

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

**MEETING 2019**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date:1/22/19

Time: 8:00AM

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

Present: Jaime Wolfe- Human Resource Specialist

Others Present: Ron Hiser, Kelly Askins, Jerri Miller, Craig Shoup, Lonnie Burke, Tim Braun, Gwen Soule. Katie Schlagheck

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b>	The 1/17/19 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller, Russ Zimmerman, Kay E Reiter		*Motion: Move to Approve minutes Moved by: Kay E. Reiter 2nd: Russ Zimmerman Yes - 3
<b>Review of External board / Meetings Attended by Commissioners</b>	All three Commissioners attended the Health Board meeting on Friday morning. Commissioner Reiter made a presentation to the health board on suggestions for the levy. A suggestion was made to do a renewal now and in the 2020 year the primary levy for additional millage. There was lots of discussion back and forth and the Health Board made a motion to approve two separate levies for a renewal and for additional funding but to run them both at the same time this primary election.	Kay E. Reiter		
	The Health Department Accreditation celebration was held later Friday afternoon and was well attended. Sherrod Brown sent a letter of recognition which was read by Tim Wasserman. Scott read the proclamation and presented the Health Department with their National Accreditation plaque. A plaque was also presented to Laura Burkin for receiving the March of Dimes Nurse of the year.	Scott Miller		
	Thursday evening the Commissioners attended the			

	Sandusky County Township Associations 54 <sup>th</sup> annual banquet. The banquet was well attended and both Treble and Palmer Energy spoke at the meeting to the townships about the energy aggregate plans they have to offer.			
<b>Commissioners and Administrators Discussion</b>	There was discussion on the status of Eden Springs Healthcare and how the facility is now in receivership with Chicago Bank. Concerns were raised with the current vent patient residents and how they cannot just be moved to any facility. It would need to be a facility that specializes in vent care.			
	Conversation on a letter from Steve Shiets, the County Sanitary Engineer, and also the Village of Lindsey addressing the cost for Lindsey to continue having an Operator cover Lindsey for inspections. Commissioner Russ Zimmerman raised concerns with the language in the letter stating that from the letter, it seems as if Tom Frey will assist the village, however if he decides he does not want to continue the inspections for Lindsey the Village will no longer have an Operator to complete the inspections. Russ is going to follow up with Steve in regards to the Operator having the decision to cover Lindsey.			
	An invitation was presented to the Commissioners from Russ and Ruth Zimmerman and Ryan and Sarah Zimmerman for the Ronald McDonald House charity hosted by Hal and Diane Hawk. Northwest Ohio's goal is to raise enough money in order to get a mobile care health unit.			
	CDBG draw down presented to the Commissioners			
	Jaime presented the Commissioners with position descriptions for positions under the Commissioners in which new duties had been assigned. The following position descriptions were presented: IT Communications Specialist Supervisor, IT Program Specialist, IT Radio Communication Specialist, and Clerical Specialist/Account Clerk I.	Jaime Wolfe-Human Resource Specialist		Motion to accept changes in job descriptions Moved by: Kay E. Reiter 2 <sup>nd</sup> : Russ Zimmerman All: Yes
	The Commissioners discussed wage increases due to additional job responsibilities and the ongoing pay schedule per position was followed when an increase was recommended for each position's effective date of January 27, 2019.			Motion to accept wages adjustment Moved by: Russ Zimmerman 2 <sup>nd</sup> : Kay E. Reiter All: Yes

