because of the white background.
- No glasses permitted in photo.
- No uniforms or camouflage.
- No hats.
- If headgear is worn for either religious or medical purposes, a signed statement will need to be submitted.
- **Renewals**: Do not wear the same clothes you wore in your last passport photo. If the picture is too similar to your last picture it may be rejected.

REGULAR MEETING # 34 - 2024
FAIRFIELD COUNTY COMMISSIONERS' OFFICE
AUGUST 13, 2024

AGENDA FOR TUESDAY, AUGUST 13, 2024

- 9:00 AM Review
- Regular Meeting
- Pledge of Allegiance
- Announcements
- Approval of Minutes for August 6, 2024
- Commissioners
- 2024-08.13.a A Resolution to Approve the Annexation of 83.346 +/- Acres from Liberty Township to the Village of Baltimore, Expedited Type II Annexation, Pursuant to ORC 709.023, Agent for Petitioner, Jeffrey Feyko [Commissioners]
- 2024-08.13.b A resolution to approve to appropriate from unappropriated into a major expense category for the FAA Grant Fund# 3011, subfund# 8272. [Commissioners]
- 2024-08.13.c A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, & Fairfield County Port Authority – Fund #7012, #7321, #7308, & #7865. [Commissioners]
- 2024-08.13.d A resolution to approve a memo receipt and expense for Stop Loss Pool Subfund & the Self-Funded Healthcare Fund. [Commissioners]
- 2024-08.13.e A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 1001 for telecom services. [Commissioners]
- Fairfield County Court of Common Pleas
- 2024-08.13.f A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Common Pleas-Adult Probation; Fund # 2365, County Probation. [Common Pleas Court]
- Fairfield County Dog Shelter
- 2024-08.13.g A resolution to appropriate from unappropriated in a major expenditure object categories for Dog Shelter; #2002. [Dog Shelter]
- Fairfield County Engineer
- 2024-08.13.h A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 7/24/2024. [Engineer]

Fairfield County Family and Children First Council

2024-08.13.i A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #7521 – Family Children First Council [Family and Children First Council]

2024-08.13.j A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 7521, Family Children First Council [Family and Children First Council]

Fairfield County Job and Family Services

2024-08.13.k A Resolution Approving the Fairfield County Plan for Child, Family and Adult Community and Protective Services Expenditures (State Budget Line Item 533) [JFS]

2024-08.13.l A Resolution Approving the Fairfield County Plan for Income Maintenance Expenditures [JFS]

2024-08.13.m A resolution to approve a memo exp./ memo receipt for the costs of Birth Certificates paid to Fairfield County Health Departments as a memo expenditure for fund# 2072 Public Children's Services [JFS]

Fairfield County Meals on Wheels/Older Adult Agency

2024-08.13.n A resolution to appropriate from unappropriated funds in a major expenditure object categories for Meals on Wheels-OAAFC, Inc. Fund# 2617 [Fairfield County Meals on Wheels/Older Adult Agency]

Fairfield County Regional Planning Commission

2024-08.13.o A Resolution to Approve Final Acceptance of the Rolling Hills Subdivision [Regional Planning Commission]

Fairfield County Sheriff

2024-08.13.p A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 1001, General Fund [Sheriff]

South Central Major Crimes Unit

2024-08.13.q A resolution authorizing an account to account transfer for MCU Fund 7858(Subfund 8341) COSSAP Grant [Sheriff - Major Crimes Unit]

Fairfield County Soil and Water Conservation District

2024-08.13.r A Resolution to Sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture [Soil and Water Conservation District]

Fairfield County Transit

- 2024-08.13.s A resolution approving to appropriate from unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant. [Transit]
- 2024-08.13.t A resolution approving to appropriate from unappropriated into a major expense category expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant. [Transit]
- 2024-08.13.u A resolution approving a reduction of appropriations of major expense categories for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant. [Transit]

Payment of Bills

- 2024-08.13.v A Resolution Authorizing the Approval of Payment of Invoices for Departments that Need Board of Commissioners' Approval [Commissioners]

The next Regular Meeting is scheduled for August 20, 2024, 9:00 a.m.

Adjourn

Land Bank Meeting, 11:00 a.m.

Transportation Improvement District Meeting, 1:00 p.m.

Regular Meeting #33 - 2024
Fairfield County Commissioners' Office
August 6, 2024

Review Meeting

The Commissioners met at 7:00 a.m. at the Wigwam Event Center in Pickerington, OH. Commissioner Levacy called the meeting to order, and the following Commissioners were present: Jeff Fix, Steve Davis and Dave Levacy. County employees present: County Administrator, Aundrea Cordle; Deputy County Administrator, Jeff Porter; Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Sheriff's Deputy Romine; Facilities & EMA Director, Jon Kochis; FCFC Manager, Tiffany Wilson; Clerk of Courts, Branden Meyer; JFS Director, Corey Clark; IT Director, Dan Neeley; Financial Systems Director, Bev Hoskinson; Utilities Director, Tony Vogel; Engineer, Jeremiah Upp; and Economic & Workforce Development Director, Rick Szabrak. Others in attendance: Bryan Everitt, Frank Martin, Barb Martin, Sherry Pymer, Liz Moe, Lance Meyer, Tyler Sawmiller and Lori Sanders.

Welcome

Commissioner Levacy opened the meeting by welcoming everyone in attendance.

Public Comment

Sherry Pymer of Walnut Township stated EDF filed their formal application to the OPSB and a formal request for waivers. Citizens for Fair Fields have filed an opposition.

Legal Update

None.

County Administration Update

- *The County Administration Update was provided by County Administrator, Aundrea Cordle, unless otherwise noted.*

Week in Review

County Recognition Event

This afternoon, from 11:30 a.m. to 1:00 p.m., the county held its annual employee recognition event at Alley Park Lodge. The event is to recognize employees who have or will hit momentous anniversary dates during the year.

State of the County

The 2024 State of the County Address will be held on August 27th. Registration begins at 11:00 with the program running from 11:30 a.m. to 1:00 p.m. The event has sold out but anyone wishing to attend, who has not registered, may contact the Lancaster-Fairfield Chamber of Commerce and be placed on the wait list.

County Engineer offices receive chloride runoff reduction grants

Last week, Governor Mike DeWine announced the awarding of \$2.7 million to 52 communities as part of the H2Ohio Chloride Reduction Grant Program. The program is intended to help communities acquire equipment and storage areas to efficiently spread road salt during winter in a way that reduces chloride runoff into waterways.

Regular Meeting #33 - 2024
Fairfield County Commissioners' Office
August 6, 2024

Four county engineer offices received funds under this round of grants.

- Fairfield County: \$74,652
- Henry County: \$52,953
- Lucas County: \$44,800
- Union County: \$50,651

Bus Stop in Front of Municipal Court

The City of Lancaster has offered to remove 3 public parking spaces in front of Municipal Court to allow for a transit bus stop. We appreciate the City's willingness to accommodate this and allow for easier access for riders wanting to be picked up and dropped off in that area.

Director Szabrak stated the City of Lancaster was very helpful in acquiring a bus stop location in front of Municipal Court.

Commissioner Davis was very happy to have State of the County registrations fill up so quickly and wished to thank Violet Township for being host during previous years. He also was excited to hear of the additional bus stop because many people who utilize transportation services are also trying to utilize government and court services.

Highlights of Resolutions

Administrative Approvals

The review packet contains a list of administrative approvals.

Resolution Review

There are 13 resolutions on the agenda for the Regular voting meeting.

Resolutions of note:

- A resolution to approve the contract bid award for the Salt Barn structure. The Greystone Construction Company submitted the only bid of \$421,465.00 and the Fairfield County Engineer is recommending awarding that bid to Greystone Construction.
- A resolution to approve change order #2 for the Workforce Engineering Lab with Gutknecht Construction. This is to add a new transformer, a 400-amp panel and a paint finish changes to the semi-conductor lab.

Budget Review

- Budget Director, Bart Hampson, did not have an additional report.

Calendar Review/Invitations Received

Items Requiring Response

Informational Items

Regular Meeting #33 - 2024
Fairfield County Commissioners' Office
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- MCJDC Board of Trustees Meeting, August 9, 2024, 9:00 a.m., Multi County Juvenile Detention Center, 923 Liberty Dr., Lancaster
- MCJDC Joint Board of Commissioners' Meeting, August 9, 2024, 10:30 a.m., Multi County Juvenile Detention Center, 923 Liberty Dr., Lancaster
- Office of Workforce Transformation's Public Benefits Review Committee Meeting, August 12, 2024, 12:00 p.m., Location TBD
- Invitation to Attend the 2024, Fairfield County 4-H Program, August 18, 2024, 6:00 p.m., Liberty Center, 951 Liberty Dr., Lancaster

Correspondence

- Letter, Post Consumer Brands, July 29, 2024, Regarding Employee Separations
- Notice, City of Lancaster Board of Zoning Appeals, Meeting August 12, 2024, 2:00 p.m., Special Exception BZA Case No. 716, Variance BZA Case No. 719
- Notice, Resource International, Inc., July 29, 2024, Regarding Property Owner Notification for Geotechnical Exploration in Conjunction with Evaluating Subsurface Conditions for Proposed Project #FAI-33-2.64, PID 77555, Parcel ID 360035330, 0 Columbus-Lancaster Rd. NW, Carroll
- Memo, Dr. Brown, County Auditor, August 1, 2024, Subjects: Special Assessments, County Demographic Information, and Number of Parcels in County
- Fairfield County Auditor's Wins of the Week, August 1, 2024
- Fairfield County Auditor's Map of the Month, August 2024, A Few Must Stop Coffee Shops in Downtown Lancaster
- Correspondence regarding Industrial Solar Projects
- Newsletter, Auditor's Ledger: News from the County Auditor's Office, July 2024
- Newsletter, MCJDC News – Creating Inclusive “Vision2Value” Experiences, April-June 2024

Old Business

Commissioner Davis spoke about a meeting with Treasurer Bahnsen regarding falling interest rates and how the county can capitalize on the opportunity to move into higher yield investments.

Commissioner Fix explained that he was not in attendance at the last meeting because he was at a meeting with ODOT regarding the Silicon Heartland. Fairfield County is part of the 40-minute distance ring from Intel and will be included in the next round of planning. He is excited that ODOT is talking about the 33/70 connector and that they are going to include Fairfield County in some of these discussions.

Commissioner Davis asked Commissioner Fix if there were any conversations related to the impact to the Intel project based on the recent earnings report and announcement of company layoffs. Commissioner Fix stated that the Intel project is continuing due to the investment that has been made; but the project will take longer to complete.

Earlier in the day Commissioner Fix went to Job and Family Services to meet with Child Protective Services employees and was encouraged to see the work they do and hear and see how the staff makes a difference.

Regular Meeting #33 - 2024
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He also attended the County's employee recognition event. He thanked Director Neeley for providing entertainment at the event along with Jimmie Gordon and James Grubb.

He continues to meet with different townships and villages to discuss New Community Authorities.

Commissioner Levacy attended the Athena Banquet where Judge Vandervoort received the award.

Director Szabrak and Director Clark have been meeting with the Post Cereal employees who are affected by the plant closing. Resources are being provided for when their employment ends.

Director Clark added that right now they are working to get the Post Cereal employees' information on available resources.

Commissioner Davis asked if there was a severance agreement.

Director Szabrak stated the employees who stayed have received bonuses and will get good severance packages upon their termination. The county will be on site providing resume writing assistance and mock interviews.

New Business

Clerk of Courts Meyer thanked the Commissioners for hosting the employee recognition event and added that the event was very well done.

Ms. Hoskinson from the Auditor's office thanked Courtney Martin with Transit for embracing the County's financial systems and making sure Transit's budget is on track. She thanked Nick Dilley for his work on creating an interactive bus routes map for Transit. The newly implemented time sheet entry system for JFS employees has been very successful.

Engineer Upp is looking forward to seeing the improvement impacts from the Pickerington Road interchange. One of the things they're doing with the salt barn is a brine station which is less impactful on the ecosystem and reduces salt usage.

Commissioner Levacy stated that he participates in Buckeye Lake for Tomorrow. The group addresses water quality. He added that salt run-off is an issue for drops and water quality.

Commissioner Davis asked if the county is past possible problems from the Cloud Strike issue.

Director Neeley confirmed the county is past the impacts and added we should be aware that it could have been a much larger impact if it had been another company. It wasn't an attack but was rather a coding error. He commended his team for working through the night to fix the issue. The county was not impacted as much because the county does not have as much of a reliance on Cloud Strike's product.

Director Clark thanked Commissioner Fix and Administrator Cordle for visiting the JFS staff. He also thanked the Commissioners for recognizing Child Support Awareness Month and encouraged everyone to wear green in support.

Director Neeley spoke about the teamwork on the new time tracking system and added that it was a great collaboration and that a lot of positive feedback has been received.

Regular Meeting #33 - 2024
Fairfield County Commissioners' Office
August 6, 2024

Trustee Sanders stated Violet Township received a \$2.1 million grant for upgrades and improvements to the Wigwam.

Regular (Voting) Meeting

The Commissioners met at 7:00 a.m. at the Wigwam Event Center in Pickerington, OH. Commissioner Levacy called the meeting to order, and the following Commissioners were present: Jeff Fix, Steve Davis and Dave Levacy. County employees present: County Administrator, Aundrea Cordle; Deputy County Administrator, Jeff Porter; Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Sheriff's Deputy Romine; Facilities & EMA Director, Jon Kochis; FCFC Manager, Tiffany Wilson; Clerk of Courts, Branden Meyer; JFS Director, Corey Clark; IT Director, Dan Neeley; Financial Systems Director, Bev Hoskinson; Utilities Director, Tony Vogel; Engineer, Jeremiah Upp; and Economic & Workforce Development Director, Rick Szabrak. Others in attendance: Bryan Everitt, Frank Martin, Barb Martin, Sherry Pymer, Liz Moe, Lance Meyer, Tyler Sawmiller and Lori Sanders.

Announcements

There were no announcements.

Approval of Minutes for July 30, 2024

On the motion of Steve Davis and the second of Jeff Fix, the Board of Commissioners voted to approve the Minutes for the Tuesday, July 30, 2024, meeting.

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from the Fairfield County Emergency Management Agency

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Emergency Management Agency:

2024-08.06.a A Resolution to Approve a Grant Agreement between the Fairfield County Board of Commissioners and the Central Ohio Trauma System

Director Kochis stated this is for first responder training using virtual reality technology.

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Fairfield County Engineer

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Engineer:

2024-08.06.b A Resolution to Approve the Contract Bid Award for the Salt Barn Structure

2024-08.06.c A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category, Fund #2024, Motor Vehicle for Repairs and Maintenance

**Regular Meeting #33 - 2024
Fairfield County Commissioners' Office
August 6, 2024**

Commissioner Davis was thrilled to see the bid numbers that came in on the salt barn.

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from Fairfield County Facilities

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from Fairfield County Facilities:

2024-08.06.d A Resolution for Change Order #2 to the Contract with Gutknecht Construction and the Fairfield County Commissioners

Roll call vote of the motion resulted as follows:

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

Approval of a Resolution from Fairfield County Job and Family Services

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from Fairfield County Job and Family Services:

2024-08.06.e A Resolution to Amend the Previously Approved Memorandum of Understanding (MOU) by and between Fairfield County Department of Job & Family Services and the Ohio Department of Job and Family Services

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the Fairfield County Juvenile & Probate Court

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the Fairfield County Juvenile & Probate Court:

2024-08.06.f A Resolution Authorizing the Approval of a Service Contract by Fairfield County Juvenile Court and The Village Network

2024-08.06.g A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Juvenile Court, Fund #2036, Ohio Department of Youth Services – Reclaim

Roll call vote of the motion resulted as follows:

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

Approval of Resolution from the Law Library

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Law Library:

2024-08.06.h A Resolution to Approve the Request for Proposals for Online Legal Research Services for the Fairfield County Law Library - Individual Users

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Commissioner Davis suggested hearing from the Law Library representatives on usage of the library.

Roll call vote of the motion resulted as follows:

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

Approval of Resolutions from the South Central Major Crimes Unit

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolutions from the South Central Major Crimes Unit

- 2024-08.06.i A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Major Crimes, Fund #7830 (8312), Drug Law Enforcement Grant

- 2024-08.06.j A Resolution to Appropriate Unappropriated from Increased Receipts in a Major Expenditure Object Category for Major Crimes, Fund #7864, FY22 Recovery Ohio

- 2024-08.06.k A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Major Crimes, Fund #7874

Roll call vote of the motion resulted as follows:

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

Approval of Resolution from the Fairfield County Treasurer

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution from the Fairfield County Treasurer:

- 2024-08.06.l A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category, Fund #1080, Trust, Unclaimed

Roll call vote of the motion resulted as follows:

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to approve the following resolution for the Payment of Bills:

- 2024-08.06.m A Resolution Authorizing the Approval of Payment of Invoices for Departments that Need Board of Commissioners' Approval

Roll call vote of the motion resulted as follows:

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

Adjournment

Commissioner Fix gave his appreciation for his colleagues continuing with the evening meetings.

