

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

**MEETING 2018**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 10/30/18

**Time:** 8:00 AM - 1:40 PM

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

**Present:** Theresa Garcia, County Administrator

**Others Present:** Ron Hiser, Tim Braun, Steve Shiets, Zach Mulder, Sarah Zimmerman, Michelle Mong, Tom Fullen, Craig Shoup, Kelly Askins, Tesla Nagy, John Willey, Beth Hannam, John Havens, Brenda Havens

(\*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 10/23/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices. Invoices were approved in electronic fashion.	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 Miller met with a group from OSS on Monday for a special session. There was one Commissioner from each County to discuss the land fill in Seneca County that OSS has been having issues with. Sunny Farms is trying to change the classification of the waste they process and OSS does not agree with this. Bill Reineke and Steve Arndt were at the meeting and they are going to look in to the matter and meet with Craig Butler Director of the OEPA to see if they can get any more information.			
	Commissioner Schwochow went to the Kinder Morgan pipeline training and discussion. It was basically a safety meeting. The pipeline is complete and they talked about how pipeline issues should be handled by emergency personnel and who to contact.			
	Commissioner Miller went to the trunk or treat event at the Fremont rec center. It was well attended. Parking was an issue but it was a good turn out.			

	All three Commissioners went to the Standard Wellness open house last Thursday. It was a beautiful facility and clean. The security is amazing on how they handle the product. The tour was very interesting and informational.			
	Commissioner Miller attended the Visitors Bureau meeting last Wednesday. They talked about the 2020 Celebration planning. They have taken on several programs including the Fishing Festival for next year. They have had to talk about how they are balancing their projects.			
	Commissioner Miller sat on a conference call with CCAO taxation and finance committee to vote on white papers on Thursday.			
<b>Commissioners and Administrators Discussion</b>	The Commissioners reviewed the minutes from the Visitors Bureau discussing the update of their by-laws. The by-laws were updated and approved at the Visitors Bureau regular meeting and the Commissioners approved and signed the new by-laws.			
	Administrator Garcia updated the Commissioners on the art class painting the tunnel. Dave Thornbury, Visitors Bureau, met with the art teacher and the Administrator and talked about the historical background and what would be interesting for the tours done of the building. It sounds like it could be a great project for the art class.			
<b>*Then/Now Documents</b>	One certificate was presented from Common Pleas Court. There was a carryover expense from the Supreme Court for visiting Judges during Judge Wilson's absence. One invoice makes up this certificate. Supreme Court - \$1,404.00		\$1,404.00	<b>*Motion:</b> Move to Approve certificate Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
<b>*Personnel</b>	None at this time			
<b>*Travel Requests</b>	Travel request for Winter Conference for Commissioners Reiter and Miller and Administrator Garcia was presented for approval.			
<b>Facility Management (8:30am)</b>	<b>Ron Hiser - Facility Management Director.</b> Ron came in for his bi-weekly meeting with the Commissioners. See Attachment A for agenda items. Ron did ask for an appropriation transfer to cover fuel costs. That will be on the agenda Thursday for approval. The Energy Audits are almost complete for the Better Building Project. The audit team are being very thorough with the inspection. Ron and Rich are going to look at all upcoming contracts to make sure they are getting the best costs for the services.	Ron Hiser - Director		

