

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 10/16/18

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

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

**Present:** Theresa Garcia, County Administrator

**Others Present:** Andy Stout, Ron Hiser, Kim Foreman, Allen Gahler, Lisa Kuelling, Brad Smith

(\*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		
Electronic Monitoring (8:05am)	<b>Andy Stout - Electronic Monitoring.</b> Andy came in for his quarterly meeting with the Commissioners. Andy presented his financials and year to date numbers on clients. He gave a brief history of where his clients have come from since 2013. Fremont muni court has dropped due to using No Bars program. Andy plans to meet with the Bellevue Court to educate them on his program. They every now and then get clients from this court but he feels if he educates them on what he has to offer he is hoping to increase those numbers from Bellevue. Andy has his budget advanced in the new world system. He doesn't have much to budget. Commissioner Miller asked if there was anything else that could jeopardize the program. Andy feels that No Bars is the only program that seems to affect his numbers.	Andy Stout - Coordinator		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, In-coming Mail Review &amp; External Meeting Notices</b>	The 10/11/18 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: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>Review of External board/Meetings Attended by Commissioners</b>	Commissioner Reiter attended the Sandusky County Real-estate Owner Association meeting with Chris Grover, land bank coordinator, to give them information on the land bank and how they obtain property and the forms to be completed. They talked about foreclosures and that process as well as sheriff auctions.			

	Commissioner Miller and Administrator Garcia attended a meeting at EDC on the County Comprehensive Plan last Thursday. The meeting was well attended. There were only a few individuals that were missing that were invited. The group discussed whether the current plan should be revised or rewrote. The group agreed to have Beth Hannam, EDC Director, to interview consultants that may be able to give suggestions on the plan.			
<b>Commissioners and Administrators Discussion</b>	Commissioner Reiter attended the 100th Year Gala at Promedica last Saturday. She read the proclamation from the Commissioners office. The Governors office had someone in attendance who also did a presentation. It was outside and a little cold but very well attended. It was a very nice event. There were only six doctors in attendance but many other staff attended.			
	The Administrator attended the 911 meeting on Monday at EMA office. Lisa Kuelling, EMA Director, put the agenda together. Most of the items were reviewed by Atul Chopra, IT Radio Specialist, regarding the 911 next gen upgrade. Things are moving along however the live date has been pushed back due to some delays. They also discussed a request from Terra Community College on notifying them of 911 calls from the new dorms. A meeting will be set up with local emergency responders to understand what they need.			
<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>Facility Management (9:00am)</b>	<b>Ron Hiser - Facility Management.</b> Ron is in for his bi-weekly meeting with the Commissioners. See Attachment A for agenda items. The water mixing valve quote is \$7,000.00 for the jail. Commissioner Schwochow moved to install the mixer not to exceed \$7,000.00. Commissioner Miller second. Quote to install fence around Facility Management back parking area to move the impound vehicle and have them secure. Commissioner Reiter asked Ron to put the cost in his 2019 budget for review. The Administrator and Ron talked about the Energy Audit and how that is going. The final audit should be presented by next week. Budget for Facility Management has been entered and advanced. Ron did want to talk about what projects he should be getting approval from the Commissioners. The Commissioners felt that any project \$5,000.00 or under should be in FM budget and at Ron's discretion. Commissioners instructed Ron that spending in PI was frozen for 2018. Any projects from this point will need to be deferred to 2019.	Ron Hiser - Director	\$7,000.00	<b>*Motion:</b> Move to Approve quote on water mixing valve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

<p><b>Treasurer (9:45am)</b></p>	<p><b>Kim Foreman - Treasurer.</b> Commissioner Reiter asked how they were doing with getting the two land bank properties liens released so they can sell them. Kim updated the Commissioners on where they were at with this issue.</p> <p>Kim came in to talk to the commissioners about income investment. Per the conversation Kim had with our investment agent he gave details in writing of how the investment account can be set up:</p> <p>1) Brokerage (commission per transaction) 2) Fee Based (Quarterly advisory fee)</p> <p>Before, we were set up under the Morgan Stanley brokerage platform. The average annual commissions generated on the account for the \$30 million portfolio were approximately \$48,000.</p> <p>I would like us to consider switching to a consulting fee based platform for the following reasons:</p> <ul style="list-style-type: none"> <li>• Transparency</li> <li>• All investments would be purchased at dealer cost with no broker commissions</li> <li>• As a fiduciary, you would have records of all street bids in order to show best execution and best pricing of investments</li> <li>• Savings to the county</li> </ul> <p>He felt this is where the business is heading, and he is using this move to migrate all his Public Funds to the fee-based approach.</p> <p>His proposal is a 15 basis point fee (0.15%), which would equate to approximately \$45,000 in annual fees. This fee includes custody of the assets as well as all the benefits of being with a full-service financial platform. Kim would need to have approval from the Income Investment committee and set up a revenue and a fee line to pay the dealer cost. We could also leave it the way we are currently handling the dealer cost. A meeting of the Investment Committee will be set up to approve.</p>	<p>Kim Foreman - Treasurer</p>		
<p><b>*Resolutions (10:00am)</b></p>	<p>2018 – 320 APPROVING APPROPRIATION TRANSFER FOR SHERIFF MPA FUND SUPPLIES (\$815.00) WAGES (\$665.00) AND BENEFITS (\$185.00) TO CONTRACT SERVICES AND SHERIFF GENERAL FUND CAPITAL OUTLAY TO SUPPLIES; AND REPAY ADVANCE FROM STEP (\$2,100.00) AND IDEP (\$4,900.00), PROGRAMS TO GENERAL FUND</p>		<p>\$815.00 \$665.00 \$185.00 \$2,100.00 \$4,900.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
	<p>2018 – 321 APPROVING ADVANCE FUNDING TO SHERIFF STEP (\$2,100.00) AND IDEP (\$4,900.00) GRANT PROGRAMS FROM COUNTYWIDE</p>		<p>\$2,100.00 \$4,900.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 – 322 APPROVING SUPPLEMENTAL APPROPRIATION TO COMMON PLEASE IV-D TRANSFER OUT (\$24,000.00) AND COMMON PLEAS COURT CONTRACT SERVICES (\$15,000.00) FOR UNEXPECTED COSTS FOR CAPITAL MURDER CASE</p>		<p>\$24,000.00 \$15,000.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>