A Resolution to Approve the Annexation of 83.346 +/- Acres from Liberty Township to the Village of Baltimore, Expedited Type II Annexation, Pursuant to ORC 709.023, Agent for Petitioner, Jeffrey Feyko

WHEREAS, a petition for annexation of 83.346 +/- acres, more or less, from Liberty Township into the Village of Baltimore, was filed with the Fairfield County Board of Commissioners on June 17, 2024, under the expedited process outlined in Section 709.023 of the Revised Code; and

WHEREAS, a legal description and survey of the property to be annexed is attached hereto and incorporated herein; and

WHEREAS, this resolution also serves as the official reading of the petition into the record as all objections formally noted of the petition were lifted; and

WHEREAS,

(1) The petition for annexation meets all the requirements set forth in, and was filed in the manner provided in, section 709.023 of the Revised Code;

(2) The persons who signed the petition are owners of the real estate located in the territory proposed for the annexation and constitute all of the owners of real estate in that territory;

(3) The territory proposed for annexation does not exceed five hundred acres;

(4) The territory proposed for annexation shares a contiguous boundary with the municipal corporation to which annexation is proposed for a continuous length of at least five percent of the perimeter of the territory proposed for annexation;

(5) The annexation will not create an unincorporated area of the township that is surrounded by the territory proposed for annexation.

A Resolution to Approve the Annexation of 83.346 +/- Acres from Liberty Township to the Village of Baltimore, Expedited Type II Annexation, Pursuant to ORC 709.023, Agent for Petitioner, Jeffrey Feyko

(6) If a street or highway will be divided or segmented by the boundary line between the township and the municipal corporation as to create a road maintenance problem, the municipal corporation which annexation is proposed has agreed as a condition of the annexation to assume the maintenance of that street or highway or to otherwise correct the problem. As used in this paragraph, "street" or "highway" has the same meaning in section 4511.01 of the Revised Code; and

WHEREAS, the Village of Baltimore, Ohio has adopted the municipal services ordinance to provide village services to the property to be annexed and has adopted a resolution of consent for the annexation of the territory.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the Board of Commissioners finds that the petition is a valid petition to annex and that it meets all the requirements set forth in and was filed in a manner provided in ORC 709.023.

Section 2. Pursuant to ORC 709.023, the Board of Commissioners hereby grants the petition to annex 83.346 +/- acres, more or less, from Liberty Township into the Village of Baltimore.

Section 3. That the Clerk of the Board of Commissioners is instructed to deliver a certified copy of the entire record of the annexation proceedings, including the Board resolution, the petition, the map, and all other papers of the file relating to the annexation proceedings to the Clerk of the Village of Baltimore, Ohio.

Prepared by: Bennett Niceswanger



Village of Baltimore

Fairfield County

103 West Market Street
Baltimore, Ohio 43105

Phone: 740-862-4491
Fax: 740-862-4368

Rick Ellas
Mayor

Village Administrator

Brian Bibler
Fiscal Officer

Jeffrey Feyko
Village Solicitor
115 N. Center Street
Pickerington OH 43147
Phone: (614) 837-1870
Fax: (614) 837-2235

June 17, 2024

RECEIVED

JUN 17 2024

Fairfield County Commissioners

By Hand Delivery

Attention: Rochelle M. Menningen, Clerk
The Board of County Commissioners of Fairfield County, Ohio
210 East Main Street, Room 301
Lancaster, Ohio 43130

RE: Petition for Annexation of 83.346 Acres, More or Less, in Liberty Township, Fairfield County, Ohio to the Village of Baltimore, Ohio, Utilizing the Special Procedure of O.R.C. Section 709.023, et seq. (Keller Annexation)

Dear Rochelle:

Please see the following attached documents, that need to be filed in the above annexation:

- Petition for Annexation, with attached Exhibit A (legal description), Exhibit B (Plat of Annexation), and List of All Tracts Adjacent to/Across Road from property to be annexed;
- A Resolution Indicating What Services the Village will Provide to a Tract Totaling 83.346 +/- Acres and the Declaration of an Emergency;
- A check for the filing fee in the amount of \$125.00;

Thank you for your assistance. In the meanwhile, please let me know if you have any questions.

Respectfully,

Jeffrey Feyko, Agent for Petitioners
& Baltimore Village Solicitor

JF/bch
Enclosures
cc: Village Administrator
Village Fiscal Officer

**PETITION FOR ANNEXATION OF 83.346 ACRES,
MORE OR LESS, IN LIBERTY TOWNSHIP, FAIRFIELD
COUNTY, OHIO, TO THE VILLAGE OF BALTIMORE,
OHIO, UTILIZING THE SPECIAL PROCEDURE OF
OHIO REVISED CODE SECTION 709.023 ET SEQ.**

TO: The Board of County Commissioners of Fairfield County, Ohio

Now come the undersigned Petitioners in these premises, being one hundred percent (100%) of the owners of certain property as hereinafter described and request that their property be annexed to the Village of Baltimore, Ohio. The territory proposed for annexation contains 83.346 acres, more or less, in Liberty Township, Fairfield County, and is contiguous to the boundary of the Village of Baltimore, Ohio, for five percent (5%) or more of the territory proposed for annexation. The undersigned understand that the property will not be excluded from the Township upon the approval of the annexation request.

An accurate description of the perimeter and area of the territory sought to be annexed is attached hereto and made a part hereof as EXHIBIT A. A map or plat of the above described territory sought to be annexed is attached hereto and made a part hereof as EXHIBIT B. The territory proposed for annexation does not exceed five hundred (500) acres.

The annexation will not create an unincorporated area of Township that is completely surrounded by the territory proposed for annexation.

There is no annexation agreement between the municipality and the Township pursuant to ORC §709.192 applicable to this annexation or an applicable Cooperative Economic Development Agreement (C.E.D.A.) pursuant to ORC §701.07.

The number of owners in the territory sought to be annexed is three (3) and the number of owners who signed the petition is three (3).

The owners who signed this petition by their signatures expressly waive their right to appeal in law or equity from the Board of County Commissioners' entry of any resolution passed under ORC §709.023 and waive any right that they may have to sue on any issue relating to a municipal corporation requiring a buffer as provided in ORC §709.023 and further waive any rights to seek a variance that would relieve or exempt them from that buffer requirement.

Jeffrey Feyko, 115 North Center Street, Pickerington, Ohio, (614-837-1870), is hereby appointed agent for the undersigned Petitioners, as required by ORC §709.02, and said Petitioners' agent is hereby authorized to make any amendments and/or deletions which in his absolute and complete discretion are proper under the circumstances then existing. In addition, the Petitioners' agent is authorized to make such amendments and/or deletions in this petition, map, plat or description in order to correct any discrepancy or mistake noted by the County Engineer or others in their examination of the petition, map, plat or description. Amendments to correct the map, plat or description may be made by the presentation of an amended map or plat and description to the Board of County Commissioners on, before or after the date set for hearing of this petition unless otherwise specified by law.

“WHOEVER SIGNS THIS PETITION EXPRESSLY WAIVES THEIR RIGHT TO APPEAL IN LAW OR EQUITY FROM THE BOARD OF COUNTY COMMISSIONERS' ENTRY OF ANY RESOLUTION PERTAINING TO THIS SPECIAL ANNEXATION PROCEDURE, ALTHOUGH A WRIT OF MANDAMUS MAY BE SOUGHT TO COMPEL THE BOARD TO PERFORM ITS DUTIES REQUIRED BY LAW FOR THIS SPECIAL ANNEXATION PROCEDURE.”



ROBERT O. DERN, Owner
7950 Havensport Rd.
Baltimore, Ohio 43105

5-19-24

Date

and



CYNTHIA DERN EASTEP, Owner
7764 Havensport Rd.
Baltimore, Ohio 43105

5-20-24

Date

and



JAMES L. KELLER, TRUSTEE, Owner
3250 South Bank Rd. NE
Millersport, Ohio 43046

5-19-24

Date

Parcel No.: 021-00445.00

Total Acreage of these Owners: 83.346 +/-

**LIST OF ALL TRACTS, LOTS OR PARCELS INSIDE
AND ADJACENT TO AND/OR ACROSS THE ROAD
FROM THE TERRITORY TO BE ANNEXED
(PURSUANT TO ORC §709.02[D])**

NAME OF OWNER	MAILING ADDRESS	PARCEL NUMBER	ACRES
Village of Baltimore	103 W. Market Street Baltimore, Ohio 43105	0240838550	121.26
Wolfe's Acres LLC	2175 Canal Rd. NE Baltimore, Ohio 43105	0210043510	50
DJA & Trisha S. Surv	755 Bickel Church Rd. NW Baltimore, Ohio 43105	0210046400	4.97
Patrisha L. & John Parsons	715 Bickel Church Rd. NW Baltimore, Ohio 43105	0210046500	4.97
Sunfish Two LLC	8854 Mink Street Pataskala, Ohio 43062	0210046300	10.46
George Patrick Jayne	555 Bickel Church Rd. NW Baltimore, Ohio 43105	0210046600	5
Edgar E. & Heidi N. Henderly	525 Bickel Church Rd. Baltimore, Ohio 43105	0210044600	3
Thomas M. & Elizabeth A. Leitnaker & Mark L. Leitnaker et al	861 Pleasantville Rd. Lancaster, Ohio 43130	0210046100	160
Gail L. Hayes	9275 Kumler Rd. NW Baltimore, Ohio 43105	0210045310	30.04
Daniel W. & Betsy A. Alt	10615 Lancaster Kirkersville Road NW Baltimore, Ohio 43105	0210044900	35.42
Robert L. & Susan V. Richardson, Trustees	9730 Lancaster Kirkersville Road NW Baltimore, Ohio 43105	0210044510	10
Francis E. & D. Joann George, Trustees	1060 Roley Rd. Baltimore, Ohio 43105	0210048300	63.16
Shawn B. & Jill A. Shook	1025 Bickel Church Rd. Baltimore, Ohio 43105	0210049331	2.51
Thomas L. & Danni J. Nader	10015 Lancaster Kirkersville Road NW Baltimore, Ohio 43105	0210041800	2



TOBIN-McFARLAND SURVEYING, INC.

Professional Land Surveyors

111 West Wheeling Street
Lancaster, Ohio 43130
Phone (740) 687-1710
Fax. (740) 687-0877

***Description of 83.346 Acres
To be Annexed***

Situated in the State of Ohio, Fairfield County, Liberty Township, Township 16, Range 19, Section 13, Northwest Quarter.

Being 25.574 acres of tract four (49.71 acres), 41.133 acres of tract one (50.44 acres), all of tract three (10 acres deed, 9.958 acres by survey), 6.681 acres of tract two (10 acres), as described in a deed to Robert O. Dern, Cynthia L. Eastep and James L. Keller, Trustee recorded in Instrument Number 202200003771, and being more fully described as follows:

Beginning for reference at a point in the intersection of Bickel Church Road and Lancaster-Kirkersville Road (State Route 158) and being the northwest corner of section 13, said point being South 45 degrees 32'12" West a distance of 42.31 feet from a 5/8 inch rebar found;

Thence with the west line of section 13, South 00 degrees 01'00" West a distance of 16.50 feet to the TRUE POINT OF BEGINNING, said point being North 75 degrees 35'27" West a distance of 39.82 feet from a 5/8 inch rebar set;

Thence with a line 16.50 feet south of and parallel to the north line of section 13, South 89 degrees 33'58" East a distance of 1268.66 feet to a 5/8 inch rebar set on the west line of a 4.972 acre tract described in Official Record 1587, Page 1998;

Thence South 00 degrees 17'00" West a distance of 880.39 feet to a 5/8 inch rebar set at the southwest corner of said 4.972 acres;

Thence South 89 degrees 29'05" East, passing a 5/8 inch rebar found at the southwest corner of a 5.689 acre tract described in Official Record 1631, Page 528 at 988.00 feet, a distance of 1428.39 feet to a 5/8 inch rebar set on the east line of the northwest quarter;

Thence with said east line, South 00 degrees 30'07" West a distance of 1765.95 feet to a 3/4 inch iron pipe found at the southeast corner of the aforementioned tract two (10 acres) and southeast corner of the northwest quarter;

Thence with the existing Village of Baltimore Corporation Line, North 89 degrees 27'48" West a distance of 655.56 feet to a 3/4 inch iron pipe found at the southwest corner of the aforementioned tract three (10 acres);

Thence North 00 degrees 29'24" East a distance of 883.72 feet to a 5/8 inch rebar set at the northwest corner of said tract three;

Thence North 89 degrees 30'30" West a distance of 1003.16 feet to a 5/8 inch rebar found at the southeast corner of a 10.000 acre tract described in Official Record 1504, Page 2731;



Thence with the lines of said 10.000 acres the following four (4) courses:

- (1) North 00 degrees 00'00" West a distance of 458.18 feet to a 5/8 inch rebar found;
- (2) North 89 degrees 30'30" West a distance of 587.50 feet to a 5/8 inch rebar found;
- (3) South 00 degrees 00'00" East a distance of 79.00 feet to a 5/8 inch rebar found;
- (4) North 89 degrees 30'30" West, passing a 5/8 inch rebar found at 408.97 feet, a distance of 438.97 feet to a point in Lancaster-Kirkersville Road and on the west line of section 13;

Thence North 00 degrees 01'00" East a distance of 1382.29 feet to the TRUE POINT OF BEGINNING, **Containing 83.346 Acres.**

Bearings are based on the north line of section 13 being South 89 degrees 33'58" East.

The rebars set are 5/8 inch by 30 inches and have a yellow plastic identification cap stamped "Tobin-McFarland".

For additional information see "Plat of Territory for Annexation to the Village of Baltimore" made in conjunction with and considered an integral part of this description.

This description is based on a survey made in January of 2024 by Tobin-McFarland Surveying, Inc., and was prepared by Rodney McFarland, Registered Professional Surveyor No. 6416.

2023/annex83.346acres



Rodney McFarland 4/29/24

Rodney McFarland, P.S.6416 Date
Feb.29, 2024 originals are signed in blue ink.

**PLAT OF TERRITORY
FOR ANNEXATION TO
THE VILLAGE OF BALTIMORE**

Thomas L. Nader
Danni J. Nader
OR 1490, Page 10
6.00 Acres (Org.)
PIN 021-00418.00

Wolfe's Acres, LLC
OR 1568, Page 1679
50 Acres
Survey 83/18305
PIN 021-00435.10

**NORTHWEST
CORNER
SECTION 13**

N45°32'12"E 42.31'

BICKEL CHURCH ROAD

North Line of Section 13

Shawn David Shook
Jill A. Shook
OR 1229, Page 802
D.V. 664, Page 424
2.506 Acres
PIN 021-00493.31

16.50'
S00°01'00"W
**TRUE POINT
OF BEGINNING
83.346 ACRES**

**TRACT FOUR
(49.71 ACRES)
25.574 ACRES**

0.480 Acres
Unknown Owner
Survey 6/1975

896.89' total
S00°17'00"W
Joshua A. Dilger
Trisha S. Dilger
OR 1587, Page 1998
4.972 Acres
PIN 021-00464.00

(242.98')
(242.98')
Patrishia L. Parsons
John Parsons
OR 1802, Page 1256
4.974 Acres
PIN 021-00465.00

(506.04')
Sunfish Two LLC.
OR 1694, Page 2457
10.458 Acres
PIN 021-000463.00

(275.00')
PIN 021-00462.00
0.69 Acres

(168')
George Patrick Jayne
OR 1631, Page 528
5.689 Acres (Original)
PIN 021-00466.00

(164.82')
Edgar E. Henderly IV
Heidi N. Henderly
OR 1501, Page 3182
3 Acres
PIN 021-00446.00
(Exception 1)

NOTE:
See Village of Baltimore
Ordinance 2021-32 (11-8-2021)
Village of Baltimore agreement with the
Ohio Department of Transportation
for maintenance of State Routes within
Village of Baltimore Corporation.
Instrument No. 202400002740

Francis E. George, Trustee
D. JoAnn George, Trustee
OR 1177, Page 2333
64 Acres (Original)
PIN 021-004836.00

LANCASTER - KIRKERSVILLE ROAD (SR 158)

West Line of Section 13
N00°01'00"E 1382.29'

83.346 ACRES TOTAL

Robert O. Dern
Cynthia L. Eastep
James L. Keller, Trustee

**TRACT ONE
(50.44 ACRES)
41.133 ACRES**
Instrument No. 202200003771
PIN 021-00445.00

30.00'
S00°00'00"E 79.00'
N89°30'30"W 587.50'
408.97'
N89°30'30"W 438.97'
(10.000 ACRES)
(Exception 2)

Robert Richardson
Susan Richardson
OR 1504, Page 2731
10.000 Acres
PIN 021-00445.10

N00°00'00"W
458.18'

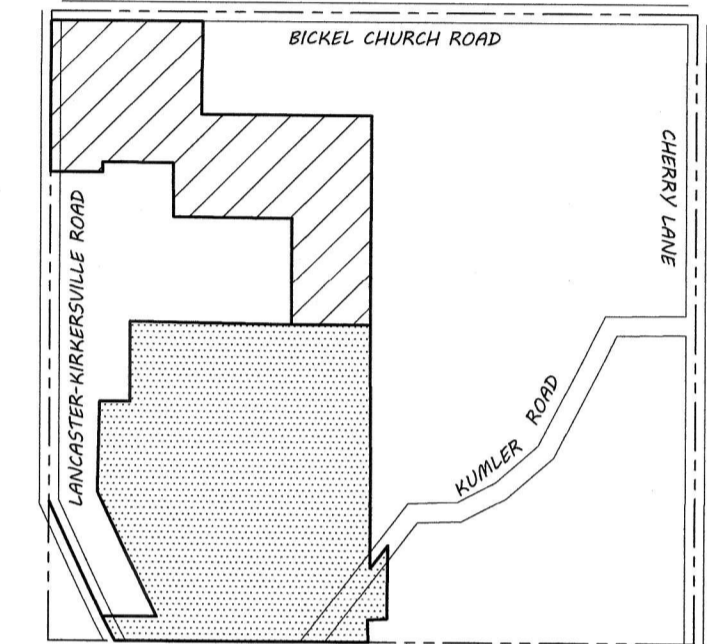
N89°30'30"W 1003.16'

Daniel W. Alt
Betsy A. Alt
OR 1459, Page 3340
51.13 Acres (Original)
PIN 021-00449.00

**TRACT TWO (10 ACRES)
6.681 ACRES**
1765.95'
W. 4.70' 0.005'

Thomas M. Leitnaker
Elizabeth A. Leitnaker
Instr. #202200001359
160 Acres

Timothy L. Leitnaker, Trustee
Dee Ann Leitnaker, Trustee
Instr. #202100026703
PIN 021-00461.00



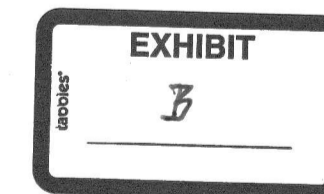
LIBERTY TOWNSHIP SECTION 13

EXISTING VILLAGE OF BALTIMORE

PROPERTY TO BE ANNEXED

**STATE OF OHIO
FAIRFIELD COUNTY
LIBERTY TOWNSHIP
TOWNSHIP 16, RANGE 19
SECTION 13
NORTHWEST QUARTER**

**FOR: THE VILLAGE OF BALTIMORE
DATE OF DRAWING: FEB. 29, 2024**



BY: *Rodney McFarland* 2/29/24
Registered Surveyor No. 6416 Date

TOBIN-McFARLAND SURVEYING INC.
111 West Wheeling Street
Lancaster, Ohio 43130
Ph. 740-687-1710 Fax 740-687-0877

LEGEND

- 5/8"X 30" Rebar Set with a "Tobin-McFarland" ID cap.
- ⊙ 5/8" Rebar Found
- Iron Pipe Found, Size Labeled
- Existing Corporation Line
- _____ Proposed Corporation Line

Resources used that are pertinent to this survey are shown on this plat.

