

Sandusky County Commissioners - 622 Croghan Street, Fremont, OH 43420

MEETING 2018

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 3/8/2018

Time: 8:00 AM - 12:20pm

Present: Commissioners: Kay E Reiter, President; , Scott Miller, V-President; Charles Schwochow

Present: Theresa Garcia, County Administrator

Others Present: John Johannsen, Jody Hatfield, Gary Kirsch, Atul Chopra, Will Chambers, Tom Fullen, Ron Hiser, Tim Braun

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
Call to Order Pledge of Allegiance (8:00am)		Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, In-coming Mail Review & External Meeting Notices	The 3/6/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Scott Miller, Charles Schwochow,		
Review of External board/Meetings Attended by Commissioners	Nexus pre-construction meeting was 3/7/18 at the Engineers Office. Commissioners Schwochow and Miller attended the meeting. Affected Townships were in attendance. There wasn't any graphs or notices presented it was very general. The gentlemen who was the "land man" shared information and Jim Moyer, County Engineer did too. They notified all that a RUMA was in place and they appointed Jim Moyer as the representative for the county and townships. If there is damage or cleaning needed for the roadways if it needs immediate attention they need to do the maintenance and send an invoice to Nexus. There will be damage but the RUMA will take care of the repairs. There was some concern regarding soil damage and how they will distribute and sort the soil as they are digging.			
Review of External board/Meetings Attended by Commissioners cont.	Commissioner Miller attended the Airport Authority meeting Wednesday 3/7/18. There are two seats open on that board. Bruce Schrader talked about the GAP report was extended from 60 days to 150 days. Kendall talked about Rick Holland doing the report. They also purchased a "new" used vehicle. The airport runway could be completed by 2018 year end.			

	Commissioner Miller attended the Ballville Township trustee meeting. The Township was awarded a \$300,000 grant for Chudzinski Park. Discussions continue on zoning and compliance. Annual carry over for the Township has been diminishing over the past couple years. The Trustees will explore possible options to increase revenue / reduce spending.			
	Commissioner Miller attended the Woodville Township Trustee meeting. Negotiating work agreement with the Fire department. The Township is moving forward with an EMS levy.			
Commissioners and Administrator Discussion	Combined Coalition schedule has been put on the Commissioners schedule. These fall on Thursdays at 10:00am. Public Forum will be moved up to 9:30am on these days to allow the Commissioners to attend. Budget workshop agenda and timeline were reviewed. The Commissioners all agreed with what was drafted. The memo regarding the new Payroll system was discussed. Chief Jackson with EMS notified the Administrator the last Ambulance purchased with general fund money is almost ready to move out of his fleet. The Sheriff is interested in the vehicle. The Commissioners don't have an issue with this vehicle transferring to the Sheriff.			
*Then/Now Documents	None at this time			
*Personnel	None at this time			
*Travel Requests	None at this time			
Community Work Program (8:30am)	John Johanssen - Community Work Program Coordinator. John and his crew have been working on shredding at PEAK with the help of their staff. They are caught up and feels they will be able to keep up with what they pick up. His crew also painted the OSU and the Soil and Water Office. Facility Management has scheduled new carpet in these offices now. Jody Hatfield came in with John to introduce himself to the Board. Jody Hatfield will be taking over for John when he transfers to the Road Patrol.	John Johanssen - Coordinator		

<p>IT Department (9:00am)</p>	<p>Gary Kirsch, Atul Chopra and Will Chambers. Atul talked about the remote access vendor they have been using. They are still having issues and they have found a new product that works better and it is more affordable. Gary and Atul have used this product outside of the county that has worked. This new application will allow them to put the program on their phones too. The Commissioners asked if there was an initial cost to transfer or if it would be seamless. The Commissioners agreed that they should switch and that it made sense. The Commissioners asked for a heads up when they switch and to talk about it with them again a few weeks after they have switched. Atul also presented a quote for an additional server. This is the green program that HP had discussed with them a few months back. The quote would give us an additional server and replace the current hardware so it is all the same. Gary would like to make sure if we move forward that the vendor will be responsible in moving our current hardware. IT just received the quote last night so they haven't had time to go through line by line to analyze and ask questions. The current quote is for just over \$35,000.00.</p>	<p>Gary Kirsch - Director Atul Chopra - Radio Communication Specialist Will Chambers - IT Specialist</p>		
	<p>The next subject was the problems with some of the server back-up systems. They are not as affective as they would like them to be since we have more data that is on the servers than we ever have in the past. They don't have a quote at this time because they are working on plans. It could be around \$16,000.00. Commissioner Reiter asked about the information on the new payroll system. Lee Wyss, data processing clerk, told Atul they will need to have another server. Atul recommended they put it on another server. Atul just found out that this could be put on a cloud where it would not be housed on our servers. The Commissioners asked IT to get more information on the support and the hardware needs. There are a lot of questions on how much it will cost for the hardware needed to host and kiosks to allow employees to use the system. The Commissioners would like a meeting to be set up with the Auditor, Tyler Tech, HR, and IT to discuss the specifics on servers, hardware needs, training etc.</p>			
	<p>Gary asked if we could go into executive session to discuss personnel matters. At 9:40am Commissioner Reiter moved to enter executive session to discuss personnel matters.</p> <p>Commissioners exited executive session at 10:00am.</p>			<p>*Motion: Move to enter executive session Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3</p> <p>*Motion: Move to exit executive session Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>

