

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 3/20/18

**Time:** 8:00 AM - 2:33 PM

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

**Present:** Traci Myles, Acting Clerk

**Others Present:** Ron Hiser, John Willey, Irma Celestino, Jill Neuman, Jerri Miller

(\*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 3/15/18 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	Commissioner Reiter asked about getting bags to hand out at the fair and other county events such as WSOS. They can put bullet points regarding the county such as population, costs, etc. Commissioners were in agreement to check on the cost of this. Commissioner Miller stated all three Commissioners attended a TMACOG Transportation Summit in Toledo on Friday. Jim Moyer attended also. Commissioner Reiter said it was a very good meeting. They spoke regarding local transportation safety efforts, which was very good. Another topic was Safe Communities and that was very interesting. They went over all the projects with ODOT and the turnpike. There are more roundabouts coming. They are redoing the whole turnpike and will be eliminating 2 toll booths.			
	Commissioner Miller attended the Scott Township Trustees meeting last night. They were very appreciative that the Commissioners had a representative there. They are in the process of building a new township house and hope to have it done by the end of the year. They are also pleased that the Chief has stopped in. They have noticed more of a presence of the Sheriff department.			

*Then/Now Documents	One certificate was presented from DJFS. They were unaware that the children services unit needed an ongoing PO for Peebles every year. One invoice makes up this certificate. Peebles - \$135.53			* <b>Motion:</b> Move to Approve then and now certificates Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
*Personnel	None at this time			
*Travel Requests	None at this time			
*Facility Management (8:30am)	<p><b>Ron Hiser - Facility Management Director</b> - See Attachment A with agenda. Regarding Capital Aluminum for the Historic Jail windows, the motion made at the Feb. 6 meeting for Phase 1 of installing new windows was rescinded due to the wrong count of the number of windows. The motion made at the March 8 to pay the new balance of the windows for Phase 1 was rescinded. The new quote from Capital Aluminum with the correct number of window was presented. A motion was made to pay \$49,950.00 out of PI for the material and labor to install 15 windows in the Historic Jail. Ron presented a quote from Burkett Industries for the Retrofit lighting project for the JJC. The total project is \$31,987.86. Burkett's will apply for an AEP incentive of \$8,364.00. The motion was made to pay \$23,623.86 out of PI.</p>	Ron Hiser - Director	\$49,950.00 \$23,623.86	<p>*<b>Motion:</b> Move to rescind motion Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p> <p>*<b>Motion:</b> Move to rescind motion Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p> <p>*<b>Motion:</b> Move to rescind motion Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>

<p><b>Regional Planning</b> (9:30am)</p>	<p><b>John Willey - Regional Planning Director</b> - John has received the information for the census in 2020. They are having a problem with the software support. The Census Bureau doesn't even know what is involved. John will keep the Commissioners posted. Commissioner Miller asked if John had a guess about the population of Sandusky County. He did not. Commissioner Reiter stated it is critical to have people respond. Can we set something up at the fair? John agreed that would be a good idea. There will be a local committee set up in the future. John will get materials to hand out. There is no long form to fill out anymore. The new form is shorter. Discussion was had on annexations and enterprize zones. Commissioner Reiter said to talk with Beth Hannen, EDC Director. They are doing maps of river access when the dam is down to promote downtown Fremont to Tiffin City since it is a scenic river. Discussion was had on flood plane regulations. There will be an update and Commissioners will need to adopt when done which will be closer to June.</p>	<p>John Willey - Director</p>		
<p><b>*Resolutions</b> (10:00am)</p>	<p>2018 - 98 AMENDING RESOLUTION 2017-367 ELIMINATING THE PERS PICK-UP FOR EMA EFFECTIVE DATE</p>			<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
	<p>2018 - 99 APPROVING SUPPLEMENTAL APPROPRIATION TO AUDITOR CAPITAL ASSET ACCOUNT FOR TIME AND ATTENDANCE SYSTEM INVOICE PAYMENT (\$98,520.00)</p>		<p>\$98,520.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 - 100 AGREEING THAT SANDUSKY COUNTY WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE SANDUSKY COUNTY AUDITOR, CLERK OF COURTS, COMMISSIONERS, COMMON PLEAS COURT, JUVENILE/PROBATE COURTS, PROSECUTOR, RECORDER, SHERIFF, TREASURER, DOG KENNEL, FACILITY MANAGEMENT, TASC, ELECTRONIC MONITORING, COMMUNITY WORK PROGRAM, JUVENILE JUSTICE CENTER, BOARD OF ELECTIONS, VETERANS, SOIL AND WATER, AND LAW LIBRARY PURSUANT TO IRC SECTION 414(h)(2).</p>			<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
	<p>2018 - 101 AGREEING THAT SANDUSKY COUNTY WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE SANDUSKY COUNTY JOB AND FAMILY SERVICES PURSUANT TO IRC SECTION 414(h)(2).</p>			<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 - 102 AGREEING THAT SANDUSKY COUNTY WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE SANDUSKY COUNTY BOARD OF DD PURSUANT TO IRC SECTION 414(h)(2).</p>			<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>