Record distances are shown in parentheses.

Flood Zone X, Panel 39045C 0151 G

TABLE OF OWNERS

OWNERS	PARCEL NUMBER	ACREAGE IN ANNEXATION
Robert O. Dern	PIN 021-00445.00	83.346 ACRES
Cynthia L. Eastep		
James L. Keller, Trustee		

The territory to be annexed has a total perimeter boundary of 10831.77 feet, a minimum of which 655.56 feet (6%) is contiguous to the Village of Baltimore's existing corporation line.

South Line of Northwest Quarter 3/4" N89°27'48"W 655.56' 3/4"
Existing Village of Baltimore Corporation Line

Village of Baltimore
Deed Vol. 503, Page 405 (ALT PARK)
121.26 Acres
PIN 024-08385.50

Gail L. Hayes
D.V. 529, Page 378
30.04 Acres
PIN 021-00453.10

RECORD OF RESOLUTIONS

Resolution No. 2024-14

Passed JUNE 10

20 24

A RESOLUTION INDICATING WHAT SERVICES THE VILLAGE WILL PROVIDE TO A TRACT TOTALING 83.346± ACRES UPON ANNEXATION AND THE DECLARATION OF AN EMERGENCY

WHEREAS, a Petition for Annexation has been or will soon be filed by the undersigned property owner to annex 83.346± acres from Section 30, Walnut Township, Fairfield County, Ohio, into the Village of Baltimore in accordance with the special procedures set forth in Ohio Revised Code §709.023; and,

WHEREAS, Section 709.023 of the Ohio Revised Code requires that the Village legislature shall by ordinance or resolution adopt a statement indicating what services, if any, the municipality will provide to the territory proposed for annexation upon annexation, and the approximate time frame for providing the same;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BALTIMORE, FAIRFIELD COUNTY, OHIO, THREE-FOURTH'S (3/4'S) OF ITS MEMBERS CONCURRING:

SECTION 1: The following benefits and services will be available to the tract totaling 83.346± acres proposed for annexation upon annexation to the Village of Baltimore, Ohio:

- A. A staff of municipal employees, including a Village Administrator charged with assisting development;
- B. Municipal police protection which consists of one (1) Police Chief and approximately fourteen (14) police officers;
- C. Miscellaneous other municipal services, including zoning and planning regulations, subdivision regulations, property maintenance code, residential code, municipal swimming pool, municipal park system, and other inherent municipal services authorized by the Ohio Revised Code;
 1. That if the 83.346+/- acre site is annexed and if the Village permits uses in the annexed territory that the Village determines are clearly incompatible with the uses permitted under current county or township zoning regulations in the adjacent land remaining in the township, the Village shall require, in the zoning ordinance permitting the incompatible uses, the owner of the annexed territory to provide a buffer separating the use of the annexed territory and the adjacent land remaining within the township. The term "buffer," as used herein, includes open space, landscaping, fences, walls, and/or other structured elements; streets and street right-of-way; and bicycle and pedestrian paths and sidewalks."
- D. Water services will be provided by one of the following:
 1. The Village's water system;
- E. The Village shall assume maintenance responsibility for any divided or segmented streets or highways resulting from the annexation, upon annexation approval;

RECORD OF RESOLUTIONS

Resolution No. 2024-14

Passed JUNE 10

20 24

SECTION 2: The approximate time frame for providing the above services, except where otherwise noted, is within sixty (60) days from the date of the approval of the annexation.

SECTION 3: The following persons are the owners of the tracts proposed for annexation into the Village of Baltimore:

Acreage as Per
Annexation Survey

Robert O. Dern, Cynthia Dern Eastep and
James L. Keller, Trustee 83.346+/-

SECTION 4: The Municipal Fiscal Officer is directed to deliver a certified copy of this resolution to the Board of County Commissioners of Fairfield County, Ohio and to the Clerk of Liberty Township Trustees immediately upon the passage of this resolution.

SECTION 5: This resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and general welfare of the citizens of Baltimore, Ohio, and in order to comply with the time periods mandated by ORC Section 709.023(C). Therefore, this resolution shall become effective immediately upon its passage by Council.



Rick Ellas, Mayor

DATE OF PASSAGE: 6-10-2024

EFFECTIVE DATE: 6-10-2024

ATTEST:



Brian Bibler, Fiscal Officer

SPONSOR: M. CREERY

APPROVED AS TO FORM:



Jeffrey Feyko, Village Solicitor

CERTIFICATION

I hereby certify the foregoing to be a true and exact copy of Resolution 2024- 14 as enacted by Baltimore Village Council on JUNE 10, 2024.



Brian Bibler, Fiscal Officer

J. H. Heringer
RECEIVED

AUG 08 2024

Fairfield County
Commissioners

RE: PETITION FOR ANNEXATION OF 83.346 +/- ACRES IN LIBERTY TOWNSHIP TO VILLAGE OF BALTIMORE PURSUANT TO O.R.C. SECTION 709.023 ET SEQ. (PETITIONERS: JAMES L. KELLER, TRUSTEE, ROBERT O. DERN & CYNTHIA DERN EASTEP)

AFFIDAVIT OF PUBLICATION

STATE OF OHIO, COUNTY OF FAIRFIELD) ss:

Now comes the undersigned Jeffrey Feyko, Agent for the Petitioners, and being first duly sworn, states as follows:

I served by regular U.S. Mail on the 17th day of June, 2024, a "Notice of Filing of Petition for Annexation" in the above matter, upon all adjacent property owners pursuant to O.R.C. Section 709.02(D). A copy of the Notice to all adjacent property owners is attached hereto.

Further Affiant sayeth naught.

Jeffrey Feyko

JEFFREY FEYKO, Affiant and Agent for Petitioners James L. Keller, Trustee, Robert O. Dern & Cynthia Dern Eastep

Sworn to and subscribed in my presence on this 8 day of August, 2024.



MELISSA JO MUSIC
Notary Public, State of Ohio
My Commission Expires 4-3-2025

Melissa Jo Music
Notary Public, State of Ohio

R. M. ...
RECEIVED

AUG 08 2024

Fairfield County
Commissioners

RE: PETITION FOR ANNEXATION OF 83.346 +/- ACRES IN LIBERTY TOWNSHIP TO VILLAGE OF BALTIMORE PURSUANT TO O.R.C. SECTION 709.023 ET SEQ. (PETITIONERS: JAMES L. KELLER, TRUSTEE, ROBERT O. DERN & CYNTHIA DERN EASTEP)

AFFIDAVIT OF PUBLICATION

STATE OF OHIO, COUNTY OF FAIRFIELD} ss:

Now comes the undersigned Jeffrey Feyko, Agent for the Petitioners, and being first duly sworn, states as follows:

I served by certified U.S. Mail on the 20th day of June, 2024, a "Notice of Filing of Petition for Annexation" in the above matter, upon the following:

Brian Bibler, Fiscal Officer
Village of Baltimore
103 W. Market Street
Baltimore, Ohio 43105

Rick May, Fiscal Officer
Liberty Township Trustees
2095 Reynoldsburg-Baltimore Rd.
Baltimore, Ohio 43105

Attached hereto are copies of the above Notices, together with certified mail return receipt cards or other documentation, confirming service by certified mail.

Further Affiant sayeth naught.

Jeffrey Feyko

JEFFREY FEYKO, Affiant and Agent
for Petitioners James L. Keller, Trustee,
Robert O. Dern & Cynthia Dern Eastep


Sworn to and subscribed in my presence on this 8 day of August, 2024.



MELISSA JO MUSIC
Notary Public, State of Ohio
My Commission Expires 4-3-2025

Melissa Jo Music
Notary Public, State of Ohio

Re: Petition for Annexation of 83.346 Acres +/- in Liberty Township to Village of Baltimore, Ohio
(Keller Family Annexation)

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none">■ Complete items 1, 2, and 3.■ Print your name and address on the reverse so that we can return the card to you.■ Attach this card to the back of the mailpiece, or on the front if space permits.	A. Signature <input checked="" type="checkbox"/> <i>Missy Music</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee
1. Article Addressed to: Brian Bibler, Fiscal Officer Village of Baltimore 103 West Market Street Baltimore, Ohio 43105  9590 9402 8398 3156 4335 13	B. Received by (Printed Name) <i>MISSY MUSIC</i>
2. Article Number (Transfer from service label) 7022 1670 0002 2487 5652	C. Date of Delivery <i>10/20/24</i>
PS Form 3811, July 2020 PSN 7530-02-000-9053	D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No 3. Service Type <input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™ <input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restricted Delivery <input checked="" type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery

Keller Annexation

Domestic Return Receipt

ALERT: FLOODING AND SEVERE WEATHER IN THE SOUTHEAST U.S. MAY IMPACT DELIVERY. ...

USPS Tracking®

FAQs >

Tracking Number:

Remove X

70221670000224875669

Copy Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item has been delivered to an agent for final delivery in BALTIMORE, OH 43105 on June 20, 2024 at 9:18 am.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Delivered to Agent
Delivered to Agent for Final Delivery

BALTIMORE, OH 43105
June 20, 2024, 9:18 am

See All Tracking History

Feedback

What Do USPS Tracking Statuses Mean? (<https://faq.usps.com/s/article/Where-is-my-package>)

Text & Email Updates

USPS Tracking Plus®

Product Information

Track Another Package

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee \$	
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy) \$	
<input type="checkbox"/> Return Receipt (electronic) \$	
<input type="checkbox"/> Certified Mail Restricted Delivery \$ <input type="checkbox"/> Adult Signature Required \$ <input type="checkbox"/> Adult Signature Restricted Delivery \$	
Postage \$	
Total Postage and Fees \$	
Sent To Rick May, Fiscal Officer Street and Apt. No. Liberty Township Trustees City, State, ZIP+4® 2095 Reynoldsburg-Baltimore Rd., Baltimore, Ohio 43105	
PS Form 3800, April 2015 PSN 7135-02-000-9017 See Reverse for Instructions	

7022 1670 0002 2487 5669

From: [McCrary, Eric T](#)
To: [Niceswanger, Bennett Joseph](#); [Brown-Thompson, Amy L](#); [Hanley, Mary Jane](#); [Mattei, Holly R](#); [Shumway, Michael R](#); [Upp, Jeremiah David](#); [Camechis, Jeffrey G](#); [Grubb, Jason R](#); [Hillberry, Joshua T](#); [Valentine, Jennifer M](#); [Vogel, Tony J](#); [Dilley, Nicholas L](#); [Harper, Joshua R](#); [Riffle, Brett H](#); [Davis, Steven A](#); [Lines, Austin R](#)
Cc: [Menningen, Rochelle M](#)
Subject: RE: Type 2 annexation
Date: Thursday, June 20, 2024 12:36:29 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

Bennett,

The only concern the Engineer's Office has, is in regards to house numbering.

Since Baltimore does their own house numbering, is there an agreement that can be made to make sure they follow the County House Numbering system since the existing homes outside this area and adjacent to it are addressed to our system. If they follow their system, it will be difficult for E911 services to find the house. We do not feel the existing homes should have to change their addresses. It appears the house numbering along SR158 north of the Cemetery has followed our system, regardless if it is in Baltimore or not. I just believe this should be memorialized in an agreement to cover the SR158 and Bickel Church Road areas.



Eric T. McCrary, P.E.

Deputy Engineer • Engineer's Office

📞 (740) 652-2375 📞 (740) 652-2300

🌐 <https://www.co.fairfield.oh.us/Engineer>

✉️ eric.mccrary@fairfieldcountyohio.gov

📍 [3026 W. Fair Ave. Lancaster, Ohio 43130](#)



From: Niceswanger, Bennett Joseph <bennett.niceswanger@fairfieldcountyohio.gov>

Sent: Monday, June 17, 2024 3:18 PM

To: [Brown-Thompson, Amy L](mailto:amy.brown-thompson@fairfieldcountyohio.gov) <amy.brown-thompson@fairfieldcountyohio.gov>; [Hanley, Mary Jane](mailto:jane.hanley@fairfieldcountyohio.gov) <jane.hanley@fairfieldcountyohio.gov>; [Mattei, Holly R](mailto:holly.mattei@fairfieldcountyohio.gov) <holly.mattei@fairfieldcountyohio.gov>; [Shumway, Michael R](mailto:mike.shumway@fairfieldcountyohio.gov) <mike.shumway@fairfieldcountyohio.gov>; [Upp, Jeremiah David](mailto:jeremiah.upp@fairfieldcountyohio.gov) <jeremiah.upp@fairfieldcountyohio.gov>; [Camechis, Jeffrey G](mailto:jeff.camechis@fairfieldcountyohio.gov) <jeff.camechis@fairfieldcountyohio.gov>; [Grubb, Jason R](mailto:jason.grubb@fairfieldcountyohio.gov) <jason.grubb@fairfieldcountyohio.gov>; [Hillberry, Joshua T](mailto:joshua.hillberry@fairfieldcountyohio.gov) <joshua.hillberry@fairfieldcountyohio.gov>; [Valentine, Jennifer M](mailto:jennifer.valentine@fairfieldcountyohio.gov) <jennifer.valentine@fairfieldcountyohio.gov>; [Vogel, Tony J](mailto:tony.vogel@fairfieldcountyohio.gov) <tony.vogel@fairfieldcountyohio.gov>; [Dilley, Nicholas L](mailto:nicholas.dilley@fairfieldcountyohio.gov) <nicholas.dilley@fairfieldcountyohio.gov>; [Harper, Joshua R](mailto:harper.joshua@fairfieldcountyohio.gov)

<joshua.harper@fairfieldcountyohio.gov>; McCrady, Eric T <eric.mccrady@fairfieldcountyohio.gov>; Riffle, Brett H <brett.riffle@fairfieldcountyohio.gov>; Davis, Steven A <steven.davis@fairfieldcountyohio.gov>; Lines, Austin R <austin.lines2@fairfieldcountyohio.gov>
Cc: Menningen, Rochelle M <rochelle.menningen@fairfieldcountyohio.gov>
Subject: Type 2 annexation


Good afternoon,


A Type II Annexation was filed this afternoon for 83.346 +/- Acres from Liberty Twp to the Village of Baltimore. I have attached the petition. Please let me know by noon on Friday, June 21, 2024, any issues or that you have no issues with the petition.

Best,


Bennett Niceswanger

Bennett J. Niceswanger
Communications & Information Coordinator

 210 E Main St.
Lancaster, OH
43130

 740-652-7883 (t)
740-652-7090 (o)



 fairfieldcountyohio.gov

Signature Page

Resolution No. 2024-08.13.a

A Resolution to Approve the Annexation of 83.346 +/- Acres from Liberty Township to the Village of Baltimore, Expedited Type II Annexation, Pursuant to ORC 709.023, Agent for Petitioner, Jeffrey Feyko

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve to appropriate from unappropriated into a major expense category for the FAA Grant Fund# 3011, subfund# 8272.

