

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 5/1/18

**Time:** 8:00 AM - 11:35 AM

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

**Present:** Theresa Garcia, County Administrator

**Others Present:** Ron Hiser, Atul Chopra, Will Chambers, Gary Kirsch, John Brewer, Tom Fullen, Steve Shiets, Zach Mulder, Jerry Greiner

(\*action items)

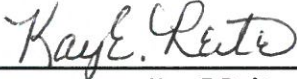
AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
Call to Order Pledge of Allegiance (8:00am)		Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, In-coming Mail Review & External Meeting Notices	The 4/26/18 and 4/27/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Scott Miller, Charles Schwochow,		* <b>Motion:</b> Move to Approve minutes Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
Commissioners and Administrators Discussion	The Administrator reviewed the phone call with Ryan Saul and Jacob Stern regarding Pristine Senior Living. Mark Mulligan was in on the conversation. Mr. Stern sent a memo to Pristine to post at the facility reaffirming their commitment to the nursing home, it's residents and the staff.			
	Chief Jackson from EMS will be in on Thursday to talk to the Commissioners about a grievance he received from one of his medics. It is dealing with a payroll issue you had two payrolls ago. The commissioners would like to have the Auditor and payroll clerk present when he is here.			
*Then/Now Documents	One certificate was presented by Facility Management. PO was closed for 2017 and they had not received the bill earlier. One invoice makes up this certificate. Croghan Colonial - \$50.00		\$50.00	* <b>Motion:</b> Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
*Personnel	None at this time			
*Travel Requests	None at this time			

<b>Facility Management (8:30am)</b>	<b>Ron Hiser - Facility Management Director.</b> Ron was in for his bi-weekly meeting. See attachment A for agenda. Ron talked about the HVAC and Fire Alarm project at the jail and if it would fit in as a Port Authority project. Commissioner Schwochow moved to accept the quote from Heapy, not to exceed \$30,000.00, for the engineering of the project to be paid from PI.	Ron Hiser - Director	\$30,000.00	<b>*Motion:</b> Move to Approve engineering quote Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
<b>IT Staff (9:00am)</b>	Atul started the meeting with IT information. They need to do some updates to the routers. They have the equipment but there is some programs they will need to update. There will be no down time when this happens. Will has been working with SHI on the backup project. They are waiting on a SHI specialist staff member to get back with them on an issue with the length of time the backups are taking. We have a new mail server migration that needs to be done. They have some county staff on the new server. They wanted to make sure there were no problems before migrating the rest of the staff. The tablets that are in the sheriff cruisers have been challenging. There are some on going issues that Will has been working on. The tablets need to run consistently especially when they need to start using it for the new CAD system for 911 and the LEADS system. There was an issue with email yesterday morning. It was resolved by about 10:30am.	Atul Chopra - Communication Specialist Will Chambers - IT Specialist Gary Kirsch - Director		
	Will talked about our MSP / remote access program. There was some issues in installing the program but he is now pushing it out a department at a time. Once it is installed county wide they will drop the original program. Atul talked about Courtroom one audio. It went well and looks nice, the sound is amazing. They are battery operated and currently the courts are used to turning everything on and leaving it on all day. They need to shut these off to save the battery power. All three met with Auditors office to talk about the Executime time and attendance system. All agreed that we should not open our system and should host the program off sight. They will have more information on cost and set up. IT staff want to talk about training users on computer threats. They have had several issues where they had to clean up computers because they have opened an email or tab they should not have. Atul touched base on the 911 system and how the update is going.			
<b>*Resolutions (10:00am)</b>	2018 - 143 AUTHORIZING THE SANDUSKY COUNTY DOG WARDEN TO RAISE THE FEE FOR THE SANDUSKY COUNTY DOG KENNEL ADOPTION PROCESS (\$115.00)		\$115.00	<b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 144 APPROVING SUPPLEMENTAL APPROPRIATION FOR TREASURER DRETAC FEES FUND FROM ADDITIONAL TAXES COLLECTED (\$12,000.00)		\$12,000.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