<b>Sanitary Engineer (9:00am)</b>	<b>Steve Shiets, Sanitary Engineer and Zach Mulder, Assistant Engineer.</b> Steve and Zach came in to go over the agreement adjustment for the Village of Lindsey. Steve feels like the agreement is one sided. The Sanitary Engineer provides a service and they don't get anything from the Village over his cost. It was more of a helpful agreement that was made to assist the Village with some sewer and water issues and mandatory sampling and testing they needed to have done. Steve put together a new agreement and showed the costs for the service. Commissioner Reiter asked if Steve was going to present the information to the Village? She felt that Steve should make a courtesy phone call to the President of Council to give him a summary of what has taken place and the letters and agreement that he will be sending him.	Steve Shiets - Sanitary Engineer		
	Tim Braun, Prosecutor came to session to talk to the Commissioners. At 9:12am Commissioner Miller moved to enter executive session to discuss potential litigation.			<b>*Motion:</b> Move to enter executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	At 9:30am Commissioners exited executive session.			<b>*Motion:</b> Move to exit executive session Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>Board of DD (9:30am)</b>	<b>Sarah Zimmerman, Board of DD Superintendent.</b> Sarah came in for a quarterly meeting with the Commissioners along with Michelle Mong, Fiscal Officer. Sarah passed out a brochure the State has sent out with information on what a Board of DD is and services and support provided by the Board. Sarah passed out a quarterly report to review. The eligible individual count has gone up each year for the past several years. They feel that increase is due to them bringing children in the system sooner and keeping them longer. There referrals rates have increased and have had many new individuals move in to the County specifically for the services provided. Charts were reviewed from the report presented. See Attachment B for report.	Sarah Zimmerman - Superintendent		
<b>*Resolutions (10:00am)</b>	2018 – 340 APPROVING APPROPRIATION TRANSFERS FOR DJFS FROM INTERDEPARTMENTAL TO CONTRACT SERVICES AND UTILITIES FOR 2018 YEAR END INVOICES (\$30,400.00) AND SUPPLEMENTAL APPROPRIATION TO CHILDREN’S SERVICES CONTRACT SERVICES FROM FUNDS FROM OTHER COUNTY SOURCES (\$170,891.00)		\$34,400.00 \$170,891.00	<b>*Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 341 APPROVING APPROPRIATION TRANSFER IN SHERIFF MPA GRANT FUND FROM REIMBURSEMENTS TO CONTRACT SERVICES FOR INVOICES (\$1,665.00)		\$1,665.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

	2018 – 342 APPROVING APPROPRIATION TRANSFER FOR VETERANS OFFICE FROM CONTRACT SERVICES TO WAGES FOR DRIVERS 2018 WAGES (\$25,000.00)		\$25,000.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 343 APPROVING APPROPRIATION TRANSFER FOR SANITARY ENGINEER FROM CAPITAL OUTLAY TO SUPPLIES FOR YEAR END EXPENSES (\$4,000.00)		\$4,000.00	* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 344 APPROVING FUND TRANSFER FROM HUMANE TO COMMISSIONERS CONTRACT SERVICES FOR TRAVEL EXPENSES (\$1,000.00)		\$1,000.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 - 345 APPROVING THE 2018 SANDUSKY COUNTY INVESTMENT POLICY			* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 - 346 IN THE MATTER OF THE COUNTY TREASURER TRANSFERRING INVESTMENT FIRMS FROM MORGAN STANLEY TO USB			* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 347 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTY COURT FROM COUNTY COURT FACILITY FUND FOR WAGES (\$120,000.00) BENEFITS (\$28,740.00) AND SUPPLIES (\$1,260.00) FROM REVENUE SURPLUS		\$120,000.00 \$28,740.00 \$1,260.00	* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 348 APPROVING APPROPRIATION REDUCTION FROM COUNTY COURT WAGES (\$120,000.00) BENEFITS (\$28,740.00) AND SUPPLIES (\$1,260.00) FOR REIMBURSEMENT FROM COUNTY COURT FACILITY FUND SUPPLEMENTAL AND SUPPLEMENTAL AND FUND TRANSFER FROM COMMISSIONERS TO CHILD PLACEMENT COSTS (\$150,000.00)		\$120,000.00 \$28,740.00 \$1,260.00 \$150,000.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 349 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTY COURT INDIGENT DRIVER ALCOHOL FUND FOR TRANSFER (\$15,000.00)		\$15,000.00	* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 350 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM CONTRACT SERVICES TO SUPPLIES FOR PURCHASE OF A LIFT FOR THE SCHOOL (\$3,000.00)		\$3,000.00	* <b>Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