WHEREAS, budget needs established to do a final closeout for the FY22 FAA grant; and

WHEREAS, it is necessary to appropriate from unappropriated into the major expense category of capital outlay to complete the final closeout.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Fairfield County Board of Commissioners Appropriate from Unappropriated funds to the following major expense categories for capital outlay:

\$ 65.02 12301160 capital outlay

A resolution to approve to appropriate from unappropriated into a major expense category for the FAA Grant Fund# 3011, subfund# 8272.

For Auditor's Office Use Only:

Section 1.

+\$65.02 12301160 570000 FAA FY2022

Section 2. *Issue an Amended Certificate increasing the amount of \$33,300 to credit of fund # 3011, subfund# 8272.*

Section 3. *Request that the Fairfield County Auditor, on behalf of the Budget Commission, update receipt line (increasing) 12301160 433100 in the amount of \$33,300.*

Signature Page

Resolution No. 2024-08.13.b

A resolution to approve to appropriate from unappropriated into a major expense category for the FAA Grant Fund# 3011, subfund# 8272.

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, & Fairfield County Port Authority – Fund #7012, #7321, #7308, & #7865.

WHEREAS, the WIC grant Fund #7012, the Bioterrorism grant Fund #7321, Fairfield County Parks Fund# 7308, & Port Authority Fund # 7865 are all entitled to collect interest on the balance of their fund; and

WHEREAS, the Treasurer’s Office has balanced interest on all funds for the month of June 2024.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1: That the Fairfield County Auditor reflect the following memo receipts:

72730800 436100	Parks Interest Income	\$475.96
71701247 436100	WIC Interest Income	\$420.63
71732153 436100	Bioterrorism Interest Income	\$1,063.02
81786520 436100	Port Authority Interest Income	\$1.54
	Total - Agency Funds	\$1,961.15

These amounts represent monies owed to the WIC grant, Bioterrorism grant funds, Fairfield County Parks fund, & Port Authority Fund for interest collected and deposited into the General Fund as denoted above.

Section 2: That the Fairfield County Board of Commissioners approves the following expenditure of other expenses and requests that the Fairfield County Auditor accomplish the transaction as if a regular County Auditor warrant reimbursing the WIC grant, Bioterrorism grant fund, Fairfield County Parks fund, & Port Authority Fund for interest.

Memo expenditure as referenced in supporting documentation:

Account: 12100110 590000 Other Expenses

Amount: \$ 1,961.15

cc: Jamie Ehorn, Ginger Caito, Angel Conrad

James N Bahnsen

210 East Main Street

Lancaster, Ohio 43130

Fairfield County Treasurer

Telephone: (740)652-7140

July 26, 2024

Staci Knisley
Fairfield County Commissioners' Office
210 E. Main Street
Lancaster, OH 43130

Dear Staci,

The enclosed forms are interest allocation calculations for the Clean Ohio Agricultural Easement Program Fund, the CDBG Rehab Mortgage Refunds Fund, the the CDBG Project Income Fund, the Smith Escrow Trust Clean Ohio Agricultural Easement Fund, the RLF/CDBG Fund, and the RLF/D Fund.

JUN 24

2591 CDBG Rehab Mortgage Refunds	\$333.92
2675 CDBG Project Income	\$16.56
7113 Prepayment Fund	\$11.58
2716 RLF/CDBG Fund	\$454.54
2717 RLF/D Fund	\$2,311.96
7308 Fairfield County Historical Parks	\$475.96
7012 WIC Grant	\$420.63
7321 Bioterrorism Grant	\$1,063.02
5376 Self Fund Health Care	\$29,629.06
7865 Fairfield Port Authority (Econ Dev)	\$1.54

Total **\$34,718.77**

Respectfully,

James N Bahnsen
Fairfield County Treasurer

abk
enclosures

JUN 24

CDBG REHAB MORTGAGE REFUNDS

Fund Number:	2591
Beginning Balance:	\$59,548.90
End of Month Balance:	59,548.90
Average of Beginning and Ending Balance(A):	\$59,548.90
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.00021513
Amount to be Allocated to Fund:	\$333.92

JUN 24

CDBG PROJECT INCOME

Fund Number:	2675
Beginning Balance:	\$2,953.20
End of Month Balance:	\$2,953.20
Average of Beginning and Ending Balance(A):	\$2,953.20
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	1.06689E-05
Amount to be Allocated to Fund:	\$16.56

JUN 24

PREPAYMENT FUND

Fund Number:	7113
Beginning Balance:	\$564.24
End of Month Balance:	\$3,565.15
Average of Beginning and Ending Balance(A):	\$2,064.70
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	7.45905E-06
Amount to be Allocated to Fund:	\$11.58

JUN 24

RLF/CDBG FUND

Fund Number: 2716
Beginning Balance: \$80,048.90
End of Month Balance: \$82,067.75
Average of Beginning and Ending Balance(A): \$81,058.33

All County Funds Beginning Balance: 269,384,119.76
All County Funds Ending Balance: 284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B): \$276,803,998.04

Total Investment Income for the Month: \$1,552,185.70

(A) as a percent of (B): 0.000292837

Amount to be Allocated to Fund: \$454.54

JUN 24

EDA RLF SEQUESTERED

Fund Number:	2717
Beginning Balance:	\$410,870.08
End of Month Balance:	\$413,721.03
Average of Beginning and Ending Balance(A):	\$412,295.56
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.001489486
Amount to be Allocated to Fund:	\$2,311.96

JUN 24

FAIRFIELD COUNTY HISTORICAL PARKS

Fund Number:	7308
Beginning Balance:	\$52,856.47
End of Month Balance:	\$116,902.18
Average of Beginning and Ending Balance(A):	\$84,879.33
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.000306641
Amount to be Allocated to Fund:	\$475.96

JUN 24

WIC

Fund Number:	7012
Beginning Balance:	\$44,464.77
End of Month Balance:	105,557.20
Average of Beginning and Ending Balance(A):	\$75,010.99
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.00027099
Amount to be Allocated to Fund:	\$420.63

JUN 24

BIOTERRORISM GRANT

Fund Number:	7321
Beginning Balance:	\$196,645.46
End of Month Balance:	182,496.00
Average of Beginning and Ending Balance(A):	\$189,570.73
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.000684855
Amount to be Allocated to Fund:	\$1,063.02

JUN 24

SELF FUND HLTH CARE

Fund Number:	5376
Beginning Balance:	\$5,279,080.59
End of Month Balance:	5,288,525.26
Average of Beginning and Ending Balance(A):	\$5,283,802.93
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.019088608
Amount to be Allocated to Fund:	\$29,629.06

JUN 24

FAIRFIELD CO PORT AUTHORITY (ECON DEV)

Fund Number:	7865
Beginning Balance:	\$273.82
End of Month Balance:	\$273.82
Average of Beginning and Ending Balance(A):	\$273.82
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	9.8922E-07
Amount to be Allocated to Fund:	\$1.54

James N Bahnsen

210 East Main Street

Lancaster, Ohio 43130

Fairfield County Treasurer

Telephone: (740) 652-7140

July 26, 2024

Staci Knisley
Fairfield County Commissioners' Office
210 E. Main St.
Lancaster, OH 43110

Dear Staci,

The enclosed forms are interest allocation calculations for the Water and Sewer debt service and construction funds for June 2024.

Respectfully,

James N Bahnsen
Fairfield County Treasurer

ABK
Enclosures

Jun-24

Credit Amount	Fund#	Fund Name	GL#	Object
0.00	4300	BR - High Service ARE Water	12430033	436100
67.42	5461	Liberty Township Sewer	12546134	436100
1,552.46	5469	BR - Sewer VP Utility 99	12546933	436100
493.36	5533	Liberty Township Sewer Project	12553333	436100
2,319.74	5554	NR Tussing Rd Water Reclam Fac	12555433	436100
7.60	5555	BR - Sewer consolidação Bond 03	12555533	436100
1,555.22	5470	BR - Water VP Utility 99	12547026	436100
1,276.77	5534	Tussing Rd. WTF Improvement	12553426	436100
268.67	5556	BR - Water Consolidation BD 2003	12555626	436100

Total Journal Entry \$7,541.24

JUN 24

LIBERTY TOWNSHIP SEWER

Fund Number:	5461
Beginning Balance:	\$12,023.19
End of Month Balance:	12,023.19
Average of Beginning and Ending Balance(A):	\$12,023.19
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	4.34358E-05
Amount to be Allocated to Fund:	\$67.42

JUN 24

BR-SEWER VP UTILITY 99

Fund Number:	5469
Beginning Balance	\$278,442.84
End of Month Balance:	275,262.84
Average of Beginning and Ending Balance(A):	\$276,852.84

All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04

Total Investment Income for the Month: \$1,552,185.70

(A) as a percent of (B): 0.001000176

Amount to be Allocated to Fund: \$1,552.46

JUN 24

LIBERTY TWP SEWER PROJECT

Fund Number:	5533
Beginning Balance:	\$88,430.97
End of Month Balance:	87,533.47
Average of Beginning and Ending Balance(A):	\$87,982.22
All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04
Total Investment Income for the Month:	\$1,552,185.70
(A) as a percent of (B):	0.00031785
Amount to be Allocated to Fund:	\$493.36

JUN 24

NR TUSSING RD WATER RECLAM FAC

Fund Number: 5554
Beginning Balance: \$415,839.59
End of Month Balance: 411,527.59
Average of Beginning and Ending Balance(A): \$413,683.59

All County Funds Beginning Balance: 269,384,119.76
All County Funds Ending Balance: 284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B): \$276,803,998.04

Total Investment Income for the Month: \$1,552,185.70

(A) as a percent of (B): 0.0014945

Amount to be Allocated to Fund: \$2,319.74

JUN 24

BR SEWER CONSOLIDATION BOND 03

Fund Number:	5555
Beginning Balance:	\$1,355.32
End of Month Balance:	1,355.32
Average of Beginning and Ending Balance(A):	\$1,355.32

All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04

Total Investment Income for the Month:	\$1,552,185.70
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(A) as a percent of (B):	4.89632E-06
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Amount to be Allocated to Fund:	\$7.60
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JUN 24

BR-WATER VP UTILITY 99

Fund Number:	5470
Beginning Balance:	\$278,934.69
End of Month Balance:	275,754.69
Average of Beginning and Ending Balance(A):	\$277,344.69

All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04

Total Investment Income for the Month: \$1,552,185.70

(A) as a percent of (B): 0.001001953

Amount to be Allocated to Fund: \$1,555.22

JUN 24

TUSSING RD WTF IMP

Fund Number: 5534
Beginning Balance: \$228,807.53
End of Month Balance: 226,569.06
Average of Beginning and Ending Balance(A): \$227,688.30

All County Funds Beginning Balance: 284,223,876.32
All County Funds Ending Balance: 284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B): \$276,803,998.04

Total Investment Income for the Month: \$1,552,185.70

(A) as a percent of (B): 0.000822561

Amount to be Allocated to Fund: \$1,276.77

JUN 24

BR WATER CONSOLIDATION BD 2003

Fund Number:	5556
Beginning Balance:	\$46,162.01
End of Month Balance:	49,662.01
Average of Beginning and Ending Balance(A):	\$47,912.01

All County Funds Beginning Balance:	269,384,119.76
All County Funds Ending Balance:	284,223,876.32
Average of Beginning and Ending Balance, All County Funds(B):	\$276,803,998.04

Total Investment Income for the Month:	\$1,552,185.70
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(A) as a percent of (B):	0.00017309
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Amount to be Allocated to Fund:	\$268.67
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DAILY STATEMENT OF COUNTY TREASURER

AT CLOSE OF BUSINESS June 28, 2024

Form Prescribed by Bureau of Inspection and Supervision of Public Office

Treasurer's Form 6

Revised 03/07/05 ABP

		TREASURY	DEPOSITORY	TOTAL
Balance at Close of Business: June 27, 2024		1,015,042.29	281,704,568.02	282,719,610.31
Pay-Ins		1,756,543.93		1,756,543.93
Vendor's Licenses	LICVEN	0.00		0.00
Manuf. Home (MH-OH)	7116	0.00		0.00
Manuf Home (MH-EQ)	7504	763.06		763.06
Undivided Cigarette License Tax	7114	0.00		0.00
Utilities Collection		0.00		0.00
Undivided General Tax	7108	361,670.21		361,670.21
Escrow Prepayment	7113	0.00		0.00
Undivided Estate Tax	7115	0.00		0.00
Prepay Overage	7787	3.80		3.80
		0.00		0.00
Tax Refund	7109RF	5,384.31		5,384.31
		0.00		0.00
		0.00		0.00
Pre-Settlement Manuf. Home (MH-OH)	7128	0.00		0.00
Pre-Settlement Manuf. Home (MH-EQ)	7505	0.00		0.00
Pre-Settlement General	7109	0.00		0.00
Pre-Settlement Estate Tax	7117	0.00		0.00
Daily Receipts Total	2,124,365.31			
Investments:	Total from Chart 2 b	0.00		0.00
Misc.	Total from Chart 2 a	0.00		0.00
Check #	0	0.00		0.00
Wire & ACH Debit	Total from schedule F	410,129.87		410,129.87
		0.00		0.00
		0.00		0.00
Checks from Depository (schedule E)		209,969.43		209,969.43
Deposited with:				
Banks (schedule D)			2,006,554.74	2,006,554.74
ACH & Wire Total (schedule B)			298,279.63	298,279.63
Investment:	Total from Schedule C		0.00	0.00
SUBTOTAL (DAILY WORK)		2,744,464.61	2,304,834.37	5,049,298.98
TOTALS INCLUDING BALANCE		3,759,506.90	284,009,402.39	287,768,909.29
Disbursement:				
*	Wire & ACH Debits (schedule F)	410,129.87		410,129.87
				0.00
General Warrants (Fairfield Nat'l Bank)		209,969.43		209,969.43
Investment:	Total from Schedule C	0.00		0.00
Deposited in Depository (schedule B & D)		2,304,834.37		2,304,834.37
Checked from Depository				
Banks (Schedule E)			209,969.43	209,969.43
Check #	0		0.00	0.00
Investment:	Total from Chart 2 b		0.00	0.00
*	Total from Chart 2 a		0.00	0.00
Wires & ACH Debits (schedule F)			410,129.87	410,129.87
TOTAL		2,924,933.67	620,099.30	3,545,032.97
Balance at Close of Business Above Date		834,573.23	283,389,303.09	284,223,876.32

TREASURY 834,573.23
 LEDGER 8,418,147.67
 ICS 2,000,000.00
 INVESTMENTS 272,971,155.42
 sub total 284,223,876.32
 FORM 6 284,223,876.32
 0.00

Drawer 727.80
 Safe 9,850.00
 PNP 54,958.28
 Checks 769,037.15
 Total Treasury 834,573.23

Treasurer's Office, Fairfield County, Ohio
 Lancaster, Ohio June 28, 2024

To the County Auditor:

IT IS HEREBY CERTIFIED, that the foregoing is a true and correct STATEMENT of the Financial Transactions of the County.

28th day of JUNE

2024, also the balance in the treasury and depositories at the close of business on said day.

Jamarcus N. Robinson
Jennifer E. Brown

County Treasurer

Fiscal Specialist

Interest Report Fairfield County JUNE 2024

<u>Date</u>	<u>Pay-in</u>	<u>Fund</u>	<u>Acct #</u>	<u>Description</u>
June 3, 2024	\$14,771.08	GENERAL	110 436100	DEPINVINT FNB ICS APR INT
June 4, 2024	\$952.60	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 5, 2024	\$123,114.18	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 5, 2024	\$9,272.79	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 6, 2024	\$14,250.00	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 6, 2024	\$8,994.83	GENERAL	110 436100	DEPINVINT FNB ICS MAY INT
June 6, 2024	\$180,253.94	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 12, 2024	\$10,657.91	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 24, 2024	\$93,000.00	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 24, 2024	\$4,028.68	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 24, 2024	\$39,750.00	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 25, 2024	\$57,361.25	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 27, 2024	\$984.36	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV
June 28, 2024	\$967,869.87	GENERAL	110 436100	DEPINVINT STAR OHIO 2ND QTR 24
June 28, 2024	\$24,945.13	GENERAL	110 436100	DEPINVINT FNB 2ND QTR 24
June 28, 2024	\$1,979.08	GENERAL	110 436100	DEPINVINT FIFTH THIRD MULT INV

SUM:
\$1,552,185.70

Signature Page

Resolution No. 2024-08.13.c

A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, & Fairfield County Port Authority – Fund #7012, #7321, #7308, & #7865.

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve a memo receipt and expense for Stop Loss Pool Subfund & the Self-Funded Healthcare Fund.

WHEREAS, the Fairfield County Risk Committee agreed to fund the stop loss pool subfund quarterly based on the NFP Analytics report; and

WHEREAS, memo receipt and memo expenditures will allow proper accounting for the quarterly reports.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1: That the Fairfield County Auditor reflect the following memo receipt for the Stop Loss Pool Subfund:

12537601 434000 charges for services \$ 117,518.01

This amount represents monies the cash receipt from the Self-Funded Healthcare Fund for based on the NFP Analytics report; see attached.

Section 2: That the Fairfield County Board of Commissioners approves the following expenditure for the monies transferred from the Self-Funded Healthcare Fund for a cash transaction to the Stop Loss Pool Subfund.

