

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 8/7/18

**Time:** 8:00 AM - 11:50 AM

**Present:** Commissioners: Kay E Reiter, President; Charles Schwochow

**Present:** Theresa Garcia, County Administrator

**Not Present:** Scott Miller, V-President

**Others Present:** Ron Hiser, Jody Hatfield, Craig Shoup, Mark Mulligan, Tom Fullen, Angie McConnell

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
Call to Order Pledge of Allegiance (8:00am)	***Commissioner Miller was not present for session	Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, In-coming Mail Review & External Meeting Notices	The 8/2/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Charles Schwochow,		*Motion: Move to Approve minutes Moved by: 2nd: Yes - 2 (Miller absent)
Review of External board/Meetings Attended by Commissioners	Commissioner Reiter attended the DWART (Dangerous Wild Animal Response Team) meeting. The State is doing away with their DWART board. The group decided they should keep the local committee. They moved to request that the Commissioners pass a resolution to keep the committee. They did review the list of dangerous animals in the County. It was made up of individuals that owned animals that have to be registered to house the animals in the county. There is a pheasant farm, individuals that have foxes, white tail deer farm and only one is for commercial use.			
Commissioners and Administrators Discussion	CCAO sent out in the State House Report with how much Sandusky County will be receiving for election equipment. It is over \$700,000.00. This should cover most of what they will need.			
	The Administrator attended a dispatch meeting at the sheriff's office to discuss the combined dispatch. An agreement with the City of Fremont will be submitted for approval along with an agreement for the Technical Advisory Committee and the Financial Committee for the center.			

*Then/Now Documents	One certificate was presented by DJFS. Clerk forgot to make a PO for travel reimbursement for this employee. One invoice makes up this certificate. Samantha Kramer - \$3.75		\$3.75	*Motion: Move to Approve then and now certificates Moved by: Charles Schwochow 2nd: Kay E. Reiter Yes - 2 (Miller absent)
	One certificate was presented by Commissioners. PO was not established as we didn't know when this loan would be invoiced. PO will be set for 2019 invoices. One invoice makes up this certificate. OPWC - \$11,040.07		\$11,040.07	
*Personnel	None at this time			
*Travel Requests	None at this time			
	At 8:15am Commissioner Schwochow moved to enter executive session to discuss personnel matters.			*Motion: Move to enter executive session Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)
	AT 8:25am the Commissioner exited executive session.			*Motion: Move to exit executive session Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)
Facility Management (8:30am)	<b>Ron Hiser - Facility Management.</b> Ron came in for his bi-weekly meeting. See Attachment A for agenda items. Flag Park sign should be re-finished next week. The Commissioners agreed to have Ron move forward with the battery back up for the courthouse elevator. When they come in for the Energy Audits, Ron would like to include the PEAK building. They are using as much for heat in the building as they do for the JJC. The Commissioners asked him to move forward with this.	Ron Hiser - Director		
CWP (9:30am)	<b>Jody Hatfield - CWP Coordinator.</b> Jody came in for his monthly meeting. He presented a work order list from last month for review. Last month he spent a lot of time trimming cemeteries. It hasn't been to busy with how dry and hot it has been. He has all the shredding done and he is starting to help with the recycle bags in the offices that have requested them. They started working out on the farm to help OSU pick crops. His meeting with the Fair Board is next week to talk about fair expectations.	Jody Hatfield - Coordinator		

<p><b>*Resolutions (10:00am)</b></p>	<p>2018 - 249 ENTERING INTO RENEWAL OF LEASE AGREEMENT BETWEEN THE SANDUSKY COUNTY COMMISSIONERS AND WSOS T.R.I.P.S PROGRAM</p>			<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)</p>
	<p>2018 – 250 APPROVING APPROPRIATION TRANSFER FOR VETERANS OFFICE FROM CONTRACT SERVICES TO OTHER COSTS FOR VETERAN OUTREACH (\$6,000.00)</p>		<p>\$6,000.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)</p>
	<p>2018 – 251 APPROVE AND ADOPT THE AREA 7 PY18/19 SUB-GRANT AGREEMENT BETWEEN SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND THE AREA 7 WORKFORCE INVESTMENT BOARD AND AREA 7 CHIEF ELECTED OFFICIALS CONSORTIUM</p>			<p><b>*Motion:</b> Move to Approve Moved by: Kay E Reiter 2nd:Charles Schwochow Yes - 2 (Miller absent)</p>
	<p>2018- 252 APPROVING APPROPRIATION TRANSFER FOR DJFS PLACEMENT COST FROM REFUNDS AND REIMBURSEMENTS (\$1,000.00) AND OTHER COSTS (\$ 700.00) TO UTILITIES TO PLAN EXPENSES FOR YEAR END</p>		<p>\$1,000.00 \$700.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)</p>
	<p>2018 – 253 APPROVING SUPPLEMENTAL APPROPRIATION TO PI FOR DEBT SERVICE PRINCIPAL PAYMENT TO OPWC FOR CR 198 IMPROVEMENTS (\$12,000.00)</p>		<p>\$12,000.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)</p>
	<p>2018 – 254 APPROVING APPROPRIATION TRANSFER FOR JUNE CHILD PLACEMENT COSTS (\$91,012.50) AND MANDATED PLACEMENT COSTS FOR AUGUST (\$17,768.83)</p>		<p>\$91,012.50 \$17,768.83</p>	<p><b>*Motion:</b> Move to Approve Moved by: Kay E Reiter 2nd:Charles Schwochow Yes - 2 (Miller absent)</p>
<p><b>Prosecutors (10:30am)</b></p>	<p><b>Mark Mulligan -Assistant Prosecutor.</b> Mark came in to represent the Prosecutors Office. The closing for the Countryside Facility should be this week. There will be a closing document that will need to signed at some point.. Mark has talked to the Pence's attorney and told her he is filing in court. He is trying to get around having to file suit to get the property. He has not received a response so he will be moving forward with the Commissioners approval. The Commissioners agreed to have Mark move forward. Mark talked to Steve about including the other property needed now if he was unable to obtain that property. Commissioner Reiter talked about the request that was made at the Land Bank on the three lots that are out at Wightmans Grove.</p>	<p>Mark Mulligan - Assistant Prosecutor</p>		