	2018 – 351 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTY HEALTH INSURANCE FUND FOR 2018 PREMIUMS (\$363,000.00)		\$363,000.00	* <b>Motion:</b> Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
<b>Dog Kennel (10:15am)</b>	Tesla Nagy came in with Kelly Askins, Dog Warden, to be sworn in as a Deputy for the Dog Kennel.			
<b>Tawny LeJeune (10:30am)</b>	Tawny came in at the request of the Commissioners. The Commissioners thanked her for the news letter, she did a great job putting it together. Tawny has taken over the financial portion for Community Work Program (CWP) She has been processing the invoices for work CWP has done each month. She gets the monthly report from Administrator Garcia and then processes the invoices. Tawny is also paying invoices and doing pay ins for CWP as a new addition to her job responsibilities.			
<b>Public Open Session</b>	Citizens Attendees - none Attendees - Tom Fullen, WFRO. Craig Shoup, News Messenger. Elected Officials - Tim Braun, Prosecutor	Media		
<b>Media Attendee</b>	Craig Shoup from the News Messenger asked the Commissioners about minutes from the meeting with Sheriff Hilton in October. The conversation in question was regarding assistance the Sheriff was giving to Gibsonburg. The Commissioners were not aware of any agreements only that they would assist if needed on the upcoming retirement of the Police Chief.			
<b>Regional Planning and EDC</b>	<b>John Willey, Regional Planning and Beth Hannam, EDC.</b> John and Beth came in to discuss the initial Comprehensive Planning Committee meeting. After this meeting the direction was still a little unclear. They wanted clarity from the Commissioners on how to move forward. John presented several scenarios they could move forward with. Commissioner Reiter noted that if this will only be a review the committee would not need to be involved until it was completed. There is a cycle that has been done in the past where every five years it is a rebuild than a review. John and Beth met with three different vendors to see what they could offer to help with the plan. The group does need to think big and outside the box on what they want to submit in the plan. The suggestion was to push the due date for the plan to get enough information to put together a useable plan. Another committee meeting will be scheduled to discuss what is next	John Willey- Regional Planning Director Beth Hannam - EDC Executive Director		
	The Commissioners moved to the conference room to review submitted budgets. General Fund Department budgets were presented. There was only one department that was close to the 2018 adopted budget. Many were quite a bit over. There were several agreements that need to be turned in to the Budget Commission to make revenue adjustments to cover the additional expenses. After review there were a few departments the Commissioners feel they would like to meet with as a start. Administrator Garcia will set up these meetings.			

<b>Public Open Session</b>	Citizens Attendees - none Attendees - Tom Fullen, WFRO. Craig Shoup, News Messenger. Elected Officials - none	Media		
<b>*Adjournment (1:40pm)</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

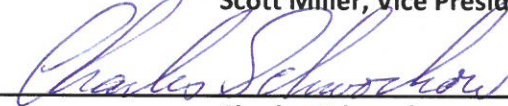
Signature of:



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 October 30th 2018

\* Denotes action needed

1. \*Appropriation Transfer
2. Electric, Hot food serving unit has been ordered for JDC.
3. Fenced area behind F.M. for impound vehicles has been scheduled for 2019
4. Sign for Flag Park to be completed next week.
5. Installing some data lines in preparation for the new time clock system (Executime).
6. Battery back-up system for the courthouse elevator has been ordered.
7. Purchase Orders have been issued for renovating road crew offices at the communication center site. Construction contractor is done with phase one (rough carpentry) and electrical and data is being installed currently.
8. Working on a single (central) UPS that would provide coverage for all the Jail systems. The UPS start-up is complete, finishing up circuit wiring.
9. Working with the Port Authorities and energy efficiency audits on designated buildings. Parker Eng. visited all (6) buildings Thursday Oct. 11<sup>th</sup>. and again Oct. 29<sup>th</sup>. Working with Poggemeyer Design group on energy efficient audits report and recommendations.
10. Securing quotes and pricing for 2019 Service, Inspection, and Vendor contracts.
11. New hot water mixing valve at the Jail has been ordered.



SCBDD

Attachment B

Sandusky County Board of Developmental Disabilities committed to listen, enrich, and optimize partnerships with Sandusky County residents with developmental disabilities and their families