	2018 – 103 APPROVING APPROPRIATION AND FUND TRANSFER FOR SHERIFF TO PI FOR SUPPLEMENTAL APPROPRIATION IN PI FOR VEHICLE PURCHASE (\$171,912.48)			* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 104 APPROVING SUPPLEMENTAL APPROPRIATIONS TO B-F-17-1CO-1 (\$179,000.00)			* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay Reiter Yes - 3
<b>Audit Review Committee (10:30am)</b>	Jerri and Jan Day met with Joe Weininger from the State Auditor's office. They are just doing preliminary stuff right now. Today they have a meeting with Greg Woodruff, IT Auditor. Jerri stated she has a hard time getting ahold of Gary. Commissioners will pass that along to Gary. Lee usually helps with what he can. They are beginning the process to gather information on which county employees take a county vehicle home with them. We have to have some type of procedure of taking this benefit out of their checks or we will be cited. This will be a case by case basis. This is all due to an IRS ruling. Commissioner Reiter suggested talking to the group it would include and explain it is the IRS and lay everything out.	Jerri Miller - Auditor, Jill Neuman, Auditors office; Irma Celestino - Treasurer		
<b>Investment Committee (10:45am)</b>	Irma handed out the February report. Interest for 2017 was above what was projected. Commissioner Reiter asked some questions regarding borrowing money as opposed to having bonds. Discussion was had on this issue.	Irma Celestino - Treasurer		
<b>Public Open Session</b>	Citizens Attendees - none Attendees - none Officials - none	Media Elected		
<b>*Adjournment (11:12am)</b>	With business completed for the day the meeting was adjourned public session. They will reconvene at 1:30pm at the Engineers office for the Winters Ditch View. See Winters Ditch view minutes.			* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

Signature of:



Kay F. Reiter, President



Scott Miller, Vice President



Charles Schwochow

Attest: Theresa Goveia  
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.

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Clerk, Board of County Commissioners, Sandusky County, Ohio

# Sandusky County Commissioners Agenda



## Topics of Discussion for the meeting Dated March 20, 2018

1. Courthouse
  - a. Lockset for Glass door in security area has been ordered.
  - b. Department signs that are delaminating have been replaced by Takeform.
  - c. Adult probation has moved into the courthouse (rm.203).
2. Quotes for the new server room next to the radio room at the communication center have been approved.
3. Carpet for OSU and Soil & Water has been installed; walls have been painted by work release crew. The Furniture has been moved back in.
4. Renovation of the communication center underway. Window tinting completed.
5. The Renovations of the commissioner's building windows (up-dated costs attached). I have contacted the Historical Society for review.
6. Quotes for UPS maintenance for the Communications Center and JDC. (10,500) Motion Accept
7. New dirt and air separator and internal inspection and system flush for the boilers at the Service Center have been approved and scheduled.
8. Facility Management met with the I.T. department and they agree that we should seek an engineering firm to aid in the design and implementation of a single (central) UPS that would provide coverage for all the Jail systems. (discussions)?
9. Additional Sanitary Clean-Outs at the Jail location will be installed the week of 4/2/2018.
10. We are working with our vendor (Republic) on a new contract for trash removal. (42% cost reductions).
11. 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. (discussions)?
12. Meeting was held 3/13/2018 with the commissioners and county administrator to discuss F.M. project list for 2018. (top 10 attached)
13. Facility Management met with Ohio Cat 3/12/2018 to discuss a comprehensive Service Contacts on all of the County Generator Systems. (quote to follow)
14. Facility Management met with Habitec 3/14/2018 to discuss the security /fire alarm systems and to establish protocol, procedures and emergency call lists.
15. Facility Management met with contractor to secure quote on new sidewalks at the Jail.
16. Facility Man. met with contractor & Sheriff to discuss windows (added more operat.& tinting..Re-quoting)
17. Prevailing wage schedule has been updated for 2018
18. Meeting on server room specifications at the Ag department scheduled for 3/28/2018.