

Sandusky County Commissioners – 6225 Croghan Street, Fremont, OH 43420

MEETING 2019

Meeting: Board Of Commissioners Location: Commissioners' Board Room Date: 1/3/19 Time: 8:00AM – 12:56PM

Present: Commissioners: Kay E Reiter, President; Scott Miller, V-President; Russ Zimmerman

Present: Theresa Garcia; County Administrator

Others Present: Beth Hannam, Atul Chopra, Will Chambers, Conner Witt, Lisa Kuelling, Craig Shoup, Tom Fullen, Chris Hilton

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / 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, incoming Mail Review & External Meeting Notices	The 12/27/18 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Kay E Reiter, Scott Miller, Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Kay E Reiter Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the Sandusky County Republican Party meeting last night. There were a few people in attendance but not the usual crowd. Representative Reinecke spoke to the group.			
Commissioners and Administrators Discussion	Commissioners talked about Commissioners Business Cards. Years ago the cards had other county office numbers on the back of the card. That would be easy to update. Commissioner Miller is working on a new design.			
	Commissioner Miller talked about meeting the Representative from Treble, Electric Aggregate Energy Company, at the Township Trustee meeting a few weeks back. He called Commissioner Miller to set up a meeting. Commissioner Miller asked him to meet with the Commissioners to talk to them about the presentation and what they have to offer. He was very defensive with Commissioner Miller. Commissioner Miller suggested / requested that he contact the County			

	Administrator to set up a meeting. Commissioner Zimmerman has talked to a Rice Township trustee and explained to them how the CCAO program works and that they would not have the savings with Treble they have with CCAO program.			
	Commissioner Reiter asked to approve resolution 2019-05 prior to open forum.			
	2019 - 05 APPROVING AMENDMENT TO APPROPRIATIONS FOR EXPENDITURES FOR CALENDAR YEAR 2019		\$53,192,372.02	* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
EDC (8:30am)	Beth Hannam – EDC. Beth came in to catch up with the Commissioners. She wanted to talk about the Sandusky County Transportation Improvement Board (TID). An AG opinion came out stating a Commissioner cannot be on this board. Beth was not sure how we wanted to handle that appointment. Commissioner Reiter did mention we needed to make sure the Rodriguez Street project keeps moving through the TID. The Commissioners feel they need to make new appointments and want to discuss the matter next Thursday. County Administrator and Beth Hannam from EDC and County Auditor are already appointed so they would need to appoint two more positions. County Administrator will set up a meeting first part of February. Beth than talked about the Comprehensive Plan. They are sending out the RFP next week sometime. Investors report was sent out and EDC did very well in 2018.	Beth Hannam – Executive Director		
IT Staff (9:00am)	Atul Chopra, Will Chambers and Conner Witt - IT Staff. IT Staff came in for their monthly meeting to update the Commissioners. See Attachment A for agenda items. Atul reviewed budgeted financial requests for 2019. Project updates were reviewed. In the next few months we will probably have to increase band width for the Dispatch Center. They discussed the cyber scan that was done for us by CCAO. There were six items they followed up on and the report will be sent to CCAO once completed.	Atul Chopra – Director Will Chambers- IT Specialist Conner Witt – Data Specialist		
* Then /Now Documents	None at this time			
* Personnel	None at this time			

* Travel Requests	Statement of Expense for Scott Miller was presented for approval for mileage in 2018.			
* Resolutions (10:00am)	2018 – 428 APPROVING 2018 YEAR END SUPPLEMENTAL APPROPRIATIONS, REDUCTIONS, FUNDS TRANSFERS AND APPROPRIATIONS FOR END OF YEAR BALANCES			* Motion: Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes - 3
	2019- 01 APPROVING SUPPLEMENTAL APPROPRIATION TO SHERIFF SPECIAL DETAIL FUND TRANSFER OUT LINE FOR DDEP FUNDING (\$1,800.00)		\$1,800.00	* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 02 IN THE MATTER OF RESCINDING RESOLUTION 2018 - 427 APPROVING APPROPRIATION TRANSFER AND SUPPLEMENTAL APPROPRIATIONS FOR VARIOUS DEPARTMENTS			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 03 TEMPORARILY INCREASING THE AMOUNT OF SALARY FOR MELANIE ALLEN, INTERIM DIRECTOR OF SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, UNTIL A PERMANENT DIRECTOR IS APPOINTED			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 04 APPROVING & ENTERING INTO CONTRACT WITH WSOS/GLCAP FOR PROFESSIONAL SERVICES IN COMPLETING AN ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING IN SANDUSKY COUNTY			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 06 RESOLUTION ---- AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY SHERIFFS OFFICE RECORDS OFFICE AND CONCEAL CARRY OFFICE FOR 2019		\$20.00 \$100.00	* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 07 AUTHORIZING THE SANDUSKY COUNTY SHERIFF OR DESIGNEE TO USE COUNTY CREDIT CARDS FOR WORK RELATED EXPENSES			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3