Account: 12537600 580126 stop loss admin
Amount: \$ 117,518.01

Knisley, Staci A

From: Justavick, Susan <susan.justavick@nfp.com>
Sent: Thursday, July 25, 2024 1:11 PM
To: Hampson, Bart A; Knisley, Staci A
Cc: Hubben, Kate; Besenfelder, Patricia; Ivory, Zoe; Porter, Jeffrey David; Watson, Abby I
Subject: [E] Fairfield County - Group Stop Loss Pool - Q2
Attachments: 06-24 Fairfield Internal STOP LOSS.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Bart and Staci,

Attached is the Group Stop Loss Pool for second quarter 2024. The total deposit is \$117,518.01. Total claims breaching the \$250,000 stop loss is \$69,259.75.

Please let me know if you have any questions.

Sincerely,

Susan Justavick

Assistant Vice President, Consultant
Corporate Benefits
NFP, an Aon company
6450 Rockside Woods Blvd S. | Suite 250 | Cleveland, OH 44131
P: 216.264.2712 | M: 216-978-1464 | F: 216.816.0035 | susan.justavick@nfp.com | nfp.com

Insurance services provided through NFP Corporate Services (OH), Inc., a subsidiary of NFP Corp.

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FAIRFIELD COUNTY

Internal Stop Loss Pool Tracking

INCOME

Income

Fund Deposit	\$2,000,000
2023 Adjustment	\$143,558

12/31/2023 Balance \$2,143,558

2024

Jan-24	\$38,524.18
Feb-24	\$38,494.30
Mar-24	\$39,034.39
Apr-24	\$39,049.33
May-24	\$39,187.61
Jun-24	\$39,281.07
Jul-24	
Aug-24	
Sep-24	
Oct-24	
Nov-24	
Dec-24	
Total	\$233,570.88

2024 Income \$233,571

Total Income \$2,377,128

EXPENSE

(Claims reimbursed based on Internal Corridor)

Claims	Medical	Rx	Total	Expense
Internal ISL '24	\$250k-\$499k			
Jan-24	\$0.00	\$0.00	\$0.00	
Feb-24	\$0.00	\$0.00	\$0.00	
Mar-24	\$0.00	\$0.00	\$0.00	
Apr-24	(\$12,116.92)	(\$25.05)	(\$12,141.97)	
May-24	(\$4,250.69)	(\$114.71)	(\$4,365.40)	
Jun-24	(\$2,656.12)	(\$50,096.26)	(\$52,752.38)	
Jul-24			\$0.00	
Aug-24			\$0.00	
Sep-24			\$0.00	
Oct-24			\$0.00	
Nov-24			\$0.00	
Dec-24			\$0.00	
Total	(\$19,023.73)	(\$50,236.02)	(\$69,259.75)	

2024 Expenses -\$69,260

2024 Loss Ratio 29.7%

Prior Fund Balance	\$2,143,557.50
Current Fund Balance	\$164,311.13
ALL FUND Balance	\$2,307,868.63
Overall Loss Ratio	14.47%

FAIRFIELD COUNTY

Internal Stop Loss Pool Tracking

CONTRACT COUNTS Income Based on:

CC	Single	Family	Total
Internal Fee 2024	\$14.94	\$61.67	
Jan-24	267	560	827
Feb-24	265	560	825
Mar-24	264	569	833
Apr-24	265	569	834
May-24	266	571	837
Jun-24	264	573	837
Jul-24			
Aug-24			
Sep-24			
Oct-24			
Nov-24			
Dec-24			
Total	1,591	3,402	4,993

Signature Page

Resolution No. 2024-08.13.d

A resolution to approve a memo receipt and expense for Stop Loss Pool Subfund & the Self-Funded Healthcare Fund.

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 1001 for telecom services.

WHEREAS, additional appropriations are necessary for adding Public Transit telecom services for 2024; and

WHEREAS, appropriations from unappropriated funds will allow the budget to increase in the major category expense for contractual services.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the Fairfield County Auditor appropriate from unappropriated funds in the major expense category of contractual services:

\$ 23,000 contractual services 12100116

A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 1001 for telecom services.

For Auditor's Office Use Only:

\$ 23,000 12100116 553000 telecom

Signature Page

Resolution No. 2024-08.13.e

A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 1001 for telecom services.

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Common Pleas-Adult Probation; Fund # 2365, County Probation.

WHEREAS, additional appropriations are needed in the major expenditure object category for 2365, County Probation; and

WHEREAS, appropriating from unappropriated will allow proper accounting in the major expenditure object category.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The Fairfield County Board of Commissioners appropriate from unappropriated into the following category:

\$50,000; 13236500, Contractual Services

Prepared by: Brian Wolfe

**Appropriate from Unappropriated
For Auditor's Office Use Only:**

\$50,000

Org 13236500; Obj 550220 ; Drug Testing

Signature Page

Resolution No. 2024-08.13.f

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Common Pleas-Adult Probation; Fund # 2365, County Probation.

(Fairfield County Court of Common Pleas)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution to Appropriate from Unappropriated in a Major Expenditure Object Category for Dog Shelter, Fund #2002.

WHEREAS, additional appropriations are needed in the major expenditure object category for Fund#2002 ; and

WHEREAS, appropriating from unappropriated will allow proper accounting in the major expenditure object category.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The Fairfield County Board of Commissioners appropriate from unappropriated into the following category:

Capital Outlay	12200200	\$8,150.00
----------------	----------	------------

Prepared by: Leighann Adams
cc: Dog Shelter

**Appropriate from Unappropriated
For Auditor's Office Use Only:**

\$8,150.00 12200200-574000-Equipment, Software & Fixtures

Signature Page

Resolution No. 2024-08.13.g

A resolution to appropriate from unappropriated in a major expenditure object categories for Dog Shelter; #2002.

(Fairfield County Dog Shelter)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 07/24/2024.

WHEREAS, The Fairfield County Engineer has been expending funds from the Motor Vehicle fund for administrative costs attributable to the drainage repairs; and

WHEREAS, The Drainage Maintenance fund has received funds from the assessments to cover these administrative costs which have been deposited into the drainage maintenance fund as required; and

WHEREAS, it is necessary for the Motor Vehicle fund to recover the costs of these administrative and supply expenses from the drainage maintenance fund; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Fairfield County Board of Commissioner Appropriate from Unappropriated funds in the amount of \$5,968.78 into the following category:

\$111.14	30205700-Contractual Services
\$622.25	30249300-Contractual Services
\$145.05	30260500-Contractual Services
\$164.96	30260800-Contractual Services
\$344.93	30265900-Contractual Services
\$467.45	30281000-Contractual Services
\$111.14	30281100-Contractual Services
\$396.73	30281600-Contractual Services
\$156.80	30282300-Contractual Services
\$279.60	30282700-Contractual Services
\$1,355.83	30282900-Contractual Services
\$687.56	30283000-Contractual Services
\$1,016.71	30283200-Contractual Services
\$108.63	30284500-Contractual Services

A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 07/24/2024.

Section 2. The County Commissioners approve the following expenditure and request the Fairfield County Auditor accomplish the transaction by making the following memo expenditure, impacting appropriation as if a regular County Auditor warrant, reimbursing the Motor Vehicle fund for administrative and supply expenses incurred.

Memo Receipt as reference:

16202401-434000 \$5,968.78

Memo Expenditure as referenced:

Vendor: Fairfield County Engineer's Office
Amount: \$5,968.78
Paid: 07/24/2024

\$111.14	30205700-543000
\$622.25	30249300-543000
\$145.05	30260500-543000
\$164.96	30260800-543000
\$344.93	30265900-543000
\$467.45	30281000-543000
\$111.14	30281100-543000
\$396.73	30281600-543000
\$156.80	30282300-543000
\$279.60	30282700-543000
\$1,355.83	30282900-543000
\$687.56	30283000-543000
\$1,016.71	30283200-543000
\$108.63	30284500-543000

Prepared by: Julie Huggins
cc: Engineer

2024-08.13.h

A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 07/24/2024.

A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 07/24/2024.

**For Auditor's Office Use Only:
Section 1.**

\$111.14	30205700-543000
\$622.25	30249300-543000
\$145.05	30260500-543000
\$164.96	30260800-543000
\$344.93	30265900-543000
\$467.45	30281000-543000
\$111.14	30281100-543000
\$396.73	30281600-543000
\$156.80	30282300-543000
\$279.60	30282700-543000
\$1,355.83	30282900-543000
\$687.56	30283000-543000
\$1,016.71	30283200-543000
\$108.63	30284500-543000

Section 2. Issue an Amended Certificate in the amount of \$5,968.78 to credit of fund 2024

Section 3. Request that the Fairfield County Auditor, on behalf of the Budget Commission, update receipt line 16202401-434000 in the amount of \$5,968.78

Prepared by: Julie Huggins
cc: Engineer

Cost Data Sheet

Date: 07/17/24 **Location:** west bank
Township: Walnut
Section
Phase
Code 2057

Description of Work

weedeat around fence

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
				\$0.00	

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$1.10	\$0.00	
tr#49 odot#253					
tr#16 odot# 221	10		\$0.35	\$3.50	
tr#78 odot# 270*	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
				\$3.50	

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	0	\$26.51	\$0.00	\$0.00	\$0.00	\$0.00	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
Jake Taylor	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
						\$107.64	

Total Daily Cost

\$111.14

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/16/24 **Location:** Hickory Ridge
Township: GRE
Section
Phase
Code 2493

Description of Work

7/16 dig / repair c.o. @ lot#1

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
6" Solid End Cap	Menards	1	\$6.99	\$6.99	
6" ADS single wall tee	FCEO	1	\$0.00	\$0.00	
6" ADS double wall pipe	FCEO	3	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
1/8 YD topsoil	Wrights	0.25	\$27.50	\$6.88	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
\$13.87					

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
tr#49 odot#253		10	\$1.10	\$11.00	
tr#16 odot# 221		10	\$0.35	\$3.50	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
\$14.50					

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	4	\$26.51	\$106.04	\$31.81	\$52.38	\$190.24	
Josh Casto	4	\$26.25	\$105.00	\$31.50	\$51.87	\$188.37	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	4	\$15.00	\$60.00	\$18.00	\$29.64	\$107.64	
Jake Taylor	4	\$15.00	\$60.00	\$18.00	\$29.64	\$107.64	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$593.89							

Total Daily Cost

\$622.25

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Crescent Cove
Township: WAL
Section
Phase
Code 2605

Description of Work

7/11 chk basin
 7/15 basin chk
 7/18 basin check

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$0.00

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$1.10	\$0.00	
tr#49 odot#253		0	\$1.10	\$0.00	
tr#16 odot# 221		30	\$0.35	\$10.50	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$10.50

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	0	\$26.51	\$0.00	\$0.00	\$0.00	\$0.00	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	2.5	\$15.00	\$37.50	\$11.25	\$18.53	\$67.28	
Jake Taylor	2.5	\$15.00	\$37.50	\$11.25	\$18.53	\$67.28	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$134.55

Total Daily Cost

\$145.05

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/17/24 **Location:** hocking run Estates
Township: Bloom
Section
Phase
Code 2608

Description of Work

weedeat / hand ditch outlet Q hw3 7/17/2024

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$0.00

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$1.10	\$0.00	
tr#49 odot#253		0	\$1.10	\$0.00	
tr#16 odot# 221		10	\$0.35	\$3.50	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$3.50

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	0	\$26.51	\$0.00	\$0.00	\$0.00	\$0.00	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	3	\$15.00	\$45.00	\$13.50	\$22.23	\$80.73	
Jake Taylor	3	\$15.00	\$45.00	\$13.50	\$22.23	\$80.73	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$161.46

Total Daily Cost

\$164.96

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/22/24 **Location:** Ravines at Tollgate
Township: violet

Section
Phase
Code 2659

Description of Work

7/22 mortar pipe hw14

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
mortar	Menards	0.5	\$8.98	\$4.49	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$4.49

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
tr#49 odot#253	30		\$1.10	\$33.00	
tr#16 odot# 221	30		\$0.35	\$10.50	
tr#78 odot# 270*	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
					\$43.50

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	2	\$26.51	\$53.02	\$15.91	\$26.19	\$95.12	
Josh Casto	2	\$26.25	\$52.50	\$15.75	\$25.94	\$94.19	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
Jake Taylor	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$296.94

Total Daily Cost

\$344.93

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Haaf Farms
Township: VIO
Section:
Phase:
Code: 2810

Description of Work

7/11 basin chk 7/18 basin check
 7/15 chk basins
 7/16 fill sink hole s3 cb19
 7/17 weedeat sec3 basin 24-25

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
topsoil	Wrights	0	\$0.00	\$0.00	
		0.25	\$27.50	\$6.88	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$6.88

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
tr#49 odot#253	20	20	\$1.10	\$22.00	
tr#16 odot# 221	60	60	\$0.35	\$21.00	
tr#78 odot# 270*	0	0	\$3.50	\$0.00	
	0	0	\$0.00	\$0.00	
	0	0	\$0.00	\$0.00	
					\$43.00

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
Jeff Covell	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	1	\$26.51	\$26.51	\$7.95	\$13.10	\$47.56	
Josh Casto	1	\$26.25	\$26.25	\$7.88	\$12.97	\$47.09	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	6	\$15.00	\$90.00	\$27.00	\$44.46	\$161.46	
Jake Taylor	6	\$15.00	\$90.00	\$27.00	\$44.46	\$161.46	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$417.57

Total Daily Cost **\$467.45**

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/17/24 **Location:** Fairfield Farms
Township: bloom
Section:
Phase:
Code: 2811

Description of Work

weedeat Channel C sec 1 7/17/2024

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$0.00

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$1.10	\$0.00	
tr#49 odot#253	0		\$0.35	\$3.50	
tr#16 odot# 221	10		\$3.50	\$0.00	
tr#78 odot# 270*	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
					\$3.50

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	0	\$26.51	\$0.00	\$0.00	\$0.00	\$0.00	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
Jake Taylor	2	\$15.00	\$30.00	\$9.00	\$14.82	\$53.82	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$107.64

Total Daily Cost

\$111.14

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/16/24 **Location:** Greenfield Estates
Township: GRE
Section
Phase
Code 2816

Description of Work

7/16 fill sink hole s1 cb5
 7/18 p3 co11 replace 6" sdr cap & sleeve

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
topsoil	wrights	0.25	\$27.50	\$6.88	
6" sdr cleanout plug	Menards	1	\$9.99	\$9.99	
6" sdr fem adapter	Menards	1	\$13.09	\$13.09	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
\$29.96					

Equipment

Description	Hours*	Miles	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
tr#49 odot#253	20		\$1.10	\$22.00	
tr#16 odot# 221	20		\$0.35	\$7.00	
tr#78 odot# 270*	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
\$29.00					

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	3	\$26.51	\$79.53	\$23.86	\$39.29	\$142.68	
Josh Casto	3	\$26.25	\$78.75	\$23.63	\$38.90	\$141.28	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
Jake Taylor	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$337.77							

Total Daily Cost

\$396.73

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/16/24	Location: Glenshire III
Township: VIO	
	Section
	Phase
	Code 2823

Description of Work

7/16 fill sink hole s5 cb11

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
topsoil	Wrights	0.25	\$27.50	\$6.88	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
\$6.88					

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
tr#49 odot#253	0		\$0.00	\$0.00	
tr#16 odot# 221	1		\$1.10	\$1.10	
tr#78 odot# 270*	1		\$0.35	\$0.35	
	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
\$1.45					

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	1	\$26.51	\$26.51	\$7.95	\$13.10	\$47.56	
Josh Casto	1	\$26.25	\$26.25	\$7.88	\$12.97	\$47.09	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
Jake Taylor	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$148.47							

Total Daily Cost

\$156.80

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Meadowmoore
Township: VIO
Section
Phase
Code 2827

Description of Work

7/11 chk basins
 7/15 basin chk / clear debris front basin
 7/18 basin check

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$0.00

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$1.10	\$0.00	
tr#49 odot#253		0	\$1.10	\$0.00	
tr#16 odot# 221		30	\$0.35	\$10.50	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$10.50

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	0	\$26.51	\$0.00	\$0.00	\$0.00	\$0.00	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	5	\$15.00	\$75.00	\$22.50	\$37.05	\$134.55	
Jake Taylor	5	\$15.00	\$75.00	\$22.50	\$37.05	\$134.55	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$269.10

Total Daily Cost **\$279.60**

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Spring Creek
Township: VIO
Section
Phase
Code 2829

Description of Work

6/17/24 clear debris s3p2 cb2 6/17/2024
 7/22 s1p1 cbJ16, J17 br& mo 7/22/2024
 7/23 s2p1 cbL1 br&mo 7/23/2024

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
mortar	Menards	2.5	\$8.98	\$22.45	
brick	FCEO	21	\$0.38	\$7.98	
block	FCEO	4	\$1.16	\$4.64	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$35.07

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
tr#49 odot#253		45	\$1.10	\$49.50	
tr#16 odot# 221		45	\$0.35	\$15.75	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$65.25

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	9	\$26.51	\$238.59	\$71.58	\$117.86	\$428.03	
Josh Casto	9	\$26.25	\$236.25	\$70.88	\$116.71	\$423.83	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	9	\$15.00	\$135.00	\$40.50	\$66.69	\$242.19	
Jake Taylor	6	\$15.00	\$90.00	\$27.00	\$44.46	\$161.46	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$1,255.51

Total Daily Cost

\$1,355.83

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Violet Meadows
Township: VIO
Section
Phase
Code 2830