<b>Sheriff (11:00am)</b>	<b>Sheriff Hilton.</b> Inmate telephone agreement was presented and a resolution will be submitted to approve the addendum to the current agreement. It needs to be updated along with a resolution. Commissioner Reiter talked about the updates that have been done at the jail and the communication center. He wanted to talk about OT year to date. He did reduce his request for 2018 and he is running under where he was at in 2017. He is working on keeping this under 2017 however his staffing has been an issue with some personnel problems. He is a little short staffed but he is working on filling the spots. His medical and food expenses are under 2017 and he feels like they will remain under budget for 2018. Combined Dispatch is happening it just needs signatures. The Administrator is working on getting agreements prepared for signatures. This should all be completed by the end of the month. He would like to work with Clyde to get them on board with the combined Dispatch. Sheriff talked about the next contract negotiations working on eliminating the PERS pick-up and adding it to their wages. He feels that if the pick-up was more reflected in the hourly rate his pool of applicants would be greater. Some may take home less however their retirement will increase. He feels he can get them to agree to the switch.	Chris Hilton - Sheriff		
<b>Public Hearing (11:30am)</b>	<b>Angie McConnell - WSOS.</b> Commissioner Reiter turned the meeting over to Angie McConnell from WSOS to hold the third public hearing for the CDBG grant project. The meeting is regarding the change from the Rodriguez Street project to the Courthouse Ramp Project. Angie opened the hearing and passed a sign in sheet around. There were no objections to the change. Commissioner Reiter made a motion to add resolution 2018-255 to the agenda.	Angie McConnell-WSOS		<b>*Motion:</b> Move to add resolution Moved by: Kay E Reiter 2nd: Charles Schwochow Yes - 2 (Miller absent)
<b>Additional resolution</b>	2018 - 255 AUTHORIZING THE AMENDMENT TO THE SUBMITTAL OF SANDUSKY COUNTY'S CDBG FORMULA APPLICATION FOR FISCAL YEAR 2017 TO THE OHIO DEVELOPMENT SERVICE AGENCY (ODSA)			<b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)
<b>Public Open Session</b>	Citizens Attendees - none Attendees - Craig Shoup, News Messenger, Tom Fullen, WFRO. Elected Officials - none	Media		
<b>*Adjournment (11:50am)</b>	With business completed for the day the meeting was adjourned.			<b>*Motion:</b> Move to Adjourn Moved by: Charles Schwochow 2nd: Kay E Reiter Yes - 2 (Miller absent)

Signature of:

*Kay E. Reiter*

Kay E Reiter, President

*Absent*

Scott Miller, Vice President

*Charles Schwochow*

Charles Schwochow

Attest:

*Traci Myles*

Acting 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

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



Attachment A

# Sandusky County Commissioners Agenda



## Topics of Discussion for the meeting Dated August 7, 2018

\* Denotes action needed

1. P.O. has been issued to re-finish sign in front of Flag Park.
2. Hot water loop for the jail will require a new mixing valve.(investigating best style)
3. Securing quotes for renovating offices at the communication center site.
4. Securing quotes to renovate the evidence room at the jail.
5. Working on a single (central) UPS that would provide coverage for all the Jail systems. UPS has been ordered.
6. Investigating battery back-up system for the courthouse elevator during power outages.
7. The USDA has approved the ADP room at the Ag department and a pre-construction meeting was held on 8/6/2018. Tentative start schedule set for August 15<sup>th</sup>.
8. Ceiling access hatch has been installed and the plumbing portion of the Hot water loop for the Jails domestic hot water is operational.
9. We have held two meetings with the contractor of the water softener for the jail to confirm that it will meet the needs and not affect water pressure.
10. The process of cleaning up the fluid in the Hydronic system at the Service Center has begun. This is in process.
11. Purchase Order for the blacktop pavement sealing projects has been issued.
12. Working with the Port Authorities, on energy efficiency audits, for the county. Interviewing Auditing Companies. Defining the Scope of work meeting to be held Wednesday Aug. 8<sup>th</sup>.
13. Discussion on office cleaning at the SCSC.
14. F.M. department has completed the Petroleum Storage Tank Operations Training Class and have obtained their Ohio Class "C" operator Certificate.