	2018 – 323 APPROVING SUPPLEMENTAL APPROPRIATIONS FOR THE FOLLOWING FUNDS FOR YEAR END EXPENSES; BOARD OF ELECTIONS WAGES (\$9,000.00); PROSECUTOR TO REPLACE EXPENSES FOR COMPUTERS TO UTILITIES (\$320.00) AND SUPPLIES (\$2,380.00); COMMISSIONERS UTILITIES (\$360.00); CORONER AUTOPSY COSTS (\$10,000.00) PUBLIC DEFENDER COSTS (\$20,000.00); FUND TRANSFER FROM COURT OF APPEALS DEBT TO CORONER AUTOPSIES (\$10,000.00);		\$9,000.00 \$320.00 \$2,380.00 \$360.00 \$10,000.00 \$20,000.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 324 APPROVING SUPPLEMENTAL APPROPRIATION TO BOARD OF DD FOR SICK LEAVE PAY OUT EXPENSES (\$9.00)		\$9.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow
	2018 – 325 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTYWIDE HEALTH INSURANCE (\$200,000.00); COMMISSIONERS TRANSFER OUT FOR APPROPRIATION TRANSFER TO SICK LEAVE WAGES (\$1,575.00) AND BENEFITS (\$25.00); COMMISSIONERS TRANSFER OUT TO WAGES (\$8,556.00) AND BENEFITS (\$2,044.00) FOR CWP		\$200,000.00 \$1,575.00 \$25.00 \$8,556.00 \$2,044.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 - 326 RE-DESIGNATING OF RURAL PUBLIC TRANSIT GRANTEE WSOS COMMUNITY ACTION COMMISSION, INC. (WSOS)			* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>OSU Extension (10:30am)</b>	<b>Allen Gahler- OSU Extension.</b> Gwen Soule, Director and Katie LaPlant, Educator, could not attend. Allen came in for a quarterly meeting with the Commissioners. He presented budget and informed the board they are maintaining within the budget. The Community Garden went well. There are a couple of lots that were open they will hope to have filled next year. Allen was asked about some of the wildlife in the area and what population has increased. The coyote population has increased and they are right in town and not strictly in the country. They did just have their regional meeting to update on 2019 plans. This new addition of the regional director will make a difference in the program. The program changes quite a bit annually and this will help keep them updated. Crop yields overall have been better than originally expected.	Allen Gahler - Educator		
<b>Juvenile/Probate Court (11:00am)</b>	<b>Judge Brad Smith - Juvenile/Probate Court.</b> Judge Smith requested to enter executive session for personnel matters.	Brad Smith - Judge		
	At 11:05am Commissioner Miller moved to enter executive session to discuss personnel matters.			* <b>Motion:</b> Move to enter executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

	At 11:47am Commissioners exited executive session.				<b>*Motion:</b> Move to exit executive session Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
<b>Public Open Session</b>	Citizens Attendees - none Attendees - none Kim Foreman, Treasurer. Judge Brad Smith.	Media Elected Officials -			
<b>*Adjournment (11:50am)</b>	With business completed for the day the meeting was adjourned.				<b>*Motion:</b> Move to Adjourn Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3

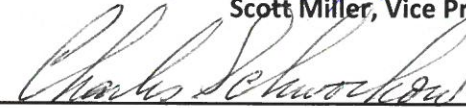
Signature of:



Kay E Reiter, President

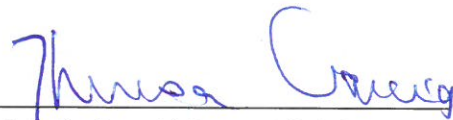


Scott Miller, Vice President



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.

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Clerk, Board of County Commissioners, Sandusky County, Ohio

# Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated October 16th 2018

\* Denotes action needed

1. \* Install new hot water mixing valve at the Jail.
2. \* Install fenced area behind F.M. for impound vehicles.
3. Ford 550 truck has been ordered with dump bed and salt spreader made from recycled materials
- 4.
5. Battery back-up system for the courthouse elevator has been ordered. Delivery date is Oct. 17<sup>th</sup>.
6. Purchase Orders have been issued for renovating road crew offices at the communication center site. Contractors to start Monday Oct.15<sup>th</sup>.
7. Working on a single (central) UPS that would provide coverage for all the Jail systems. UPS has been delivered and installation is underway. Paperwork for factory start-up has been submitted.
8. Commissioners building windows tentative install date will not be till spring of next year. We are working with vendor on window treatment.
9. The installation of the water softener for the jail is complete. Due to re-engineering cost was reduced.
10. The process of cleaning up the fluid in the hydronic system at the Service Center is complete. We will put them back in service and add water treatment.
11. Working with the Port Authorities and energy efficiency on the building audits. Parker Eng. visited all (6) buildings Thursday Oct. 11<sup>th</sup>. Final report to follow shortly.
12. Carpet cleaning for multiple offices underway.