Description of Work 7/23 S1 cb20 br/mo
 7/11 basin chk
 7/15 chk basins
 7/18 basin check
 7/23 s3 cb33&34 br/mo

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
Mortar	menards	1.5	\$8.89	\$13.34	
Brick	FCEO	4	\$0.38	\$1.52	
Block	FCEO	0	\$1.16	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$14.86

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
tr#49 odot#253		10	\$1.10	\$11.00	
tr#16 odot# 221		40	\$0.35	\$14.00	
tr#78 odot# 270*		0	\$3.50	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$25.00

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	4	\$26.51	\$106.04	\$31.81	\$52.38	\$190.24	
Josh Casto	4	\$26.25	\$105.00	\$31.50	\$51.87	\$188.37	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	7	\$15.00	\$105.00	\$31.50	\$51.87	\$188.37	
Jake Taylor	3	\$15.00	\$45.00	\$13.50	\$22.23	\$80.73	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$647.71

Total Daily Cost **\$687.56**

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 **Location:** Woodstream
Township: VIO
Section
Phase
Code 2832

Description of Work 7/24 s1 CB 19-35-36 brick/mortar

7/11 basin chk
 7/15 chk basins
 7/18 basin check
 7/18 s3 cb4, 27 clear roots & debris

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
mortar	menards	1.5	\$8.98	\$13.47	
brick	FCEO	9	\$0.00	\$0.00	
blocl	FCEO	0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
				\$13.47	

Equipment

Description	Miles	Hours*	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
tr#49 odot#253	30		\$1.10	\$33.00	
tr#16 odot# 221	40		\$0.35	\$14.00	
tr#78 odot# 270*	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
				\$47.00	

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	2	\$26.51	\$53.02	\$15.91	\$26.19	\$95.12	
Josh Casto	8	\$26.25	\$210.00	\$63.00	\$103.74	\$376.74	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	9	\$15.00	\$135.00	\$40.50	\$66.69	\$242.19	
Jake Taylor	9	\$15.00	\$135.00	\$40.50	\$66.69	\$242.19	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
						\$956.24	

Total Daily Cost **\$1,016.71**

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

Cost Data Sheet

Date: 07/11/24 Location: Views At Pine Hill
 Township: BLO
 Section
 Phase
 Code 2845

Description of Work

7/11 clear debris mh3

Materials

DESCRIPTION	Supplier	Units	Price Ea.	Total	Invoice
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	
					\$0.00

Equipment

Description	Hours*	Miles	Price Ea.	Total	Invoice
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
tr#49 odot#253	5		\$1.10	\$5.50	
tr#16 odot# 221	5		\$0.35	\$1.75	
tr#78 odot# 270*	0		\$3.50	\$0.00	
	0		\$0.00	\$0.00	
	0		\$0.00	\$0.00	
					\$7.25

Wages

Name	Hours	Rate	Wage	30% BWC	38% Overhead	Total	Invoice
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Jeff Covell	1	\$26.51	\$26.51	\$7.95	\$13.10	\$47.56	
Josh Casto	0	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Sam Hammack	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
Jake Taylor	1	\$15.00	\$15.00	\$4.50	\$7.41	\$26.91	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
							\$101.38

Total Daily Cost

\$108.63

Sheet Completed By: JCovell
 sheet Completed By: Jcasto

CODE	NAME	AMOUNT
2057	WEST BANK	\$111.14 ✓
2493	HICKORY RIDGE	\$622.25 ✓
2605	CRESCENT COVE	\$145.05 ✓
2608	HOCKING RUN ESTATES	\$164.96 ✓
2659	RAVINES AT TOLLGATE	\$344.93 ✓
2810	HAAF FARMS	\$467.45 ✓
2811	FAIRFIELD FARMS	\$111.14 ✓
2816	GREENFIELD ESTATES	\$396.73 ✓
2823	GLENSHIRE III	\$156.80 ✓
2827	MEADOWMOORE	\$279.60 ✓
2829	SPRING CREEK	\$1,355.83 ✓
2830	VIOLET MEADOWS	\$687.56 ✓
2832	WOODSTREAM	\$1,016.71 ✓
2845	VIEWS AT PINE HILLS	\$108.63 ✓

TOTAL \$5,968.78

Signature Page

Resolution No. 2024-08.13.h

A resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 2050 for annual inspections in various subdivisions as of 7/24/2024.

(Fairfield County Engineer)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #7521 – Family Children First Council

WHEREAS, appropriate from unappropriated into major expense category of Materials & Supplies for org#60752100 is necessary for the expenses; and

WHEREAS, we need additional appropriations in our Contractual Services because we did not budget enough for Contractual Services.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Fairfield County Commissioners appropriate from unappropriated funds in the amount of \$14,500.00 for the major expense object categories:

60752100 Contractual Services \$14,500.00

For Auditor's Office Use Only:

Section 1.

60752100 530000 - \$14,500.00 Contractual Services

Prepared by: Morgan Fox, Fiscal Officer on behalf of FCFC

Signature Page

Resolution No. 2024-08.13.i

A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #7521 – Family Children First Council
(Fairfield County Family and Children First Council)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 7521, Family Children First Council

WHEREAS, appropriations are needed to cover expenses for 2024; and

WHEREAS, an account-to-account transfer will allow proper classification of major expenditure object categories.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the transfer of appropriations in the amount of \$3,281.33 is hereby authorized as follows:

From: 60752100, Contractual Services \$3,281.33

To: 607521000, Materials & Supplies \$3,281.33

Prepared by: Morgan Fox, Fiscal Officer

2024-08.13.j

**Account-to-Account Transfer
For Auditor's Office Use Only:**

Total Transfer of Appropriations \$3,281.33

From: 60752100, 530000, Contractual Services; \$3,281.33

To: 60752100, 560000, Materials & Supplies; \$3,281.33

Signature Page

Resolution No. 2024-08.13.j

A Resolution Approving an Account-to-Account Transfer into a Major Expenditure
Object Category – Fund # 7521, Family Children First Council

(Fairfield County Family and Children First Council)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution approving Fairfield County Plan for Child, Family and Adult Community and Protective Services Expenditures (State Budget Line Item 533) Job & Family Services

WHEREAS, the Fairfield County Job and Family Services receives a Child, Family and Adult Community and Protective Services Allocation from Ohio Department of Job and Family Services. These funds are state general revenue (GRF) funds and may be used as state or local match to support its child support enforcement agency (CSEA) or public children services agency (PCSA) activities. These costs must be associated with the purposes listed in OAC 5101:9-6-12.4; and,

WHEREAS, to properly access these funds for the CSEA or PCSA, they must be transferred from the Public Assistance Fund (within the County Financial Information System of ODJFS) to the Child Support Enforcement Fund or Public Children Services Fund, and such transaction is allowable based on OAC 5101:9-6-83 (for CSEA) and ORC 5101.144 (PCSA); and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That Corey Clark, Director of the County Department of Job and Family Services, is granted the authority to approve the transfer of \$131,485.00 within the ODJFS County Financial Information System (CFIS), of "533" money from the PA fund to the CSEA Fund for the purpose of Child Support Enforcement Agency, for SFY 24 funds, given the agency recommends using Child, Family and Adult Community and Protective Services allocated funds for CSEA activities.

Section 2. A copy of this resolution will be kept at the Fairfield County JFS to document the transactions which will occur in CFIS.

Prepared by: Josh Crawford, Deputy Director
cc: Corey Clark, Director Job & Family Services

Signature Page

Resolution No. 2024-08.13.k

A Resolution Approving the Fairfield County Plan for Child, Family and Adult Community and Protective Services Expenditures (State Budget Line Item 533)

(Fairfield County Job and Family Services)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution approving Fairfield County Plan for Income Maintenance Expenditures Job & Family Services

WHEREAS, the Fairfield County Job and Family Services receives a Income Maintenance Allocation from Ohio Department of Job and Family Services. These funds are state general revenue (GRF) funds and may be used as state or local match to support its child support enforcement agency (CSEA). These costs must be associated with the purposes listed in OAC 5101:9-6-05, OAC 5101:9-6-44; and,

WHEREAS, to properly access these funds for the CSEA, they must be transferred from the Public Assistance Fund (within the County Financial Information System of ODJFS) to the Child Support Enforcement Fund, and such transaction is allowable based on OAC 5101:9-6-05 (for CSEA); and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That Corey Clark, Director of the County Department of Job and Family Services, is granted the authority to approve the transfer of \$212,629.97 within the ODJFS County Financial Information System (CFIS), of "IM" money from the PA fund to the CSEA Fund for the purpose of child support enforcement administration, for SFY 24 funds, given the agency recommends using Income Maintenance (IM) allocated funds for CSEA activities.

Section 2. A copy of this resolution will be kept at the Fairfield County JFS to document the transactions which will occur in CFIS.

Prepared by: Josh Crawford, Deputy Director of Finance
cc: Corey Clark, Director Job & Family Services

Signature Page

Resolution No. 2024-08.13.I

A Resolution Approving the Fairfield County Plan for Income Maintenance Expenditures

(Fairfield County Job and Family Services)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to approve a memo exp./ memo receipt for the costs of Birth Certificates paid to Fairfield County Health Departments as a memo expenditure for fund# 2072 Public Children's Services

WHEREAS, FCJFS is responsible for paying the Health Department for their Birth Certificate costs; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1: That the Fairfield County Auditor reflect the following memo receipt:

71700300- 434410 Reimbursement - \$96.00

This amount represents monies owed to the Health Department for FCJFS's costs paid to the Health Department as denoted in the attached documentation.

Section 2: That the Fairfield County Board of Commissioners approves the following expenditure of other expenses and requests that the Fairfield County Auditor accomplish the transaction as if a regular County Auditor warrant reimbursing the Health Department for FCJFS's Birth Certificate costs

Memo expenditure as referenced in supporting documentation:

Vendor # 7482 Fairfield County Health Department

Account: 12207207-533000 Other Professional Services

Amount: \$96.00

Prepared by: Morgan Fox, Fiscal Officer

cc: Jamie Ehorn, Fairfield County Health Department

Signature Page

Resolution No. 2024-08.13.m

A resolution to approve a memo exp./ memo receipt for the costs of Birth Certificates paid to Fairfield County Health Departments as a memo expenditure for fund# 2072 Public Children's Services

(Fairfield County Job and Family Services)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to appropriate from unappropriated funds in a major expenditure object categories for Meals on Wheels-OAAFC, Inc. Fund# 2617

WHEREAS, unappropriated money exists within fund #2617-Meals on Wheels Older Adult Alternatives of Fairfield County, Inc. and

WHEREAS, an appropriation of unappropriated funds is needed to cover the expenditure of contractual services for in home services and transportation

WHEREAS, to appropriate from unappropriated will allow proper accounting in the major expenditure object category; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. The Fairfield County Board of Commissioners appropriate from unappropriated into the following category of contractual services:

\$95,000.00 12261700 contractual services

**A resolution to appropriate from unappropriated funds in a major expenditure object categories for Meals on Wheels-OAAFC, Inc.
Fund# 2617**

For Auditor's Office Use Only:

\$40,000.00 12261700 531103-Older Adult Services-REA Fees
\$55,000.00 12261700 530000 – contractual services

Prepared by: Sarah Arledge, Meals on Wheels-OAAFC

Signature Page

Resolution No. 2024-08.13.n

A resolution to appropriate from unappropriated funds in a major expenditure object categories for Meals on Wheels-OAAFC, Inc. Fund# 2617

(Fairfield County Meals on Wheels/Older Adult Agency)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

**A resolution to approve Final Acceptance of the Roll Hills Subdivision
[Regional Planning]**

WHEREAS, the public improvements of the Rolling Hills subdivision have now been completed pursuant to the requirements of the Fairfield County Subdivision Regulations,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That this Board hereby grants final acceptance of the public improvements for the Rolling Hills subdivision.

Section 2. That this Board hereby releases the maintenance bond for said subdivision.

Prepared by: Holly Mattei
cc: Regional Planning

Signature Page

Resolution No. 2024-08.13.o

A Resolution to Approve Final Acceptance of the Rolling Hills Subdivision
(Fairfield County Regional Planning Commission)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A Resolution Approving an Account-to-Account Transfer into a Major Expenditure Object Category – Fund # 1001, General Fund

WHEREAS, appropriations are needed to cover expenses for 2024; and

WHEREAS, an account-to-account transfer will allow proper classification of major expenditure object categories.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the transfer of appropriations in the amount of \$421,935.00 is hereby authorized as follows:

From: 23100101, Personal Services \$421,935.00
To: 23100101, Capital Outlay \$21,360.00
To: 23100101, Contract Services \$400,575.00

Prepared by: Elisa Dowdy
cc:

**Account-to-Account Transfer
For Auditor's Office Use Only:**

Total Transfer of Appropriations \$

From: 23100101, 511040, Salary Deputies; \$21,360.00
To: 23100101, 574000, Equipment; \$21,360.00

From: 23100101, 511040, Salary Deputies; \$400,575.00
To: 23100101, 530000, Contract Services; \$400,575.00

Signature Page

Resolution No. 2024-08.13.p

A Resolution Approving an Account-to-Account Transfer into a Major Expenditure
Object Category – Fund # 1001, General Fund

(Fairfield County Sheriff)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution authorizing an account to account transfer for MCU Fund 7858(Subfund 8341) COSSAP Grant

WHEREAS, appropriations are needed to cover expenses for 2024; and

WHEREAS, an account to account transfer will allow for proper classification of major expenditure object categories.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. That the transfer of appropriations in the amount of \$90,000.00. is hereby authorized as follows:

FROM: 78785824 Salaries
TO: 78785824 Contract Services

Section 2. That the transfer of appropriations in the amount of \$40,000.00. is hereby authorized as follows:

FROM: 78785824 Fringe Benefits
TO: 78785824 Contract Services

Prepared by: Christy Noland
cc: EMA

**A resolution authorizing an account to account transfer for MCU
Fund 7858(Subfund 8341) COSSAP Grant**

For Auditor's Office Use Only:

\$90,000.00

FROM: 78785824 511010 Salary -\$90,000.00

TO: 78785824 530000 Contract services +\$90,000.00

\$40,000.00

FROM: 78785824 521000 Health Insurance -\$30,000.00
78785824 523000 OPERS -\$10,000.00

TO: 78785824 530000 Contract services \$40,000.00

Signature Page

Resolution No. 2024-08.13.q

A resolution authorizing an account to account transfer for MCU Fund 7858 (Subfund 8341) COSSAP Grant

(South Central Major Crimes Unit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution to sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture.

WHEREAS, the Fairfield County Board of Commissioners have entered into a Cooperative Agreement with the Ohio Department of Agriculture for acquisitions of agricultural easements and;

WHEREAS, On or about April 23, 2024, the Fairfield County Board of Commissioners reviewed a request for support of a farm owned by Quilliam, Millersport Road, 65.6 acres, Walnut Township and determined that the nomination of the property for consideration for purchase of agricultural easement was acceptable. Funding is now available through the Clean Ohio Agricultural Easement Purchase Program;

WHEREAS, the Fairfield County Board of Commissioners must execute a Title Services Agreement to initiate formal review for program compatibility and clear title of the property;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1. That the Board of Commissioners hereby authorizes the President of the Board of Commissioners to sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture;

SECTION 2. That the Clerk is hereby directed to transmit certified and sealed copies of this resolution to the Fairfield Soil and Water Conservation District their designated Local Sponsor Representative.

Prepared by: Jonathan Ferbrache

**AGREEMENT BETWEEN
FAIRFIELD COUNTY BOARD OF COMMISSIONERS
AND
HOCKING VALLEY TITLE AGENCY INC.**

This Agreement is made and entered into on this _____ day of _____ 2024 by and between the **Fairfield County Board of Commissioners**, 210 East Main Street Lancaster, Ohio 43130, (“**Commissioners**”), and **Hocking Valley Title Agency, Inc.**, 144 East Main Street, Lancaster Ohio (“**Contractor**”), *the Ohio Department of Agriculture, 8995 East Main Street, Reynoldsburg, Ohio 43068 (“ODA”)* shall be considered a third party beneficiary of this agreement who hereby agree as follows:

WHEREAS, the Commissioners desire to engage Contractor to perform title search, commitment, escrow and closing services; and

WHEREAS, Ohio Revised Code Section 901.21 empowers the Ohio Department of Agriculture (ODA) in Cooperative Agreement with the Commissioners to acquire agricultural easements and to do all things necessary to retain land acquired thereby predominantly in agricultural use; and

WHEREAS, the Commissioners and ODA are proposing to purchase agricultural easements using funds from the Clean Ohio Agricultural Easement Purchase Program; and

WHEREAS, the Commissioners are required by Cooperative Agreement and deems it necessary to conduct a title search, obtain title insurance and secure an escrow agent for closing for such purposes; and

WHEREAS, Contractor desires to perform such services for the Commissioners in accordance with the terms and conditions prescribed by the Commissioners;

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements set forth herein, the parties hereto agree as follows:

ARTICLE I: NATURE OF CONTRACT

- 1.1 Contractor shall be employed as an independent contractor, to fulfill the terms of this Agreement. It is specifically understood that the nature of the services to be rendered under this Agreement are of such a nature that the Commissioners are the sole judge of the adequacy of such services.
- 1.2 The Commissioners enter into this Agreement in reliance upon Contractor’s representations that it has the necessary expertise and experience to perform its obligations hereunder, and Contractor warrants that it does possess the necessary expertise and experience.