<p><b>RON HISER</b></p>	<p>Ron came in and presented Attachment A for his agenda topics. The sample carpet square was given to the Commissioners and they want DJFS to make the final decision. Ron has been in contact with Heapy Engineering and a meeting will be scheduled for them to come in and present the plan on the new courthouse exterior entrance to the Commissioners. Commissioners suggested Ron reach out to the Hayes Presidential Center to see if they remain interested in purchasing the courthouse exterior elevator. The Sheriff's office has several projects which include new office space in the lower level of the jail, a master keying system, as well as a need for additional parking at the Communication center. Some projects will be able to be handled in house others will need to be contracted out. Ron also stated that the front entrance doors of the courthouse are going to be replaced by Capital Aluminum due to problems with them. The Commissioners asked about the progress of the automatic doors and Ron was asked to come back with a plan, timeline and progress of the doors.</p>	<p>Ron Hiser- Facility Management Director.</p>		
<p><b>KELLY ASKINS</b></p>	<p>Kelly Askins came in and presented Attachment B for her agenda topics. Dog license sales are up from the last few weeks. Kelly discussed that there has been an issue with a significant number of people calling with humane complaints which in turn needs to be turned over to law enforcement. Law enforcement then sends the report to the Dog warden for her to follow up. There is a concern that the Dog Wardens office is being used as the humane agent. Suggestion was made to have a meeting with law enforcement to explain the process of humane calls.</p>	<p>Kelly Askins- Dog Warden</p>		
<p><b>JERRI MILLER</b></p>	<p>Sales tax is starting out well for the county. Cash balance summary was reviewed as well as the Revenue summary. Question was asked by Jerri on what the Commissioners expect from her regular Auditor's meeting. Commissioners said they like to see the expense and revenue reports and also asked if they could receive those the Friday before the meeting so they have enough time to review each report. State Auditor has requested to speak with the Engineers office about the citation that was given at the last audit and the Auditor's office just received a letter for the reappraisal of capital assets which is about a 2 year process. The Commissioners confirmed they also received the letter.</p>	<p>Jerri Miller- County Auditor</p>		
<p><b>* Then /Now Documents</b></p>	<p>Two certificates were presented by Probate Court. Purchase orders that were in place did not have enough to cover the invoices. Two invoices make up these</p>		<p>\$371.00 \$230.00</p>	<p>* Motion: Move to Approve Moved by: Russ</p>

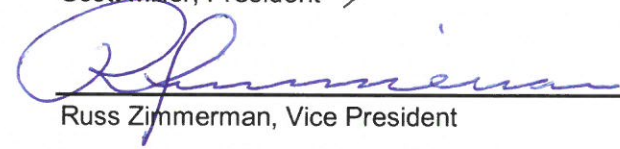
	<p>certificates.  Brandon Beck - \$371.00  James Ellis - \$230.00</p> <p>One certificate was presented by Adult Probation. The bill was received in 2019 and they did not have a 2018 purchase order opened to pay for the bill. One invoice makes up this certificate. Sandusky County TASC-416.00</p>		\$416.00	Zimmerman 2nd: Scott Miller Yes - 3
<b>* Resolutions (10:00am)</b>	2019 – 50 APPROVING FUND TRANSFER FROM FACILITY MANAGEMENT SUPPLIES (\$6,145.00) TO COMMISSIONERS CAPITAL OUTLAY FOR THE PURCHASE OF A TRAILER TO HAUL EQUIPMENT		\$6,145.00	* Motion: Move to Approve Moved by: Russ Zimmerman 2nd: Kay E. Reiter Yes - 3
	2019 - 51 ORDER TO VACATE A PORTION OF NORTH STREET, WEST STREET, WATER STREET AND ALLEY #1 AND ALLEY #2 VILLAGE OF HESSVILLE, OHIO, WASHINGTON TOWNSHIP, SANDUSKY COUNTY, OHIO			* Motion: Move to Approve Moved by: Russ Zimmerman 2nd: Kay E. Reiter Yes - 3
	2019 - 52 AMENDING LANGUAGE IN RESOLUTION 2019 – 48 TO CORRECT MAY 7, 2019 ELECTION TO READ AS A PRIMARY/SPECIAL ELECTION AND NOT A GENERAL ELECTION			* Motion: Move to Approve Moved by: Kay. E. Reiter 2nd: Russ Zimmerman Yes - 3
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Craig Shoup Elected Officials – none			
<b>Resident Complaint (10:30am)</b>	7/11/18 Lonnie Burke came in to discuss issues he is now having with his well since Nexus Pipeline had drilled near his property. Water samples were presented to the Commissioners along with filters that he has taken out of his home. Lonny took water samples on 7/6/18 and confronted Nexus on when they began to drill which was 3 days prior to the sample which was the same day Lonnie began to have issues with his water. He has had multiple conversations with Dominic from Nexus about his issues with his well and the water. Dominic stated that his property/well is out of range and that they only cover 150ft from the line. Lonny has continued to change filters on in his home and has gone through 164 filters in 180 days. Lonny states Nexus has not done anything to help settle the issues and will not answer any questions he has. Lonny believes that the issues with his water is	Lonnie Burke- Tim Braun- County Prosecutor		

