

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

MEETING 2018

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 4/3/18

Time: 8:00 AM - 1:52 PM

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

Present: Theresa Garcia, County Administrator

Others Present: Ron Hiser, Terry Tracht, Atul Chopra, Will Chambers

(*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 3/29/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Scott Miller, Charles Schwochow,		
*Then/Now Documents	<p>One certificate was presented from Adult Probation. The original bill was paid in 2017 and was liquidated. An error was made in paying the bill and the shipping charge was not paid. One invoice makes up this certificate. AlcoPro - \$10.00</p> <p>One certificate was presented from the Dog Kennel. Invoice was overlooked in 2017. One invoice makes up this certificate. Fairfield Computer Services - \$200.00</p>		<p>\$10.00</p> <p>\$200.00</p>	<p>*Motion: Move to Approve then and now certificates Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
Commissioners and Administrators Discussion	Discussed the email from Jim Seaman at New York Life. Mr. Seaman is selling life insurance. He has asked to have an agreement signed to meet with employees of the county. In the past the Commissioners have not committed to one vendor for supplemental coverage. Each Elected Official and Department Head are allowed to have someone in to talk to their staff but the Commissioners would not "sponsor". The Commissioners asked to set up a meeting with Jim so they can talk to him personally about their decision.			

	<p>Talked about JFS notice on wearing blue on 4/11/18 for child abuse awareness. Commissioner Reiter suggested that next Tuesday this office wear blue since we will all be here. The Administrator will coordinate the office.</p> <p>Certificates were signed by the Commissioners for four WEBLO II's that are receiving their Arrow of Light next week.</p> <p>Commissioner Miller attended storm warning training and is now certified to be a storm spotter.</p>			
Facility Management (8:30am)	<p>Ron Hiser - Facility Management Director. See attachment A with agenda. Quotes for UPS Maintenance contract were discussed and agreed on. The Administrator will supply a PO from Countywide since this would be a building maintenance item.</p>	Ron Hiser - Facility Management Director		
IT Staff (9:00am)	<p>Atul Chopra and Will Chambers - IT. Commissioner Reiter asked about the reboot of the new world system and if they knew what had happened. IT Staff was not aware of the reboot. Commissioner Miller made a suggestion that we meet and make sure that these things are communicated and they are working together. The IT Staff has been working on the tablets/computers in the cruisers. They have all been installed and they are training everyone on how to use them. They have put together an instructional guide for each deputy and they are going to do another training session as well. They will have to make some changes when the new 911 system is installed later this year. Atul has also been working with Gibsonburg, Woodville, Bellevue, Clyde and Green Springs in regards to the new systems. 911 contracts have been signed for the new system. They are continually working with Wood County since they have the same system. Commissioner Reiter asked about the audio system in the courtrooms. They have the drilling done and they will be doing the testing and finish up this week. The two projects that they had talked about last meeting are still in progress. The Green Carpet program had some glitches they are still working out. One of the issues is that we would be responsible for moving information from our old equipment to the new equipment. They have a new representative that they are working with so they have had to catch him up to speed. Will has been working with the back up project. He has been dealing with SHI on the project and they are working on some support requests too.</p>	<p>Atul Chopra - Radio Specialist Will Chambers - IT Specialist</p>		

