

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

MEETING 2018

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 11/20/18

Time: 8:00 AM - 11:53AM

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

Present: Theresa Garcia, County Administrator

Others Present: Russ Zimmerman, Tim Braun, Kim Foreman, Jerri Miller, Carly Trautwein, Tom Fullen, Jim Moyer, Atul Chopra, Gary Kirsch, Will Chambers, Conner Witt

(*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 11/15/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Scott Miller, Charles Schwochow,		*Motion: Move to Approve minutes Moved by: 2nd: Yes - 3
Review of External board/Meetings Attended by Commissioners	Commissioner Miller attended the Regional Planning meeting and they did not have a quorum. They talked about the comprehensive plan and some of the quotes they have received from contractors. They talked about the zoning conference that John Willey, Regional Planning Director, attended.			
	Commissioner Miller was unable to attend the Health Department meeting but went out and sat with the Bethany Brown, Health Commissioner, and talked about the levy. They need to plan and discuss how to educate the citizens of Sandusky County to assist with putting it back on the ballot. There are some services they will not be able to provide and they will not be replacing positions as individuals resign/retire. They talked about restaurant reviews by the State and how much time it takes to walk through these with them. There were other items on the agenda that he was updated on.			
Commissioners and Administrators Discussion	There are three townships that have sent notices to the Commissioners removing the township from the electric aggregation program. Madison Township would like to talk to one of the Commissioners about the program. Palmer			

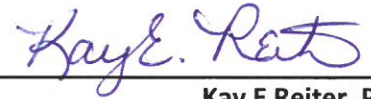
	Commissioner Miller brought up the EMS contract with Woodville and that we should be prepared in the next year to discuss a contract.			
	Commissioner Reiter and her husband helped with the food drive at the Pontifex yesterday. It is going really good. They filled a Wendt Key truck with food yesterday. The county has their bags out in departments and the deadline is today to contribute.			
	Commissioner Schwochow attended a WSOS meeting and they talked about the auction/tag it sale they had on the furniture and supplies surplus they had. There were many attending the auction but they didn't do as good as they would have liked to.			
*Then/Now Documents	One certificate was presented from the Sheriff's office. One invoice from Rakich and Rakich was dated from a June order and PO was for August and the Staples PO was closed prematurely for year end. Two invoices make up this certificate. Rakich & Rakich - \$228.97, Staples - \$169.00		\$228.97 \$169.00	*Motion: Move to Approve certificates Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	One certificate was presented from DJFS. It was unknown if the Director was going to rejoin membership. One invoice makes up this certificate. PCSAO (Public Children Services Assoc.)- \$4,383.30 *** The Commissioners want this payment to be made in 2019 with funds from 2019. With this large of an expense they want it to be made next year.		\$4,383.30	
*Personnel	None at this time			
*Travel Requests	None at this time			

Budget Commission (8:30am)	<p>Jerri Miller, Tim Braun and Kim Foreman, Budget Commission, came in at the request of the Commissioners to update them on the budget process for 2019. Commissioner Reiter started the meeting by information the Commission that the budget has been reviewed and the Commissioners feel that the expenses have been reviewed and discussed and they wanted to talk to the Budget Commission about additional revenue that was brought to their attention during the expense review. The Commission was presented with additional contracts that are in place to cover additional expenses that were budgeted for 2019. Jerri Miller, Auditor, looked at the information and informed the Commissioners she has projects that have to be done within the next few weeks and was not sure when she would be able to review the new information and make any changes to the estimated certificate. She needed more time to verify the contracts that were presented. Tim Braun and Kim Foreman were able to verify the contracts for many of the additional revenue listed. Jerri had questions on the additional request in the transfer line for the 1979 sales tax money. She feels that money in the fund should be used for carryover and not considered in the budget. She feels if it is spent that we do not have money for the beginning of 2019. Jerri was concerned that she needs time to review the information and could not give a time on when she would be able to meet with the Budget Commission to approve. Commissioner Reiter noted the budget approval will be put on hold until these items are reviewed and answered.</p>	<p>Jerri Miller - Auditor Tim Braun - Prosecutor Kim Foreman - Treasurer</p>		
Mental Health Board (9:00am)	<p>Mircea Handru was unable to attend. The meeting was on his schedule for next week. This meeting will be rescheduled.</p>			
EMS (9:30am)	<p>Jeff Jackson was called to an emergency in Bellevue at a grain fire and was unable to attend.</p>			
Engineer (9:27am)	<p>Jim Moyer - Engineer. Jim came in to notify the Commissioners that his retirement will have to be delayed a couple of months. He will have to wait until he has someone with the mandatory licenses needed to be appointed as Engineer. He feels it will only be a few months later than expected.</p>			
HR Specialist	<p>The Commissioners asked Jaime Wolfe, HR Specialist, to come down and talk to them about new hires for 2018. The Commissioners asked Jaime to run reports on new hires for the year and how many new hires were replacing positions and how many are new positions and what departments added new positions. They would like the comparison report next Thursday. The Administrator also asked Jaime to discuss the work she is doing on verify salaried verses hourly employees. The system has several salaried employees in as hourly and some of these salaried staff submit overtime. The Commissioners aske Jaime and Administrator Garcia to put together a letter to any department head that is salaried reminding them they are salary and they are exempt from overtime.</p>			