	2019 - 08 APPROVING TRAVEL AND EXPENSES FOR, SHERIFF CHRISTOPHER HILTON, CHIEF ED HASTINGS AND MAJOR NICK KOTSOPOULOS FOR OUT OF STATE TRAVEL TO NASHVILLE TENNESSEE FROM MAY 26 THRU MAY 31, 2019			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 09 UPDATING THE DAILY BOARDING FEES AT THE DOG KENNEL FROM \$7.00 PER DAY TO \$10.00 PER DAY			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 10 UPDATING DOG LICENSE FEES AND KENNEL FEES FOR THE SANDUSKY COUNTY DOG KENNEL			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019- 11 PURSUANT TO SECTION 5705.03 OF THE REVISED CODE REQUESTING THE SANDUSKY COUNTY AUDITOR TO CERTIFY TO THE BOARD OF COUNTY COMMISSIONERS THE CURRENT TAX VALUATION OF SANDUSKY COUNTY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A RENEWAL OF A FIVE-TENTHS (.5) MILL TAX LEVY AND AN ADDITIONAL FIVE-TENTHS (.5) FOR THE SANDUSKY COUNTY GENERAL HEALTH DISTRICT (HEALTH DEPARTMENT), AS AUTHORIZED BY SECTIONS 5705.19 & 3709.29 OF THE REVISED CODE			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
EMA (10:30am)	<u>Lisa Kuelling – EMA.</u> Lisa came in for her monthly meeting with the Commissioners. Lisa reviewed her 2018-2019 grants she was awarded or has submitted applications to receive. She provided a list of meetings she attended since her last meeting. Lisa has submitted many annual reports for 2018. Public Outreach programs and trainings were reviewed. There were no emergency/disasters since the last meeting. The only issue was with the Downtown Fremont event for New Year's Eve. The wind caused issues to be able to proceed with the fireworks. Due to the wind they had to be canceled and they had to find proper area to house the fireworks and the individual that brought the fireworks and was going to shoot them off. There were several plan reviews with in the community including meeting with Fremont Schools with building plans.	Lisa Kuelling – EMA Director		

Sheriff (11:00am)	<p>Chris Hilton – Sheriff. Sheriff came in for his monthly meeting with the Commissioners. Yesterday was Sheriff's two year anniversary as Sheriff. It has been the best decision he has made, these two years have been very satisfying. Sheriff asked for a resolution or a proclamation supporting Project Life Saver. He will get language he would like to see in the proclamation. Sheriff wanted to talk about the Combined Dispatch and their first few days. There was an AT&T issue where there was a phone line not forwarded properly but that did not cause any issues with emergency calls. After watching the first few days of the combined dispatch Sheriff has made note that his supervisor was used more as a dispatcher and not a supervisor. He would like to hire another dispatcher so the supervisor can effectively do her job. He did put together numbers on the cost of a new dispatcher. Sheriff believed when setting this up that they could get by with 12 dispatchers. It was obvious these past few days that they need one more. Sheriff discussed financing of the position and how that would work. Some of this will happen with financing by other entities to dispatch for them. He did not expect an immediate answer but he will need to know as soon as possible. He will keep working on other solutions.</p>	Chris Hilton- Sheriff		
Public Open Session	<p>Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger. Tom Fullen, WFRO Elected Officials – Chris Hilton - Sheriff</p>			
	At 12:40pm Commissioner Reiter asked to enter executive session to discuss pending litigation.	Commissioners Reiter, Miller and Zimmerman and County Administrator Garcia		* Motion: Move to enter executive session Moved by: Scott Miller 2nd: Kay E Reiter Yes – 3
	At 12:55pm Commissioners exited session. A motion was made to exit executive session.	Commissioners Reiter, Miller and Zimmerman and County Administrator Garcia		* Motion: Move to exit executive session Moved by: Scott Miller 2nd: Kay E Reiter Yes – 3
* Adjournment (12:56pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to Approve Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3

Signature of:

Kay E. Reiter

Kay E Reiter, President

Scott Miller

Scott Miller, Vice President

Russ Zimmerman

Russ Zimmerman

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Gowan 1-8-2019
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.

Theresa Gowan
Clerk, 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 - \$5882.12 (2018 & 2019), this covers VMWare licensing and support for the entire virtual environment
- Barracuda - \$2623.75 to catch up on our replacement subscription.
- AntiVirus - \$1100 (annual), this covers antivirus for all county servers.

