

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 5/3/18

**Time:** 8:00 AM - 11:47 AM

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

**Present:** Theresa Garcia, County Administrator

**Others Present:** Jeff Jackson, Jaime Wolfe, Karen Holman, Jerri Miller, Craig Shoup, Atul Chopra, Scott Williams

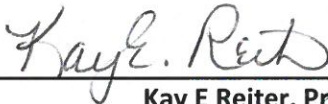
(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
Call to Order Pledge of Allegiance (8:00am)		Kay E Reiter, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, In-coming Mail Review &amp; External Meeting Notices</b>	The 5/1/18 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
<b>Review of External board/Meetings Attended by Commissioners</b>	Commissioner Miller attended the Sandusky County Visitors Bureau meeting on 5/3/18. It was a well attended meeting. They reviewed financial reports for the month and year to date. They would like to meet with the commissioners to talk about local hotels and how to get them more involved in participating with the visitors bureau. There was a lot of discussion on comp time earned by the staff.			
	Commissioner Miller also attended the Regional Airport meeting on 5/3/18. They went over financial reports for the month and year to date along with the management report. They need to change their weather station at the airport and it is expensive to replace the system. They are hoping to get an ODOT grant to help pay for the upgrade. As part of the financials they do need to look at a better computer and retention system. There was an inquiry about using the County IT to help at no charge. The Commissioners do not feel this is a good choice and they need to look for an outside third party for help.			

<b>Commissioners and Administrators Discussion</b>	The Commissioners Clerical position was posted on Wednesday. The Commissioners asked if this would be the time to look at the structure of the office. We will discuss this further with the rest of the office staff. Along with that they would like to see the security cameras in the office connected to the courthouse security so they can monitor this office as well.			
	Jacob Stern, CCH Healthcare, is requesting a letter of intent for the sale of the countryside realstate. He will then put the earnest money into an escrow account and start working on the contract. We need to keep moving. Mark Mulligan, Assistant Prosecutor was contacted to answer questions.			
	The email chain between Poggemeyer and Sanitary Engineers regarding Wightmans Grove was discussed. The commissioners were not happy with the three new options submitted by Poggemeyer. They have asked Mark Mulligan, Assistant Prosecutor, to look at the original proposal made to Pence's and request a counter offer on the proposal.			
<b>*Then/Now Documents</b>	None at this time			
<b>*Personnel</b>	None at this time			
<b>*Travel Requests</b>	None at this time			
<b>EMS (8:30am)</b>	Jeff came in to discuss a grievance that was filed by one of his medics regarding a missing paycheck. There was a mistake at the county level and this employees hours were not submitted. He reached out to his supervisor, Chief, HR and the Auditors Office to get his check and he was denied. The concern is that he does not want any one else to go through this. Jerri Miller, Auditor, and Karen Holman from payroll attended to talk about what can be done in the future. An advance could be done in this situation. The employee would then pay it when they receive the check. The check would not be presented until the folloing payroll period. Jaime Wolfe, HR Specialist, was asked to respond to the grievance.	Jeff Jackson - Chief		
<b>*Resolutions (10:00am)</b>	2018 – 148 APPROVING FUND TRANSFER TO CHILD PLACEMENT FOR MAY MANDATED SHARE (\$16,922.67)		\$16,922.67	<b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 149 APPROVING SUPPLEMENTAL APPROPRIATION IN ANNEXATION AND ROAD VACATION FUND FOR ADVERTISING AND MAILINGS IN CONTRACT SERVICES (\$200.00) AND SUPPLIES (\$300.00)		\$300.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 150 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM BENEFITS (\$90,000.00) TO CAPITAL OUTLAY AND CONTRACT SERVICES (\$185,000.00) TO CAPITAL OUTLAY FOR RESTROOM RENOVATION PROJECT		\$90,000.00 \$185,000.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

<b>IT Staff (10:15am)</b>	Atul and Will were asked to come in and update the Commissioners on the time and attendance project. They have been working with Lee Wyss from the Auditors Office on the implementation and IT needs.	Atul Chopra- Communication Specialist Will Chambers - IT Specialist		
<b>Prosecutors Office (10:45am)</b>	The Commissioners requested Mark Mulligan attend the meeting to discuss the real estate sale and the Wightmans Grove project to get direction on what the next moves are on both.	Mark Mulligan - Assistant Prosecutor		
<b>Citizen Attendee</b>	Scott Williams came in to show the Commissioners the design he has been working on for a project with Easter Seals. The plan includes a tax abatement request and he explained where he was in the process.			
<b>Public Open Session</b>	Citizens Attendees - Scott Williams Media Attendees - Craig Shoup, News Messenger. Elected Officials - Jerri Miller			
<b>*Adjournment (11:47am)</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

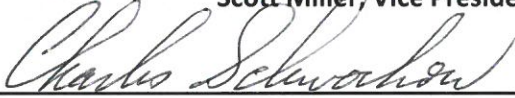
Signature of:



Kay E Reiter, President



Scott Miller, Vice President



Charles Schwochow

Attest:   
Clerk to the Board / County Administrator

**Board of County Commissioners, Sandusky County, Ohio**

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