<p>*Resolutions (10:00am)</p>	<p>2018 – 363 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTYWIDE SUPPLIES FOR POSTAGE (\$10,000.00) FOR REMAINDER OF 2018 AND APPROPRIATION TRANSFER FROM OTHER COSTS TO SUPPLIES FOR EMA PHONES (\$1,800.00)</p>		<p>\$10,000.00 \$1,800.00</p>	<p>*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
	<p>2018 – 364 APPROVING SUPPLEMENTAL APPROPRIATION TO TASC SUPPLIES (\$14,000.00) FOR EXPENSES FOR THE REMAINDER OF 2018</p>		<p>\$14,000.00</p>	<p>*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 - 365 RESOLUTION ---- IN THE MATTER OF A REAPPOINTMENT OF BILL FARRELL TO THE SANDUSKY COUNTY LAW LIBRARY RESOURCES BOARD (LLRB)</p>			<p>*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 - 366 APPROVING A LEASE AGREEMENT BETWEEN THE SANDUSKY COUNTY BOARD OF COMMISSIONERS (SCC) AND THE SANDUSKY COUNTY ECONOMIC DEVELOPMENT CORPORATION (EDC), FOR SPACE LOCATED AT THE SANDUSKY COUNTY SERVICE CENTER COMPLEX</p>			<p>*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 - 367 AUTHORIZING THE RENEWAL OF THE LEASE AGREEMENT WITH ST. JOHN'S EVANGELICAL LUTHERAN CHURCH AND THE SANDUSKY COUNTY COMMISSIONERS ON BEHALF OF SANDUSKY COUNTY TASC.</p>			<p>*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3</p>
	<p>2018 – 368 APPROVING APPROPRIATION TRANSFERS FOR JFS FUNDS FROM ASSISTANCE, UTILITIES AND CONTRACT SERVICES TO REFUNDS AND CONTRACT SERVICES AND SUPPLIES TO OTHER COSTS FOR YEAR END EXPENSES (\$115,801.00) AND SUPPLEMENTAL APPROPRIATION TO OTHER COSTS (\$85,199.18)</p>		<p>\$115,801.00 \$85,199.18</p>	<p>*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>2018 – 369 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTYWIDE HEALTH INSURANCE FOR DECEMBER INVOICE (\$140,000.00)</p>		<p>\$140,000.00</p>	<p>*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>
	<p>Judge elect Jeremiah Ray stopped in while he was in to complete payroll paperwork. He stopped in to just say hello and make sure they all know they invited to his swearing in at the Courthouse tomorrow.</p>			

IT Staff (10:30am)	IT Staff - Atul Chopra, Gary Kirsch, Will Chambers and Conner Witt. Staff came in for their monthly meeting. See Attachment A for agenda items. Atul reviewed financial requests. The items have been put in the 2019 budget. There will be three of the items we will need to pay the annual for this year in December. The Commissioners asked if these invoices could be pushed to January. Atul reviewed backups and quotes. Will covered the new server migration. Conner covered the remote support application and how it is working. Prosecutor is assisting in closing the old contract. Atul covered the 911 combined dispatch project. It is a huge project and Atul has asked the rest of the staff assist. Will is working with Lee Wyss, Data Processing, on installing time clocks for those departments that need them. EMA phone systems is the last phones that need to be updated to the new system. Phones have been ordered and Ohio TeleCom has been very helpful. Gary covered work being done for the City of Fremont. There are new projects that were discussed and now they prioritize these projects.			
Public Open Session	Citizens Attendees - none Attendees - none Tim Braun, Prosecutor. Jerri Miller, Auditor. Jim Moyer, Engineer.	Media Elected Officials -		
*Adjournment (11:53am)	With business completed for the day the meeting was adjourned.			*Motion: Move to Adjourn Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