	<p>Atul talked about the new time and attendance system that the Auditor is working on. They were told they want to open this system and the e-suite system up to the outside. He feels that opening this to the outside could be a security issue by opening up the firewall. The concern is not with employees but those out looking to hack the system from the outside. IT preference is to have this hosted on the outside for security issues. They understand it is additional cost but the security is important and it is better to handle before than clean up if something happens. This would also relieve the county of maintenance space and issues with the system. The Commissioners would like to meet with the Auditor regarding this matter. The Administrator called and set up the meeting for 12:30pm.</p>			
<p>*Resolutions (10:00am)</p>	<p>2018 – 114 APPROVING SUPPLEMENTAL APPROPRIATION TO DOG KENNEL CONTRACT SERVICE ACCOUNT FOR SOFTWARE INVOICE (\$200.00)</p>		\$200.00	<p>*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
<p>Public Open Session</p>	<p>Citizens Attendees - Terry Tracht Media Attendees - none Officials - none</p>	Elected		
	<p>*** The Commissioners recessed at 10:40am and went out to Sandusky County EDC. They met with Beth Hannam, EDC Director, Steve Shiets, Sanitary Engineer and Zach Mulder, Asst. Sanitary Engineer, to discuss with Beth some help she may be able to give on the Rodriguez Street Project in Gibsonburg. She is going to look at the industrial park and how it could be tied in to a project and report back to the Commissioners. The Commissioners returned to session at 12:00pm.</p>			
<p>Auditor (12:30am)</p>	<p>Jerri Miller - Auditor. The Commissioners asked Jerri and Lee Wyss, Data Processing, to come over to meet with them and the IT Staff to discuss the time and attendance system and security questions. Commissioner Reiter talked about the concerns and turned it over to Atul Chopra to open the discussion. Jerri explained her understanding is there would be a separate server that would only have connection for time and attendance and then they would pull the information for payroll. Atul explained that there would still be a time we would have to open our network to allow the information to be shared. Jerri asked Atul to be involved in future meetings to ask questions. The maintenance costs increases if you have it hosted off site. Conversation on security and possible solutions was had. Commissioner Miller suggested the technical portion be discussed and verified with the vendor. The Administrator asked if a conference call could be set up with IT, Data Processing and her to discuss options prior to the first kick off meeting. Jerri asked Lee to set up the conference call. Everyone agreed we needed to get more information prior to making any changes.</p>	<p>Jerri Miller - Auditor Lee Wyss - Data Processing</p>		

	The Commissioners asked Prosecutor Tim Braun to attend session. Tim and Mark Mulligan, Asst. Prosecutor attended session. Commissioner Reiter asked to enter executive session to discuss possible litigation and personnel matters. Commissioner Miller moved to enter executive session at 1:15pm.			*Motion: Move to enter executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	At 1:50pm a motion was made to exit executive session.			*Motion: Move to exit executive session Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
*Adjournment (1:52pm)	With business completed for the day the meeting was adjourned.			*Motion: Move to Adjourn Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

Signature of:

Kay E Reiter, President

Scott Miller, Vice President

Charles Schwochow

Board of County Commissioners, Sandusky County, Ohio

Attest:
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 April 3rd, 2018

* Denotes action needed

1. Renovation of the communication center still underway.
2. The Renovations of the commissioner's building windows (up-dated costs attached). I have contacted the Historical Society for review. (Sample)
3. *Quotes for UPS maintenance for the Communications Center and JDC.
4. New dirt and air separator and internal inspection and system flush for the boilers at the Service Center have been approved and scheduled.
5. 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. (I have met with two contractors)?
6. Additional Sanitary Clean-Outs at the Jail location will be installed the week of 4/8/2018.
7. We are working with our vendor (Republic) on a new contract for trash removal. (42% cost reductions).
8. 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.
9. 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)
10. Security and FM met with Habitec 4/2/2018 to discuss the security /fire alarm systems and how to utilize the voice over feature.
11. Facility Management met with contractor to secure quote on new sidewalks at the Jail.
12. *I met with contractor & Sheriff to discuss windows (added more operat.& tinting..Re-quoting)
13. Up-date on server room (ADP) specifications at the Ag department scheduled on 3/28/2018. We came to the conclusion that we could leave the server in its current place and build a room around it. I had the FFD and architect review area; however we are waiting on a variance from the USDA because of the room's size.
14. Working on securing a state permit for the construction of the fairgrounds barn.
15. Sheriff would like to sub-divide the training room and add an office for the jail administrator. (working on budget numbers)
16. Working on quotes for Hot water loop for the Jail. (working on budget numbers).
17. Installing LED test lights at the JDC.
18. Adding more commercial type buttons to the outside courthouse elevator.(quote attached).