Projects / Updates

- Backups
 - 1/3/2019
 - Backup software installed and has been working perfectly. Vendor (VEEAM) has been very helpful, they have extended a 15 day trial to over 3 months
 - 11/20/2018
 - We have obtained final quotes for all licensing/equipment
- New server migrations
 - 1/3/2019
 - New EMS and FM server have been installed, data migrated. Respective departments have started using new servers.
 - Continued work of new domain controller and new main server.
 - 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).
- Remote support application
 - 1/3/2019
 - Kaseya responded stating they received our letter and were forwarding to their legal dept.
 - 11/20/2018
 - Prosecutor's Office has sent formal letter to Kaseya requesting they terminate contract. No response at this time.
- Dispatch/911 Project
 - 1/3/2019
 - Fremont PD dispatchers now at SCSO Communications Center
 - Working through challenges – bandwidth issues between SCSO and Fremont PD, phone number forwarding.
 - Trainings continue – last 2 training sessions to be held over next 4 weeks.
 - 11/20/2018
 - Training continues, establishing secure connectivity between FPD and both Sandusky and Wood Counties
- Executime
 - 1/3/2019
 - Testing time clocks now.
 - 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
 - 1/3/2019

Attachment B

EMA
1/3/2019
10:30 A.M.

Grants: 2018-2019

- A.) EMPG FY18- Waiting on award letter, should be the same as last year
- B.) Davis Besse Contract-26,000.00 Waiting on response from First Energy. New Contracts signed.
- C.) LEPC Contract-15,000.00 (4/1/18-3/31/19)-Received-9/7/2018
- D.) 911 Contract-20,000.00 (7/1/18-6/30/19)-Received-9/7/2018
- E.) Assessment Letters-15,845.44.(1/1/19-12/31/19) Have been sent out
- F.) HSGP FY17 -Interoperable Communications-30,000.00-Lucas Co. bid project
- G.) SERC Grant Received- 22,328.00 (7/1/18-6/30/19)
- H.) Mitigation Grant-completed and submitted 8/23/18. Awaiting Award Letter
- I.) Supplemental Grant-completed and submitted 9/7/2018. Award Letter received. 7,000.00
- J.) Considering State Farm Grant (Wx radio program). Applied. Recipients not chosen until 1st quarter of 2019

Meetings:

- 10/9-Village of Woodville-Consolidation
- 10/10-City of Fremont-Blueprint review new HS
- 10/11-EMA Educ. Call
- 10/15-911 Technical Advisory Mtg
- 10/15-Terra-Housing Facility Meeting
- 10/15-Dispatcher Mtg
- 10/15-Regional Planning Mtg
- 10/16-Hospital Council Mtg
- 10/22-Homeland Security Mtg
- 10/23-Terra Mtg
- 10/24-Tower Climber
- 10/25-OEMA-Liason mtg
- 10/25-State MARCS site visit
- 10/25-Kinder Morgan Pipeline
- 10/31-Central Square Demo
- 11/1-Wood Co. Mtg
- 11/5-Standard Wellness Mtg
- 11/5-Board of Elections Mtg
- 11/8-EMA Educ. Call
- 11/13-HC-EMA Steering Committee Mtg
- 11/13-Drone Team Mtg
- 11/15-NYE Mtg
- 11/16-EMAO Reg. Directors mtg
- 11/19-Regional Planning Mtg
- 11/20-Upgrade Mtg. with Sheriff
- 11/21-Safety Mtg
- 11/28-911 mtg
- 11/28-LEPC
- 11/28-Fire Association

11/29-NYE Mtg
12/10-HC-EMA Steering Committee Mtg
12/10-Conf. Call-Sheriff
12/10-Conf. Call-Frontier Connectivity
12/10-Regional Planning mtg
12/11-Conf. Call-GIS-mapping
12/13-EMA Educ. Call
12/13-NYE mtg
12/13-Village of Gibsonburg-Mass Notification
12/17-Pre-planning Mtg. Eden Springs
12/18-ABC Inoac-Emergency Planning
12/19-Fire Association

Reports:

- A.) EMPG Qtr. Report due 1/10/2019
- B.) Davis Besse Qtr. Report Due 1/10/2019
- C.) *** Middle of our federal year funding. Not a lot of reporting

Public Outreach:

10/23-United Methodist Church-Emergency Response Volunteers
12/13-Village of Gibsonburg-Mass Notification System
12/18-ABC Inoac-Emergency Planning

Trainings Provided/Hosted/Attended:

911 CAD-RMS, JMS, Security, Ops
LEPC Conference
EMA Conference-Fall
EMAO Conference-Fall
CPR/First Aid
Kinder Morgan Pipeline-Emergency Response
EMAO-Winter Conference

Emergency/Disasters:

- A.) None this quarter

Community Plan Reviews/Updates:

- A.) County Hazmat Plan-completed- turned into state-10/17/2018-concurrence received
- B.) Davis Besse-completed-sent to print
- C.) EOP-completed-sent to state.
- D.) Fremont H.S. building plan review
- E.) 911 notification-Terra-Living Facilities
- F.) NYE-Fremont-Emergency Planning

Exercises:

10/16/2018-Healthcare Tabletop-Hospitals as well as long and short term care facilities

911 System-

911 upgrade is coming along.

Communications-

A.) All FY16 HSGP radios have been distributed and installation of mobiles was complete