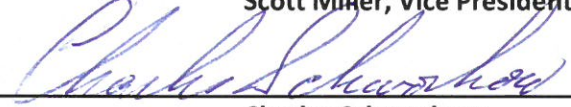
Signature of:



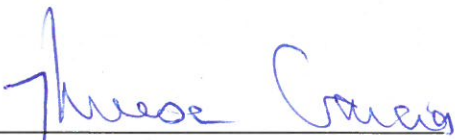
Kay E Reiter, President



Scott Miller, Vice President



Charles Schwochow

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

Board of County Commissioners, Sandusky County, Ohio

Financial Request(s)

- Backups - \$45,528.26, this includes all licensing and equipment required for a countywide implementation
 - 3 year term on licensing and equipment coverage
- VMWare - \$2784.22 (annual), this covers VMWare licensing and support for the entire virtual environment
- Barracuda - \$2100 to catch up on our replacement subscription.
- AntiVirus - \$1100 (annual), this covers antivirus for all county servers.



Projects / Updates

- Backups
 - 11/20/2018
 - We have obtained final quotes for all licensing/equipment
 - 10/2/2018
 - Pricing received for 2 different options – Dell & our own solution
- New server migrations
 - 11/20/2018
 - New Domain Controller/Certificate Authority is up and running (SC-DC2), new Auditor Domain Controller/File Server spun up and configuration started. Created new Test-VM for Auditor's Office New World upgrade (2018).
 - 10/2/2018
 - New mail server – all accounts migrated to new mail server, old mail server to be decommissioned by end of this month.
 - New main server and domain controller provisioned. Migration started.
- Remote support application
 - 11/20/2018
 - Prosecutor's Office has sent formal letter to Kaseya requesting they terminate contract. No response at this time.
 - 10/2/2018
 - Met with Mark Mulligan to discuss Kaseya contract. Mark will be contacting Kaseya.
- Dispatch/911 Project
 - 11/20/2018
 - Training continues, establishing secure connectivity between FPD and both Sandusky and Wood Counties
 - 10/2/2018
 - Trainings under way, connection to Wood County established and tested for CAD. Waiting for 911 connectivity.
 - Consolidation was presented at last council meeting. This will require 3 readings. Council members were positive.
- Executime
 - 11/20/2018
 - Time clocks are in for several departments, we will be assisting Lee and the Auditor's Office with install if needed
 - 10/2/2018 – no updates at this point
- Phones
 - 11/20/2018
 - EMA phones have been ordered – that is the last county department
 - In the process of reconfiguring connectivity on routers to provide better higher level of service for voice.

- 10/2/2018
 - Discussed backup capabilities with Ohio Telecom. Also looking into diversifying connectivity.
- City of Fremont
 - 11/20/2018
 - Migration to VMs to start this week
 - Water Sewer Maintenance setup in new building, connectivity back to the City Muni building in the works
 - PD internal networking and phone install
 - PD recording system
 - Fundbalance migration/rollout
 - VMWare environment setup
 - SSI new server migration/rollout
 - Parks bldg. fiber link
 - WTP server conversion
 - UPS for server room
 - WRCC documentation
 - East FD phones/data move to Spectrum
 - WIFI citywide
 - CITY1 server separation
 - 10/2/2018
 - Phone system – addressing voice quality and disconnection issues
 - ABM – new VLAN setup to allow ABM devices to communicate with internet/network
 - New servers – setting up primary servers, will start migration as soon as these are tested.
- New Projects
 - Network changes – Move Commissioners’ and Adult Probation over to their new VLANs
 - Network maintenance for Core Routers and Switch
 - NetMotion install and configuration for all involved with CAD/JMS/RMS/MCT upgrade
 - Safe Harbor system setup/install at Fremont, Woodville and Gibsonburg police departments
 - New radio system training (January) and installation
 - Countryside router re-configuration
 - FortiClient EMS – Testing on various PCs and Servers is underway
 - Countywide IT purchasing – discussed with SHI, Dell and Microsoft. Waiting for responses.
 - Fiber connectivity – obtaining pricing

Public Session Sign in Sheet

11/20/18

Name	Signature	Contact Information
BESS ZIMMERMAN		719-261-8886
Charly Tennant		419-334-6127
Jan Day		