- 1.3 Contractor shall perform the services to be rendered under this Agreement and the Commissioners shall not hire, supervise, or pay any assistants to Contractor in its performance under this Agreement. The Commissioners shall not be required to provide any training to Contractor to enable it to perform services required hereunder.
- 1.4 The Commissioners may, from time to time as it deems appropriate and necessary, communicate specific instructions and requests to the Contractor concerning the performance of the work described in this Agreement. Upon such notice and within a reasonable time, the Contractor shall comply with such instructions and fulfill such requests to the satisfaction of the Commissioners. It is expressly understood by the parties that the instructions and requests are for the sole purpose of performing the specific tasks requested and to ensure satisfactory completion of the work described in this Agreement.

ARTICLE II. SCOPE OF WORK

- 2.1 The Contractor shall perform the services set forth in Exhibit A, Scope of Work, for the property described in Exhibit B, both attached hereto and incorporated by reference as if fully rewritten herein.
- 2.2 The closing shall occur within ten (10) business days ("Closing Date") after the Commissioners via the Fairfield Soil and Water Conservation District, 831 College Avenue Suite B, Lancaster, Ohio 43130 ("District") and ODA forwards the Escrow Agreement with Purchase Payment to Escrow Agent.
- 2.3 The Commissioners may, from time to time as it deems appropriate, communicate specific instructions and requests to the Contractor concerning the performance of the work described in this contract. Upon such notice, the Contractor shall comply with such instructions and fulfill such requests to the satisfaction of the Commissioners. It is expressly understood by the parties that these instructions and requests are for the sole purpose of performing the specific tasks requested to ensure satisfactory completion of the work described in this contract. The Contractor shall retain responsibility for the management of the work, including the exclusive right to control or direct the manner or means by which the work described herein is performed. The Commissioners retains the right to ensure that the work of the Contractor is in conformity with the terms and conditions of the Agreement. Contractor is to accept direction from the District and ODA in the performance of work contained in this Agreement and set forth in Exhibit A, unless explicitly stated otherwise in writing by the Commissioners.

ARTICLE III. TIME OF PERFORMANCE.

- 3.1 The services as stated in Exhibit A, Scope of Work, shall be commenced on the date this agreement is entered into and concluded on or before the due date set forth in Exhibit B, excluding the recording of the easement. The recording of the easement shall occur on or before December 31, 2026.

- 3.2 This Agreement shall remain in effect until the work described in Exhibit A, Scope of Work, is completed to the satisfaction of the Commissioners and until Contractor is paid in accordance with Article IV, Compensation, or until terminated as provided in Article VI, Termination of Contractor's Services, whichever is sooner.
- 3.3 It is expressly agreed by the parties that none of the rights, duties, and obligations herein shall be binding on either party if award of this Agreement would be contrary to the terms of Ohio Revised Code ("R.C.") 3517.13, R.C. 127.16, or R.C. Chapter 102.

ARTICLE IV. COMPENSATION.

- 4.1 Initial title examination fees shall be paid, upon completion of the initial services by the Landowners who the District issued Notices of Selection to proceed to Phase 3, in accordance with the Ohio Administrative Code (OAC) 901-2-06. The Contractor shall be paid for services rendered as outlined in Exhibit B. Contractor shall be paid at the closing out of the proceeds to be deducted from the ODA's purchase funds.
- 4.2 The total amount due was computed according to the cost schedule set forth in Exhibit B.
- 4.3 Contractor shall not be reimbursed for travel, lodging or any other expenses incurred in the performance of this Agreement.
- 4.4 Contractor shall submit an invoice for the services performed at least thirty (30) days prior to closing consistent with this Article IV, Compensation. The invoice shall contain a description of the services performed and the sum due at that time pursuant to this Agreement.
- 4.5 Payment for Contractor services shall be made after all documents are recorded as required by the closing of the agricultural easement.
- 4.6 If, after costs are incurred for services, Landowners become ineligible for any reason or withdraws from receiving funding, Landowners shall be held completely responsible and shall reimburse the Commissioners or Contractor for all such costs in Exhibit C.
- 4.7 All additional attorney fees accrued from additional services required to secure a title commitment shall be paid by the landowner under separate agreement, and under no circumstances shall the Commissioners be required to pay the cost, expense, or fees incurred for any services performed by Contractor by, through, or in connection with this Agreement.

ARTICLE V: CERTIFICATION OF FUNDS

- 5.1 It is expressly understood and agreed by the parties that none of the rights, duties, and obligations described in this Agreement shall be binding on either party until all relevant statutory provisions of the Ohio Revised Code, including, but not limited to, R.C. 126.07,

have been complied with, and until such time as all necessary funds are available or encumbered and, when required, such expenditure of funds is approved by the Controlling Board of the State of Ohio, and the Commissioners shall receive written notice that such funds have been made available to the Commissioners by the Clean Ohio Agricultural Easement Purchase Program funding source.

ARTICLE VI: TERMINATION OF CONTRACTOR'S SERVICES

- 6.1 The Commissioners may, at any time prior to the completion of services by the Contractor under this Agreement, suspend or terminate this Agreement with or without cause by giving written notice to the Contractor.
- 6.2 Upon notice of suspension or termination, Contractor shall cease all work on the suspended or terminated activities under this Agreement, suspend or terminate all subcontracts relating to the suspended or terminated activities, take all necessary steps to limit disbursements and minimize costs, and if requested by the Commissioners, furnish a report, as of the date of receipt of notice of suspension or termination, describing the status of all work under this Agreement, including, without limitation, results, conclusions resulting therefrom, and any other matters the Commissioners require.
- 6.3 Contractor shall be paid for services rendered up to the date the Contractor received notice of suspension or termination, less any payments previously made, provided Contractor has supported such payments with detailed factual data containing services performed and hours worked. In the event of suspension or termination, any payments made by the Commissioners for which Contractor has not rendered services shall be refunded.
- 6.4 In the event this Agreement is terminated prior to its completion, Contractor, upon payment as specified, shall deliver to Commissioners all work products and documents which have been prepared by Contractor in the course of providing services under this Agreement. All such materials shall become and remain the property of the Commissioners, to be used in such manner and for such purpose as the Commissioners may choose.
- 6.5 Contractor agrees to waive any right to, and shall make no claim for, additional compensation against the Commissioners by reason of such suspension or termination.
- 6.6 Contractor may terminate this Agreement upon thirty (30) days prior written notice provided to the Commissioners.

ARTICLE VII: RELATIONSHIP OF PARTIES

- 7.1 The Commissioners and Contractor agree that Contractor shall be engaged by the Commissioners solely on an independent contractor basis, and Contractor shall therefore be responsible for all of its own business expenses, including, but not limited to, computers, phone service and office space. Contractor will also be responsible for all

licenses, permits, employees' wages and salaries, insurance of every type and description, and all business and personal taxes, including income and Social Security taxes and contributions for Workers' Compensation and Unemployment Compensation coverage, if any.

- 7.2 While Contractor shall be required to render services described hereunder for the Commissioners during the term of this Agreement, nothing herein shall be construed to imply, by reason of Contractor's engagement hereunder as an independent contractor, that the Commissioners shall have or may exercise any right of control over Consultant with regard to the manner or method of Contractor's performance of services hereunder.
- 7.3 Except as expressly provided herein, neither party shall have the right to bind or obligate the other party in any manner without the other party's prior written consent.
- 7.4 It is fully understood and agreed that the Contractor is an independent contractor and is not an agent, servant or employee of the Commissioners or the State of Ohio.

ARTICLE VIII: RECORD KEEPING

- 8.1 During the performance of the services required by this Agreement and for a period of three years after its completion, the Contractor shall maintain auditable records of all charges pertaining to this Agreement and shall make such records available to the Commissioners as the Commissioners may reasonably require.

ARTICLE IX: RELATED AGREEMENTS

- 9.1 The work contemplated in this Agreement is to be performed by Contractor, who may subcontract without the Commissioner's approval for the purchase of articles, supplies, components, or special mechanical services that do not involve the type of work or services described in Exhibit A, Scope of Work, but which are required for its satisfactory completion. Contractor shall not enter into other subcontracts related to the work described in this Agreement without prior written approval by the Commissioners. All work subcontracted shall be at Contractor's expense.
- 9.2 Contractor shall bind its subcontractors to the terms of this Agreement, so far as applicable to the work of the subcontractor, and shall not agree to any provision which seeks to bind the Commissioners to terms inconsistent with, or at variance from, this Agreement.
- 9.3 Contractor warrants that it has not entered into, nor shall it enter into, other agreements, without prior written approval of the Commissioners, to perform substantially identical work for the State of Ohio such that the product contemplated hereunder duplicates the work called for by the other agreements.
- 9.4 Contractor shall furnish to the Commissioners a list of all subcontractors, their addresses, tax identification numbers, and the dollar amount of each subcontract.

ARTICLE X: CONFLICTS OF INTEREST AND OFFSHORE LABOR PROHIBITION

- 10.1 No personnel of Contractor or member of the governing body of any locality or other public official or employee of any such locality in which, or relating to which, the work under this Agreement is being carried out, and who exercise any functions or responsibilities in connection with the review or approval of this Agreement or carrying out of any such work, shall, prior to the completion of said work, voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to the carrying out of said work.
- 10.2 Any such person who acquires an incompatible or conflicting personal interest, on or after the effective date of this Agreement, or who involuntarily acquires any such incompatible or conflicting personal interest, shall immediately disclose his or her interest to the Commissioners in writing. Thereafter, he or she shall not participate in any action affecting the work under this Agreement, unless the Commissioners shall determine in its sole discretion that, in the light of the personal interest disclosed, his or her participation in any such action would not be contrary to the public interest.

ARTICLE XI: NONDISCRIMINATION OF EMPLOYMENT

- 11.1 Pursuant to R.C. 125.111, Contractor agrees that Contractor, any subcontractor, and any person acting on behalf of Contractor or a subcontractor, shall not discriminate, by reason of race, color, religion, sex, age, national origin, sexual orientation, military status, ancestry, or disability against any citizen of this state in the employment of any person qualified and available to perform the work under this Agreement.
- 11.2 Contractor further agrees that Contractor, any subcontractor, and any person acting on behalf of Contractor or a subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this Agreement on account of race, color, religion, sex, age, national origin, sexual orientation, military status, ancestry, or disability.
- 11.3 Contractor represents that it has a written affirmative action program for the employment and effective utilization of economically disadvantaged persons and shall file a description of the affirmative action program and a progress report on its implementation with the equal employment opportunity office of the Commissioners of Administrative Services.

ARTICLE XII: RIGHTS IN DATA AND COPYRIGHTS/PUBLIC USE

- 12.1 The Commissioners shall have unrestricted authority to reproduce, distribute and use (in whole or in part) any reports, data or materials prepared by Contractor pursuant to this Agreement. No such documents or other materials produced (in whole or in part) with funds provided to Contractor by the Commissioners shall be subject to copyright by Contractor in the United States or any other country.

12.2 Contractor agrees that all deliverables or original works created under this Agreement shall be made freely available to the general public to the extent permitted or required by law until and unless specified otherwise by the Commissioners. Any requests received by Contractor should be referred to the Commissioners.

ARTICLE XIII: CONFIDENTIALITY

13.1 Contractor shall not discuss or disclose any information or material obtained pursuant to its obligations under this Agreement without the prior written consent of the Commissioners.

13.2 All provisions of this Agreement relating to “confidentiality” shall remain binding upon Contractor in the event of cancellation.

ARTICLE XIV: LIABILITY

14.1 Contractor agrees to indemnify and to hold the Commissioners and the State of Ohio harmless and immune from any and all claims for injury or damages arising from this Agreement which are attributable to Contractor’s own actions or omissions or those of its trustees, officers, employees, subcontractors, suppliers, third parties utilized by Contractor, or joint venturers while acting under this Agreement. Such claims shall include any claims made under the Fair Labor Standards Act or under any other federal or state law involving wages, overtime, or employment matters and any claims involving patents, copyrights, and trademarks.

14.2 Contractor shall bear all costs associated with defending the Commissioners and the State of Ohio against any claims as outlined in paragraph 14.1.

14.3 In no event shall either party be liable to the other party for indirect, consequential, incidental, special, or punitive damages, or lost profits.

ARTICLE XV: COMPLIANCE WITH LAWS

15.1 Contractor, in the execution of duties and obligations under this Agreement, agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances.

15.2 Contractor affirms that it has all of the approvals, licenses, or other qualifications needed to conduct business in Ohio and all are current. If at any time during the contract period Contractor, for any reason, becomes disqualified from conducting business in the State of Ohio, Contractor will immediately notify the Commissioners in writing and will immediately cease performance of contract activities.

ARTICLE XVI: DRUG FREE WORKPLACE

16.1 Contractor agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted subcontractors purchase, transfer, use or possess illegal drugs or alcohol, or abuse prescription drugs in any way when they are engaged in the work being performed hereunder.

ARTICLE XVII: CAMPAIGN CONTRIBUTIONS

17.1 Contractor hereby certifies that neither Contractor nor any of Contractor's partners, officers, directors, shareholders nor the spouses of any such person have made contributions in excess of the limitations specified in R.C. 3517.13.

ARTICLE XVIII: ENTIRE AGREEMENT/WAIVER

18.1 This Agreement contains the entire agreement between the parties hereto and shall not be modified, amended or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto.

18.2 This Agreement supersedes any and all previous agreements, whether written or oral, between the parties.

18.3 A waiver by any party of any breach or default by the other party under this Agreement shall not constitute a continuing waiver by such party of any subsequent act in breach of or in default hereunder.

ARTICLE XIX: NOTICES

19.1 All notices, consents, requests and other communications hereunder shall be in writing and shall be deemed to be given upon receipt thereof, and shall be sent to the addresses set forth hereunder or to such other address as the other party hereto may designate by written notice transmitted in accordance with this provision.

- 1). In case of the Commissioners to:
Fairfield County Board of Commissioners
Attn: County Administrator
210 East Main Street
Lancaster, OH 43130

- 2). In case of the Contractor, to:
Hocking Valley Title Agency, Inc
Attn: Sarah N. Hall
144 East Main Street
Lancaster, OH 43130

ARTICLE XX: HEADINGS

20.1 The headings in this Agreement have been inserted for convenient reference only and shall not be considered in any questions of interpretation or construction of this Agreement.

ARTICLE XXI: SEVERABILITY

21.1 The provisions of this Agreement are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless, be binding and enforceable.

ARTICLE XXII: CONTROLLING LAW

22.1 This Agreement and the rights of the parties hereto shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio. Contractor agrees that only Ohio courts shall have jurisdiction over any action or proceeding concerning this Agreement and/or performances thereunder.

ARTICLE XXIII: SUCCESSORS AND ASSIGNS

23.1 Neither this Agreement nor any rights, duties, or obligations hereunder may be assigned or transferred in whole or in part by the Contractor, without the prior written consent of the Commissioners.

ARTICLE XXIV: FINDINGS FOR RECOVERY

24.1 Contractor warrants that it is not subject to an "unresolved" finding for recovery under R.C. 9.24. If this warranty is found to be false, this Agreement is void ab initio and the Contractor shall immediately repay to the Commissioners any funds paid under this Agreement.

ARTICLE XXV: DEBARMENT

25.1 Contractor represents and warrants that it is not debarred from consideration for contract awards by the Director of the Commissioners of Administrative Services, pursuant to either R.C. 153.02 or R.C. 125.25. If this representation and warranty is found to be false, this Agreement is void ab initio and Contractor shall immediately repay to the Commissioners any funds paid under this Agreement.

ARTICLE XXVI: DECLARATION REGARDING MATERIAL ASSISTANCE/NON-ASSISTANCE TO A TERRORIST ORGANIZATION

26.1 Contractor hereby represents and warrants to the Commissioners that it has not provided any material assistance, as that term is defined in R.C. 2909.33(C), to any organization identified by and included on the United States Commissioners of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the "Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization," available at <http://homelandsecurity.ohio.gov/dma/dma.asp>. Contractor further represents and warrants that it has provided or will provide such to the Commissioners prior to execution of this Agreement.

26.2 If these representations and warranties are found to be false, this Agreement is void ab initio and Contractor shall immediately repay to the Commissioners any funds paid under this Agreement.

ARTICLE XXVII: EXECUTION

27.1 This Agreement is not binding upon the Commissioners unless executed in full.

ARTICLE XXVIII: ANTITRUST ASSIGNMENT

28.1 Contractor agrees to assign to the Commissioners all State and Federal antitrust claims and causes of action that relate to all goods and services provided for in this Agreement.

ARTICLE XXIX: CONFLICT

29.1 In the event of any conflict between the terms and provisions of the body of this Agreement and any exhibit hereto, the terms and provisions of the body of this Agreement shall control.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers, as of the day and year first above written.