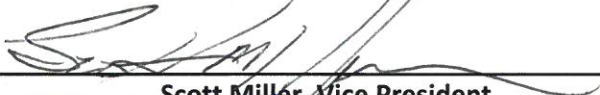
	2018 – 145 APPROVING APPROPRIATION TRANSFER FOR SOIL AND WATER FROM OTHER AGENCY TO CONTRACT SERVICES FOR WINDSHIELD REPAIR INVOICE (\$500.00)		\$500.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 146 FIXING DATE & TIME OF HEARING ON PETITION 2018-01 FOR ANNEXATION TO THE CITY OF FREMONT, OHIO, BY MARGARET WEIZ, EXECUTIVE DIRECTOR LIBERTY CENTER OF SANDUSKY COUNTY, PETITIONER; DESIGNATING ROY E YEAGER., AS AGENT FOR PETITIONER; PARCEL IS LOCATED IN BALLVILLE TOWNSHIP, SANDUSKY COUNTY, OHIO			* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 147 ADDRESSING PETITION FOR PARTIAL ROAD VACATION AND DEDICATED PUBLIC ALLEY; FIXING DATE/TIME FOR VIEW OF THE AREA REQUESTED FOR VACATION; FIXING DATE/TIME OF FINAL HEARING ON SAID PETITION			* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>Northwestern Water and Sewer District (10:30am)</b>	Jerry likes to come in once a year to talk about projects they have done in the area. He passed out business cards and pamphlets with information regarding Northwestern Water and Sewer District. He discussed upcoming projects for 2018. They are replacing a sewer plant in Hancock County. There is some very aggressive bids on the projects in the area. They try to stay connected with the County Sanitary Engineers.	Jerry Greiner - President		
<b>Sanitary Engineer (10:40am)</b>	Steve Shiets was in to sit in on the meeting with Jerry Greiner. While he was here he updated the Commissioners on the Wightmans Grove project and obtaining property for the plant. Steve is going to get more input from the Prosecutor.	Steve Shiets - Sanitary Engineer Zach Mulder - Asst. Sanitary Engineer		
<b>Sheriff (11:00am)</b>	Sheriff Hilton came in to talk about the window replacement project at the administration end of the jail. Sheriff would like the windows to open and not be stationary. He doesn't feel there is an issue since it is the Administration area of the jail. It does not have to happen but it would be nice. The Commissioners talked about the Sheriff's current time and attendance system. The Sheriff's office has worked hard to make sure to provide the Auditors office with the proper format that can be uploaded into the finance system to obtain the payroll for his office. His office is trying to work with the Auditor to make sure it works with their system. Lee Wyss, from the Auditors office, sat in on the demos and let the Sheriffs fiscal officer know that it would work with the current system. The Commissioners also talked about the rumors on the 911 system and combined dispatch. The fire chief, police chief and the safety service director from the City of Fremont have all sat in the meetings to keep things moving. This will be a cost saving to all involved. There is another meeting set up for updates.	Sheriff Hilton		

<b>Citizen Attendees</b>	John Brewer came in to ask the Commissioners if they new the City of Clyde was planning to put together a Sandusky County law enforcement memorial. They plan to use the area that John had questions about his last visit. He once again states that the parcel is not listed correctly in the Auditors data base. He just wanted to make the Commissioners are aware of the memorial. The Commissioners also updated John on the progress of a ramp project at the courthouse.			
<b>Public Open Session</b>	Citizens Attendees - none Media Attendees - Tom Fullen, WFRO. John Brewer - Clyde Eagle Elected Officials - none			
<b>*Adjournment (11:35am)</b>	With business completed for the day the meeting was adjourned.			<b>*Motion:</b> Move to Adjourn Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

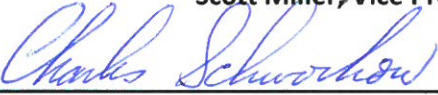
Signature of:



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 May 1st, 2018

\* Denotes action needed

1. Renovation of the communication center still underway. One countertop had to be redone and a couple of back splashes need to be installed yet. Patch and paint to follow.
2. Renovation of the new server room at the comm. center is to begin 5/3/2018
3. New windows for the commissioner's building have been ordered. Waiting on installation date.
4. Working on a single (central) UPS that would provide coverage for all the Jail systems.
5. Finishing-up new contract for trash removal.
6. \*Developing scope of work and details for HVAC equipment and Fire Alarm controls at the jail location. (a)
7. Comprehensive Service Contacts on all seven (7) of the County Generator Systems have been received. Working with departments to define generator maintenance plan.
8. Commissioners & Sheriff to discuss new jail windows (waiting on response from Sheriff)
9. ADP room at the Ag department is pending, waiting on a variance from the USDA because of the room's size.
10. Working on securing a state permit for the construction of the fairgrounds barn. Met with fair board and contractor Monday morning, plans were approved and submitted.
11. Sheriff would like to sub-divide the training room and add an office for the jail administrator. (working on budget numbers)
12. Hot water loop for the Jails domestic hot water is underway, started 4/30/2018
13. LED test lights at the JDC have passed inspection and will be going forward.
14. Hard water problems at the Jail causing issues with pipes, valves, and equipment.
15. Develop parking area for JDC transports.
16. Roof leak at Service Center has been repaired
17. Replacement parts for the Sewer grinder pump at jail have been ordered
18. \*Courthouse ADA ramp construction estimate is in. (a)
19. Facility Management emergency access road is complete
20. New furnace and A/C unit for EMS area.