

THE BOARD OF COUNTY COMMISSIONERS HELD AN INFORMAL REGULAR SESSION ON MONDAY, JANUARY 27, 2014, WITH COMMISSIONERS EDWIN H. HUMPHREY, DAVID H. UIBLE AND ROBERT L. PROUD IN ATTENDANCE.

ALSO IN ATTENDANCE WERE STEPHEN H. RABOLT, COUNTY ADMINISTRATOR, AND DEBORAH BRITTON, CLERMONT COUNTY COMMISSIONERS' OFFICE. ADDITIONAL ATTENDEES AT THE INFORMAL REGULAR SESSION ARE LISTED ON THE ATTACHED ATTENDANCE SHEET.

LET THE RECORD SHOW THAT THE JANUARY 27, 2014 INFORMAL REGULAR SESSION WAS VIDEOTAPED AND IS AVAILABLE FOR PUBLIC INSPECTION MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 8:00 A.M. TO 4:30 P.M. LOCAL TIME. IN ADDITION, THE INFORMAL REGULAR SESSION IS AVAILABLE FOR PUBLIC VIEWING THROUGH THE COUNTY GOVERNMENT WEBSITE AT <http://www.clermontcountyohio.gov/videos-worksession.aspx>.

Started shortly before 10:30 am

THE FOLLOWING ISSUES WERE PRESENTED FOR DISCUSSION:

1. Issue - All-Hazard Mitigation Plan, Pam Broughton, Director, Clermont County Emergency Management Agency

Discussion – Ms. Broughton provided some discussion in regard to Clermont County's All-Hazard Mitigation Plan. All counties and all jurisdictions within the county are required by 44 Code of Regulation (CFR) Part 201.6 and the Robert T. Stafford Disaster Relief and Emergency Assistance Act to have a mitigation plan and to update it every five (5) years to be eligible for pre and post disaster mitigation funds.

The All-Hazard Mitigation Planning Committee assessed what hazards have the probability of affecting lives and property in our area, then identified and developed mitigation strategies to reduce the identified hazards.

Clermont County's first All-Hazard Mitigation Plan was drafted in 2004 and adopted in 2006. In 2011 we received a Federal Emergency Management Assistance (FEMA) Grant to update the plan. Since that time, the draft plan was posted for public comment, and submitted to the Ohio Emergency Management Agency and FEMA for approval. In January 2014 approval of the draft plan from FEMA was received.

The next steps in approving the plan are; the Board must adopt the plan, after which Ms. Broughton stated she will reach out to each of the local jurisdictions to adopt the plan. Ms. Broughton further explained that cities and villages are required to adopt the plan by resolution; the townships are not required by statute to adopt the plan, however we will be asking them to adopt the plan. The Village of New Richmond presently has a separate plan and will not be required to adopt the County's plan.

Commissioner Proud asked if the Village of New Richmond may choose to adopt the County's plan as an addendum to the plan they currently have in place. Ms. Broughton stated that is a possibility and they will be reaching out to the Village. Ms. Broughton also noted that once the Board adopts the All-Hazard Plan, the five year update clock will start again.

Ms. Broughton provided some detail of each type of hazard identified as a priority in our area. See the attached presentation for the stakeholders and list of hazard prioritization, mitigation project types, mitigation strategies, and actions as defined by the committee.

Commissioner Uible inquired, since the report is only updated every 5 years, should the County build into the current revision for the Bluegrass Pipeline being implemented in our

area in the near future.

Mr. Broughton stated that Williams Energy is providing grants for planning and preventative measures for the Bluegrass Pipeline areas. Ms. Broughton further noted the Local Emergency Planning Committee (LEPC) is incorporating planning for the pipeline into the Hazardous Materials Plan funded through State Emergency Response Commission (SERC). Because pipelines are regulated by the United States Department of Transportation (USDOT) the pipeline is not eligible to be utilized as a tool in the annual LEPC exercise plan so inclusion in the plan is not essential.

Conclusion/Follow-Up Action Needed -

The Board will adopt the plan then Ms. Broughton will begin outreach to the jurisdictions and municipalities to adopt the plan. Once the Board adopts the plan, an annual review of the plan will be done by EMA with a major update every five years as required by statute.

2. Issue - Five Year County Capital Plan Discussion – Sukie Scheetz, Director, Office of Management and Budget

Discussion - Ms. Scheetz provided a handout and Mr. Rabolt gave a brief overview of the summary of the County Capital Plan. Mr. Rabolt noted the handout provided to the Board is a five year estimated capital plan. Mr. Rabolt stated Ms. Scheetz will review the summary which highlights the 2014 committed capital projects, the estimated revenue stream and how that revenue is generated, which potential capital projects are planned in the next few years and the estimated costs associated with each of these projects.