CONTRACTOR:

Hocking Valley Title Agency, Inc.
Sarah N. Hall
144 East Main Street
Lancaster, OH 43130

By: _____

Name: _____

Title: _____

Date: _____

Federal Tax Identification Number:

COMMISSIONERS:

Fairfield County Board of Commissioners
County Commissioner
210 East Main Street
Lancaster, OH 43130

By: _____

Name: _____
County Commissioner

Date: _____

APPROVED AS TO FORM:

Exhibit A

SCOPE OF WORK

- A. Title Search. The Contractor, under the direction and to the satisfaction of the Commissioners, shall search the public records concerning the titles to the parcels of such real estate as delineated in the Agricultural Easement Parcel Number List attached hereto as Exhibit B and incorporated herein by reference. The Contractor shall submit a written report, in a form acceptable to the Commissioners, as to each parcel, each of which shall include the factual information enumerated below, to the extent that such information can be ascertained from a search of the public records relating to the title of said real estate. The search shall cover a period sufficient to satisfy the State that all matters presently affecting the title have been found, but in no event for a period less than ninety (90) years with legible copies of the source documents. The search shall be documented in a Commitment for Title Insurance, which should include at a minimum the following:
1. The name, address, and marital status of record holder or holders of title.
 2. The name, address of spouse, if any, a record holder or holders of title.
 3. List of the combined actual total acreage for the entire interest in land being acquired in the Easement.
 4. The names, and if it appears of record, the address, of the owners of any encumbrances upon or interest in the real estate, such as mortgages, land contract, leases, easements, rights-of-way, mineral rights or reservations, together with the recording references and dates thereof.
 5. Unsatisfied executions and lien judgments, foreign or domestic, or pending suits of record in the courts of records and on file in the Sheriff's office and the Clerk of Court's office of said county, which may affect the title to the real estate examination.
 6. Any other tax liens, mechanics liens, recognizance liens, unemployment compensation liens, workers compensation liens or any other infirmity, encumbrances, liens, or cloud on title disclosed by the public records of the County where the real estate is located.
 7. The tax duplicate description, auditor's parcel number, current agricultural recoupment or use valuation, if applicable, and current tax valuation, including statement of taxes, assessment liens, penalties, and interest which have not been paid and are a lien.
 8. The gross acres of all parcels, minus highway rights-of-way and all other exclusions or transfers, in order to provide a net acreage of all parcels for the agricultural easement.
 9. Attach a complete copy of recorded deed of the land or parcels of land which make up an owner's property which are used as a unit of land acquired for the Commissioners and the Ohio Department of Agriculture's (ODA) purposes, together with the recording reference and dates thereof, and a statement of the total acreage to be acquired by the agricultural easement.
- B. Title Insurance Commitment

1. Contractor shall provide a title insurance commitment naming the Ohio Department of Agriculture as an insured party.

C. Escrow Services

1. Contractor shall provide escrow services and shall serve as escrow agent at closing specified by The Commissioners and the Ohio Department of Agriculture for the purchase of the agricultural easement.
2. Costs incurred for title services will be reimbursed to the Commissioners and ODA through the title insurance company, as escrow agent, at closing by the respective landowner noted in Exhibit B as documented in the ODA approved settlement statement (HUD-1).

D. Closing

1. Contractor shall provide recording services surrounding the agricultural easement acquisition in the most cost effective manner on behalf of the Commissioners and ODA subject to the pre-approval of the Commissioners and ODA.
2. Unless otherwise agreed to in advance by the Commissioners and ODA, Contractor shall schedule and conduct a “roundtable” closing for the agricultural easement at a mutually convenient place and time for all necessary parties.
3. The title agent will collect all required signatures for necessary documents and record the easement and any other necessary documents, in addition to any other items outlined in the Closing Letter.
4. The Commissioners and ODA shall tender a lump sum payment to title insurance company, as escrow agent, for distribution to the landowner and/or landowner’s assignee(s) in the proportions directed by the landowner.
5. All recorded original documents as requested in the Closing Letter must be returned to the Commissioners and ODA as soon as possible.
6. Secure a policy of title insurance if the federal government is involved on A.L.T.A U.S. Policy Form 1991 for an amount specified by the Commissioners and ODA or an A.L.T.A. U.S. Policy Form 2006 to the local sponsor when requested.
7. Secure an Owners Policy of title insurance for ODA.

Exhibit B

This property to be covered by easement in the Ohio Agricultural Easement Purchase Program is inclusive of the following parcels:

Owner: Joshua A. Quilliam

Property Location: 9575 Millersport Road NE
Baltimore, OH 43105

County: Fairfield

Township: Walnut

Parcel Number:	Acres:
0490248200	65.6
Title Search:	\$- 850.00
Title Insurance Commitment:	\$- 50.00
Title Insurance Premium:	\$- 759.00 Basic Owner's (\$131,200)
Settlement Fee:	\$-250.00

Total:

Plus Additional Costs as needed:

Title Updates: \$25.00 per update

Closing Protection Letter: \$40.00

Endorsements/

Deletion of General Exceptions: \$250.00

Recording: Contingent on Page Count (\$34 first two pages of a document, \$8 for each subsequent page, \$4 per reference) \$418.00 as estimated

Recording Service Fee: \$40.00

Copy Costs: \$3.00 per page

Courier Fee: \$25.00 package

Wire Fee: \$15.00 incoming / \$30.00 outgoing

Document Preparation Cost: \$100.00

Title Search Due Date: 9-16-24



NOTICE

July 26, 2024

Joshua Quilliam
2256 Canal Road NE
Baltimore, OH 43105-2500

Dear Joshua Quilliam:

Congratulations on the selection of your 2024 Clean Ohio Local Agricultural Easement Purchase Program (“LAEPP”) application in this year’s funding round. Your application is now eligible to proceed to Phase 3, in accordance with Ohio Administrative Code (“OAC”) § 901-2-06.

The purchase price of your agricultural easement is expected to be \$131,200.00 (One Hundred Thirty-One Thousand Two Hundred and 00/100 dollars). This price is based on the acreage stated in your 2024 LAEPP application, which shows as 65.6 acres. This price may be adjusted if the subsequent title search and survey (if necessary) show less acreage than what was submitted on your application. Please review the acknowledgements below, which explain the next phase of the easement purchase process.

Upon exercise of this NOTICE:

1. Landowner acknowledges that the *Fairfield County Board of Commissioners* shall obtain, on the Ohio Department of Agriculture (“ODA”)’s behalf, a title guaranty, attorney’s certificate or title insurance as evidence of the title to be conveyed.
 - a. Costs incurred by *Fairfield County Board of Commissioners* for the above items will be reimbursed to *Fairfield County Board of Commissioners* through the title insurance company, as escrow agent, at closing by deducting these costs from the Agricultural Easement purchase price.
 - b. *Fairfield County Board of Commissioners* will review the previously mentioned documentation for compliance with LAEPP requirements, and if *Fairfield County Board of Commissioners* and ODA determines that the documentation is in compliance, Landowner will receive written notice that it has been selected to proceed to Phase 4, which consists of ODA and Landowner signing a Purchase Agreement.
 - c. If, after costs are incurred by *Fairfield County Board of Commissioners* for the above items, Landowner becomes ineligible for any reason or withdraws from receiving funding, Landowner shall be held completely responsible and shall reimburse *Fairfield County Board of Commissioners* for all such costs.

- d. ODA may require that the property be surveyed by a duly licensed surveyor at Landowner's expense, if ODA determines that the boundaries of the easement property are not sufficiently described to enforce the easement or if a survey is required to record the easement.
- 2. Title to the application property shall not be subordinate to any other legal or equitable interest, the exercise of which would result in a conversion of the land from predominately agricultural use. Landowner shall provide subordination agreement(s) from any party that has a legal or equitable interest in the land identified in the application, or in the title search, that *Fairfield County Board of Commissioners* and/or ODA determines is not conducive to keeping the land in agriculture.

NOTE: Any liens, encumbrances, mortgages and easements allowed to remain must be subordinated in accordance with the policies of ODA before payment of the purchase price is permitted.

- 3. Landowner acknowledges that subdividing of an agricultural easement is prohibited. All parcels that make up the application property will be bound together by one permanent agricultural easement. In the future, if the land under easement is sold or transferred, all parcels must be conveyed as one unit and cannot be sold or transferred separately.
- 4. Landowner acknowledges that no additional house(s) may be added to the property if homes already exist. If no housing currently exists, landowner acknowledges that they will be permitted to reserve a home site for one future single-family residence.
- 5. Landowner acknowledges and consents that the application may be submitted to the United States Department of Agriculture's ("USDA") Natural Resources Conservation Service ("NRCS") for partial reimbursement under the Agricultural Conservation Easement Program – Agricultural Land Easement ("ACEP-ALE") program for the purchase of the Agricultural Easement.
- 6. Landowner acknowledges that if application is submitted to USDA/NRCS, compliance with the ACEP requirements will be required by the Landowner.
- 7. Landowner acknowledges that any award is public record and such information may be released to the media in accordance with the requirements of Ohio law.
- 8. Landowner acknowledges that any funding is contingent upon the availability of funds from the Clean Ohio Agricultural Easement Fund.
- 9. Landowner further acknowledges that this Notice does not guarantee the receipt of funding, but is an agreement by Landowner to abide by the terms of this Notice and proceed to Phase 3 of the Local Agricultural Easement Purchase Program.

If all landowners agree to proceed to Phase 3 of the application process, please sign and date below. Please return the **SIGNED NOTICE** to the Ohio Department of Agriculture – Office of Farmland Preservation within 10 business days after the date of this Notice, if you desire to proceed to Phase 3. Send electronically to farmlandpres@agri.ohio.gov or in hardcopy to the Ohio Department of Agriculture, ATTN: Office of Farmland Preservation, 8995 East Main Street, Reynoldsburg, Ohio 43068. If no response is received within 10 business days, the application will not proceed to Phase 3.

If you have any questions, do not hesitate to contact the Office of Farmland Preservation at farmlandpres@agri.ohio.gov or 614-728-6238.

Sincerely,



Kirk Hines, P.E.
Deputy Director & Chief, Division of Soil and Water Conservation
Interim Executive Director, Office of Farmland Preservation

CC: Local Sponsor (via email)

ACKNOWLEDGEMENT AND ACCEPTANCE

MY SIGNATURE INDICATES THAT I HAVE READ, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS/TERMS AND CONDITIONS ABOVE.

Signature: 

Printed Name: JOSHUA A. WILLIAMS

Date: 8-2-24

Signature: _____

Printed Name: _____

Date: _____

Signature: _____

Printed Name: _____

Date: _____

Signature: _____

Printed Name: _____

Date: _____

***If more than four signatures are required, please attach a sheet with remaining signatures.
Notice of Selection Template Date: 06/28/2023**

Prosecutor's Approval Page

Resolution No.

A resolution to sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture.

(Fairfield County Soil and Water Conservation District)

Approved as to form on 8/11/2024 2:21:42 PM by Amy Brown-Thompson,



Amy Brown-Thompson
Prosecutor's Office
Fairfield County, Ohio

Signature Page

Resolution No. 2024-08.13.r

A Resolution to Sign the Title Services Agreement for the Quilliam Farm through the Clean Ohio Local Agricultural Easement Purchase Program with the Ohio Department of Agriculture

(Fairfield County Soil and Water Conservation District)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution approving to appropriate from Unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

WHEREAS, Public Transit’s SFY2025 ODOT grant budget needs adjustments for CY2024; and

WHEREAS, appropriate from unappropriated within major expenditure object categories will allow the budget to be adjusted.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Board of County Commissioners approve to appropriate from unappropriated in the following major object expense categories:

\$ 700,000 contractual services 12290800

A resolution approving to appropriate from unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

For Auditor's Office Use Only:

Section 1.

\$700,000 12290800 530000

Section 2. *Issue an Amended Certificate in the amount \$700,000 to increase fund # 2908.*

Section 3. *Request that the Fairfield County Auditor, on behalf of the Budget Commission, update receipt line 12290800 433000 intergovernmental revenues in the amount of \$700,000.*

Signature Page

Resolution No. 2024-08.13.s

A resolution approving to appropriate from unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

(Fairfield County Transit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution approving to appropriate from Unappropriated into major expense categories for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

WHEREAS, Public Transit’s SFY2025 ODOT grant budget needs adjustments for CY2024; and

WHEREAS, appropriate from unappropriated within major expenditure object categories will allow the budget to be adjusted.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Board of County Commissioners approve to appropriate from unappropriated in the following major object expense categories:

\$ 12,500 contractual services 12290812

A resolution approving to appropriate from Unappropriated into a major expense category within a major expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

For Auditor's Office Use Only:

Section 1. *Appropriate from unappropriated in the amount of \$12,500 for fund #2908 as follows:*

\$ 12,500 12290812 530000 PT100

Signature Page

Resolution No. 2024-08.13.t

A resolution approving to appropriate from unappropriated into a major expense category expenditure category for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

(Fairfield County Transit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution approving a reduction of appropriations of major expense categories for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

WHEREAS, Public Transit’s SFY2025 ODOT grant budget needs adjustments for CY2024; and

WHEREAS, a total reduction in major expense object categories in the amount of \$77,514 will adjust the CY2024 budget.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1. Request that the Board of County Commissioners approve the total **reduction** in appropriations of \$ 77,514.

12290800-510000	PERSONNEL COSTS	\$(50,720.00)
12290800-520000	FRINGE BENEFITS	\$(24,800.00)
12290800-530000	CONTRACTUAL SERVICES	\$(11,694.00)
12290800-560000	MATERIALS & SUPPLIES	+ \$11,000.00
12290800-570000	CAPITAL OUTLAY	\$ (1,300.00)
	Total Reduction	\$(77,514.00)

Signature Page

Resolution No. 2024-08.13.u

A resolution approving a reduction of appropriations of major expense categories for Grant Fund# 2908 for the Ohio Department of Transportation (ODOT) grant.

(Fairfield County Transit)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval.

WHEREAS, departments that need the Board of Commissioners' approval for payment of their invoices have submitted their invoices to the County Auditor; and

WHEREAS, the County Auditor has submitted the cash disbursement journal for payment of invoices for the check date of August 15, 2024.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS, FAIRFIELD COUNTY, STATE OF OHIO:

Section 1. That the Fairfield County Board of County Commissioners approves the attached cash disbursement journal.

Prepared by: Auditor/Finance
cc: Finance Office

INVOICES BY DEPARTMENT

08/15/2024 to 08/15/2024

Check #	Check Date	Vendor #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
1200 COMMISSIONERS ADMIN									
Fund: 1001 - GENERAL FUND									
1586114	08/15/2024	82133	JEFF PORTER	7/29/24	07/29/2024	24000207	C0813	SUPPLIES FOR STATE OF COUNTY	132.70
5407396	08/15/2024	7689	NATIONAL PUBLIC EMPLOYER LABOR RELATIONS	11275	08/07/2024	24000025	C0813	2024 OHPE;RA CPMFEREMCE OCT 16	87.50
5407400	08/15/2024	77570	LANCASTER CITY AUDITOR	4/1-6/30/24	04/01/2024	24000530	C0813	MUNI COURT PAYROLL REIMBURSEMENT 4/1-6/30	51,656.01
5407400	08/15/2024	77570	LANCASTER CITY AUDITOR	4/1-6/30/2024	04/01/2024	24000529	C0813	MUNI COURT CLERK PAYROLL REIMBURSEMENT 4/1-6/30	27,932.61
Fund: 2876 - FISCAL RECOVERY (ARP)									
5407399	08/15/2024	12841	LAW GENERAL CONTRACTTING INC	2	07/31/2024	24004048	C0813	Valley Force Main	136,386.46
								TOTAL: COMMISSIONERS ADMIN	216,195.28

INVOICES BY DEPARTMENT

08/15/2024 to 08/15/2024

Department

Check #	Check Date	Vendor #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
1270	COMM-MAINTENANCE								
Fund: 3435 - PERMANENT IMPROVEMENT FUND									
5407398	08/15/2024	12318	GUTKNECHT CONSTRUCTION COMPANY	2	07/31/2024	24003694	C0813	Workforce /OU Engineering Lab Alterations	66,169.81
Fund: 3897 - WORKFORCE STATE CAPITAL PROJ									
5407398	08/15/2024	12318	GUTKNECHT CONSTRUCTION COMPANY	2	07/31/2024	24003694	C0813	Workforce /OU Engineering Lab Alterations	201,648.19
								TOTAL: COMM-MAINTENANCE	267,818.00

INVOICES BY DEPARTMENT

08/15/2024 to 08/15/2024

Department

Check #	Check Date	Vendor #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
1600			ENGINEER-ADMIN						
			Fund: 3445 - ODOT PROJECTS						
5407397	08/15/2024	7854	COMPLETE GENERAL CONSTRUCTION	3	06/14/2024	23006738	C0813	CONSTRUCTION IN PROGRESS	121,614.90
								TOTAL: ENGINEER-ADMIN	121,614.90

INVOICES BY DEPARTMENT

08/15/2024 to 08/15/2024

Department

Check #	Check Date	Vendor #	Vendor Name	Invoice #	Invoice Date	PO #	Warrant	Line Item Description	Amount
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Summary Total for this report: **\$605,628.18**

Commissioner Steven A. Davis

Commissioner Jeffrey M. Fix

Commissioner David L. Levacy

Date

Signature Page

Resolution No. 2024-08.13.v

A Resolution Authorizing the Approval of Payment of Invoices for Departments that
Need Board of Commissioners' Approval

(Fairfield County Commissioners)

This resolution has not yet been voted on.

CERTIFICATE OF CLERK

It is hereby certified that the foregoing is a true and correct transcript of a resolution acted
upon by the Board of County Commissioners, Fairfield County, Ohio on the date noted above.

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