*Resolutions (10:00am)	2018 – 90 APPROVING APPROPRIATION TRANSFERS FOR PROSECUTOR DRETAC FUNDS TO CONTRACT SERVICES FOR TAX EASE PAYMENT (\$65,050.00)		\$65,050.00	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018- 91 AUTHORIZING APPOINTMENTS TO THE TAX INCENTIVE REVIEW COUNCIL FOR 2018			*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 92 APPROVING SUPPLEMENTAL APPROPRIATIONS TO CDBG GRANT B-C-17-1CO-1 (\$566,000.00)		\$566,000.00	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 93 APPROVING SUPPLEMENTAL APPROPRIATIONS TO CDBG GRANT B-C-17-1CO-2 (\$884,000.00)		\$884,000.00	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 94 APPROVING SUPPLEMENTAL APPROPRIATIONS TO CDBG GRANT S-C-17-1CO-1 (\$100,000.00)		\$100,000.00	*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
Facility Management (10:30am)	Ron Hiser - Facility Management Director. See Attachment A with agenda items. The \$9,800 quote to install a separator for the boiler at the jail from Walter Boilers. Commissioner Miller moved to pay for this separator from PI. Commissioner Schwochow seconded the motion.	Ron Hiser - Director	\$9,800.00	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	The new quote for the second floor window replacement included fifteen windows. Commissioner Schwochow moved to approve the replacement windows. Commissioner Reiter seconded the motion. Discussion on requesting approval and funding help from the historical society was had. The quote is \$21,000.00 more than originally given with the addition of eight windows.		\$21,000.00	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Kay Reiter Yes - 3
Prosecutor (11:00am)	Tim Braun - Prosecutor. Tim asked to enter executive session to discuss property sales and purchases and personnel. At 11:00am Commissioner Schwochow moved to enter executive session to discuss prop-erty sales and purchases and personnel. Commissioner Miller seconded the motion. At 11:25am the Commissioner exited executive session.	Tim Braun - Prosecutor		*Motion: Move to enter executive session Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

	Drug Task Force is fully staffed and will be moving to their new office soon. Once security systems are in place they will be moving. They have put a plan in place for tackling the drug issues in the County. Tim has asked the Auditor to give access to the New World System to his finance person to assist him in his role on the Budget Commission. He has not been given that access yet and Tim just wanted the Commissioners to be aware of his request.			*Motion: Move to exit executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
Public Open Session	Citizens Attendees - none Attendees - Tom Fullen, WFRO Elected Officials - Tim Braun, Prosecutor	Media		
*Adjournment (12:20pm)	With business completed for the day the meeting was adjourned.			*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

Signature of:

absent

Kay E Reiter, President

Scott Miller

Scott Miller, Vice President

Charles Schwochow

Charles Schwochow

Board of County Commissioners, Sandusky County, Ohio

Attest: *Theresa Conroy*
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners, Sandusky County, Ohio, do hereby certify that the foregoing is a true and correct copy from the official record of said Board of County Commissioners as recorded in its Journal.

Clerk, Board of County Commissioners, Sandusky County, Ohio

Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated March 8, 2018

1. Courthouse
 - a. North-coast has been notified to change the lock on the glass door in the security area.
 - b. Department signs that are delaminating are scheduled to be repaired March 13th
 - c. Three additional network lines have been installed in room 203, to make provisions to move personnel from adult probation into the courthouse.
2. Some costs associated with adding a new server room next to the radio room at the communication center are in. (attached)
3. The Annual fire suppression systems, backflow preventers, and fire door inspections for 2018 have been completed.
4. Carpet for OSU and Soil and Water has been installed; walls have been painted by work release crew.
5. Renovation of the communication center underway.
6. Renovations of the commissioner's building windows (costs attached).
7. New 4" Automatic flow control valve for the Fire Protection system at the JDC location has been installed.
8. Quotes for UPS maintenance for the Communications Center and JDC. (attached)
9. Quotes for new dirt and air separator and internal inspection and system flush for the boilers at the Service Center. (attached)
10. Thursday (March 1st) power outage showed deficiencies in the uninterruptable power supplies (UPS) at the jail. Presently there are six small UPS units (not counting the rack mounted ones that support the I.T. equipment). They did not perform well and this poor performance left them without cameras and controls in both booking and central control ("A" panel). I will work with the I.T. department to come up with a UPS proposal.
11. Quoting additional Sanitary Clean-Outs at the Jail location. F.M. had to water jet drains open multiple times last month. Need additional clean outs to access main drain. (attached)
12. New Hot Water Booster has been installed at the Jail for dish washer sanitizing. (complete)
13. We have secured a quote for the service truck beds that are made from (post-consumer contents)/Recycled Materials and are in the process of scheduling installation.

Sandusky County Commissioners Agenda



14. We have reconciled the phone system charges with Ohio Telecom and they will be crediting our account \$7,547.63 for charges that should have dropped off earlier.
15. Working on a quote to convert the JDC facility over to all LED lights. Case study showed Service Center LED project Actual Savings for 2017 \$28,500.00 in electrical costs and \$7,788.00 in labor over 2016 costs.
16. We are working with our trash removal vendor (Republic) to reduce our overall costs by changing the container sizes and the frequency of the service pick-ups. At this time we are projecting a 42% cost reduction.
17. Met with Engineer and contractors to develop HVAC equipment and Fire Alarm controls at the jail location. We provided drawings and documentation, how the existing system works.
18. HVAC issues at the Service Center continue to be an issue. HVAC controls for the service center are failing with existing system obsolete
19. Developing a comprehensive equipment identification and assessment program. Once complete this will be up-loaded into Facility Dude to create W.O.'s and P.M.'s. We have labeled all exit signs, emergency lights, and fire extinguishers for identification and serviceability.
20. F.M. project list 2018 in process
21. Fuel Report. March 1- gas Last gas price \$1.9581... 1- diesel.