Ms. Scheetz gave a detailed explanation of each line of the summary handout. She explained the first line is the cash balance in the given year. The revenue stream is fairly simple, comprised of property tax estimated to be \$4.16M annually, in 2014 there are a few other revenues, the first one is expected from the sale of buildings, as well as reimbursement grants. The grants are larger this year due to some special projects such as the road center line projects and the EMA fund for the EOC expansion, which was completed a few years ago for which the reimbursement should be coming in this year.

The low cash balance will occur in 2017 as presented in the current plan. The cash balance would be at a low due to cash funding the capital building projects such as the Records Center and Engineer Facility. Ms. Scheetz stated the Board does have the option to change the inside millage. Ms. Scheetz also stated that the millage must be changed at tax budget time in June/July. If the Board decided to reduce the millage, there would also be a need to reduce the capital plan, or push projects out to additional years. Mr. Rabolt noted when looking at the cash balance the Board should take into consideration the plan as shown at this time, is with zero debt, no borrowing or bonds used as funding to pay for these planned capital projects.

Commissioner Uible stated the 2017 number is uncomfortably low for him. Commissioner Uible questioned if certain projects such as the Engineer Facility and the Juvenile/Domestic expansion each could be pushed out by a year to ensure the cash balance would not drop quite so low. Ms. Scheetz stated that it really depends on what the maintenance costs are for each building for each year, the maintenance costs fluctuate and we may not need the full \$600K for maintenance in certain years.

Commissioner Humphrey stated he is not as uncomfortable with the cash balance in 2017 because this is the capital budget. Stating that each project is optional and these projects can be adjusted as needed. Commissioner Proud stated that the capital project budget can be altered according to the maintenance costs incurred if necessary.

Mr. Rabolt stated that \$198K in 2016 for the generator system for the Common Pleas Courthouse could be postponed to another year. Starting in 2015 under other equipment Mr. Rabolt noted there is a large ticket item; this is a request to replace the polling equipment at

the Board of Elections (BOE). The estimated cost is approximately \$400K per year for the next five years to replace all of the polling equipment. The BOE has also asked the Board to consider the purchase of electronic poll books for all polling locations for an additional \$400K.

Mr. Rabolt noted that the \$600K is used to cover routine maintenance items such as roof replacements, parking lot repairs, etc. it also includes several big ticket items. Mr. Rabolt stated the big ticket maintenance items budgeted for this year are the elevator in the Heritage building at a cost of \$65-70K which must be replaced. Mr. Rabolt also stated that in 2015-2017 there are also some cooling towers that will need to be replaced at a cost of about \$100K each, those costs are built into this plan.

New construction items are not covered under the maintenance budget, items such as the installation of the storage building on Filager campus \$100K that was purchased in 2013. There are also issues within the Domestic Clerk modular building that have led us to redesign this project. The new building could house both the Records Center and the Domestic Clerk for an estimated combined cost of \$2.8M for the new facility.

The Engineer facility was originally scheduled to start 2013-2014 but ran into some issues with location and had to be pushed out to continue in 2014 and finish in 2015.

We were able to acquire the Rosenhoffer building as a new location to house the Attorney /Public Defender which freed up a significant amount of money in the 2014 capital budget.

Because of the changes in the Public Defender project which freed up capital money to move up the Domestic/Juvenile Court expansion to start in 2015-2016 of an estimated \$2M. Commissioner Humphrey asked if this was a part of the Records Center/Domestic Clerk project. Mr. Rabolt stated the plan is for everyone housed in the structure to utilize the same entrance, security, and court services to create a centralized services complex while reducing maintenance costs.

Mr. Rabolt added in looking at the 10 year maintenance plan we are looking at new communications system upgrades, there are no other major upgrades that are anticipated and that \$10M is the current estimate for the upgrades to that system.

New vehicle replacements are an ongoing annual cost (\$420K), the majority of which is spent updating the Sheriff's Office (SO) fleet. Mr. Rabolt noted there will be a need to start looking at increasing those costs in the future, most of the cruisers that get retired into the County general fleet have over 100K miles on them.

Commissioner Proud stated that the Sheriff's Office has been very good about getting the most out of their vehicles before having them replaced and thanked them for their efforts.

Chuck Tilbury, Deputy Auditor stated in looking at the cash balance about 45% of the costs are for new construction. Mr. Tilbury also noted that the capital plan in December had the Records Center project originally slated for \$1.9M and it is now listed at \$2.8M, he feels the fixed commitments are high and questioned the increase on this particular project. Mr. Rabolt stated the increased budget on that particular project was the addition of the Domestic Clerk Records into the plan due to the necessity of moving them out of the current facility.

Conclusion/Follow-Up Action Needed – No further action is needed at this time.

Adjournment

Informal Regular Session was adjourned.

**BOARD OF COUNTY COMMISSIONERS
CLERMONT COUNTY, OHIO**

Absent

DAVID H. UIBLE, PRESIDENT

ROBERT L. PROUD, VICE PRESIDENT

EDWIN H. HUMPHREY, MEMBER

STEPHEN H. RABOLT, COUNTY ADMINISTRATOR

3/28/14
DATE APPROVED