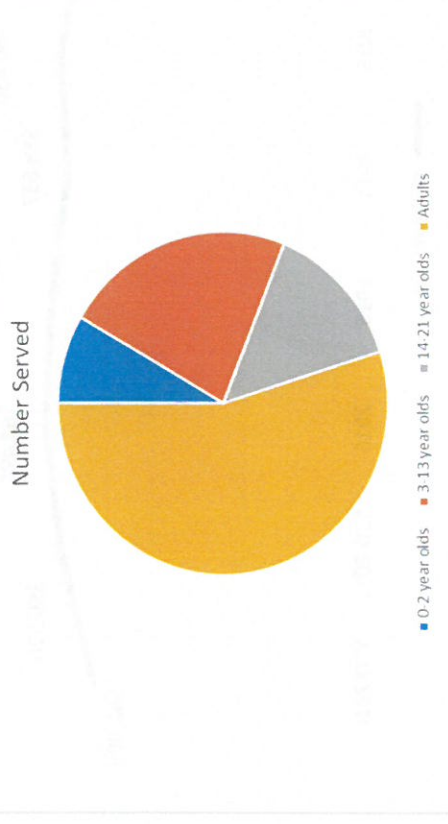
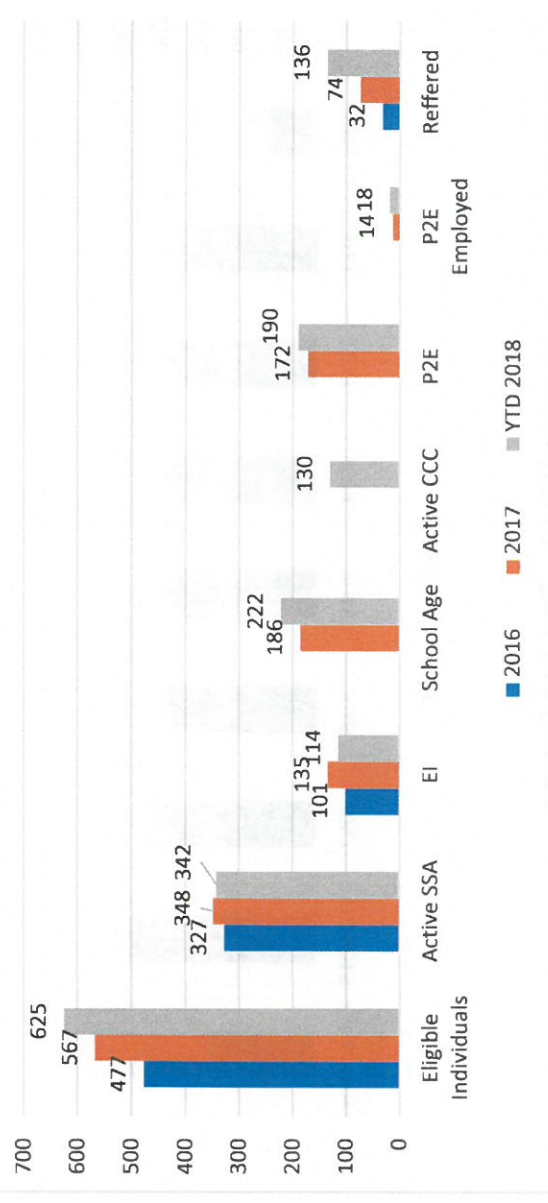
# Sandusky County Commissioners Report

October 30, 2018

## SCBDD 2018 Highlights

- Increase in numbers served
  - o Referrals for eligibility: 29 in September
  - o Developmental Center (DC) downsizing impact: 4 individuals
- Waiver enrollment
  - o New waiting list rule and assessment
  - o 2019 projections: adding 65 waivers
- September was National Direct Support Professional (DSP) Month
- October is National Disability Employment Month

## SCBDD Individuals Served



SCBDD, 1001 Castalia Street  
Fremont, Ohio 43420  
419.332.9296 phone  
419.332.9571 fax




2019 Employment Data

- 52 people employed
- 49 employers recognized in October
- During 2018 contract year P2E:
  - Received 259 referrals
  - Processed 91 applications
  - Have 44 seeking jobs
  - Supported 35 to learn their new job
  - Successfully closed 18 in jobs



**#InclusionWorks**  
 October is National Disability Employment Awareness Month  
 Sandusky County Board of Developmental Disabilities  
 Learn More at: [www.SCBDD.org](http://www.SCBDD.org)

LAMAR SCBDD



October is National Disability Employment Awareness Month  
**Kelly, Celebrating 20-Years!**  
 Sandusky County Board of Developmental Disabilities  
 Learn More at: [www.SCBDD.org](http://www.SCBDD.org)

LAMAR SCBDD

DSP Shortage Crisis

- Single biggest barrier to implementing Ohio's DD services.
- 61% turnover rate within 12 months of employment
- Costs the employer \$4,073 to replace each DSP
- Ohio's average hourly wage is \$10.18



Direct Support Professional Appreciation Week  
**September 9 - 15**  
 Join Jennifer, Be a Local Hero!  
 Sandusky County Board of Developmental Disabilities  
[www.DSPOhio.org](http://www.DSPOhio.org)

LAMAR SCBDD



Sandusky County Board of DD  
 DSP's are: Utterly - Hero's!  
 Direct Support Professional Appreciation Week  
**September 9 - 15**  
 Join Nikole, Be a Local Hero!  
 Sandusky County Board of Developmental Disabilities  
[www.DSPOhio.org](http://www.DSPOhio.org)

LAMAR SCBDD

**Public Session Sign in Sheet**

**10/30/18**

Name	Signature	Contact Information
John Adams		2020
Brexit Adams		