	<p>Bentonite which they use to lubricate and cool the drills while drilling. David Steffani also with Nexus came with Dominic to his residence and refused to look at his well but in the conversation Dominic admitted to using Bentonite. Several companies have been contacted to do testing on Lonnie's water however none of them do residential testing, they will only do commercial. He has also been told that in order to test the water they would need to know what Bentonite mixture is being used and Nexus refuses to answer. Lonnie has already raised his well pump twice now and does not want to do it again. The well casing hasn't been tested yet to see if there is a crack however when the well is raised the water settles so there is believed to be no crack. Lonnie also states that the bentonite was not hauled off of the property so he assumes the bentonite was deep well injected. Tim Braun, County Prosecutor, discussed the options and issues at hand.</p>			
<b>OSU Extension</b>	<p>2019 Sandusky County 4-H program handbook was presented to the Commissioners. The volunteer training and clubs will be starting up soon and they have seen a steady number in participation in the last 10 years. OSU Extension has done some reorganization of the extension and so Gwen's title is now County Extension/Educator for 4-H. They spoke of OSU Extension funding and the different sources it comes from and all are pretty sound funding that they currently have.</p>	<p>Gwen Soule- County Extension/Educator for 4-H Katie Schlagheck- Educator/ Family Consumer Sciences</p>		
<b>* Adjournment (12:13am)</b>	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to Approve Moved by Kay E. Reiter 2nd: Russ Zimmerman Yes - 3</p>



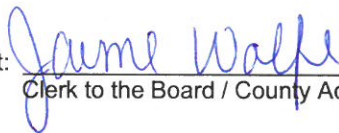
Signature of:

  
\_\_\_\_\_  
Scott Miller, President

  
\_\_\_\_\_  
Russ Zimmerman, Vice President

  
\_\_\_\_\_  
Kay E Reiter

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

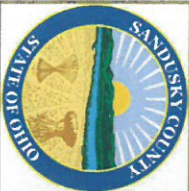
Attest:   
\_\_\_\_\_  
Clerk to the Board / County Administrator

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

Attachment A

# Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated January 22, 2019

**\* Denotes action needed**

1. **\*** Carpet color selection for the SCSC large conference rooms TBD (recycled materials).
2. Working with GLCAP (Great Lakes Community Action Partnership) on the new ADA ramp for the courthouse (currently in OHPD's hands). Contacted Heapy Engineering to get things moving to go out for bids. May want to review plans with commissioners.
3. Working with the Sheriff Office on creating some new workspaces at the Jail.
4. New CCW office and file room at the Communication Center will be handled in-house.
5. Installing some data lines in preparation for the new time clock system (Exectime).
6. Construction of road crew offices at the communication center site is complete with the Sheriff Office moving in. We are working on a Master keying system (for that location) with Chief Hastings.
7. The single (central) UPS that provides coverage for all the Jail systems (door locks, cameras, servers, etc.) is complete. A simulated power outage to test the system is scheduled for Jan. 24<sup>th</sup>
8. Working with the Port Authorities, Parker Energy Solutions, and Poggemyer Eng. Group on the facilities Better Buildings (energy efficient improvements) for multiple county sites.
9. Working with JDC on creating a room for off-site video courtroom appearances.
10. Working with the Sherriff Office on signage (and extra parking) for the new location of the road crew office.
11. Working with Judge Fiser on up-grading the door between the bench and her chambers.
12. The new compressor on the Jail chiller has been replaced 1/17/2019.
13. Working on 2019 top ten list.
14. Working with Doug Smith on Commissioners building roof.

## County Commissioner's Meeting

Dog Warden's Office

January 22, 2019

### 2019 Dog License Sales

1 Year Dog License	5,485
1 Year Dog License Late	0
1 Year Partial License	0
3 Year Dog License	62
3 Year Dog License Late	0
3 Year Partial License	0
Dangerous Dog License	2
Duplicate License	1
Duplicate Free	0
Kennel License	9
Kennel License Extra	18
Permanent Dog License	7
Transfer- Free	0

Our goal is to sell 12,500 licenses this year.

### Kennel Census

December 2018

Impounded-33  
Redemptions- 15  
Adoptions- 12  
Euthanized- 0  
Transferred- 0

January 2019

Impounded- 18  
Redemptions- 10  
Adoptions- 2  
Euthanized- 0  
Transferred- 0

Requested graphs and charts are attached.



### **Scheduled/Completed Trainings**

CAD training with the Sheriff's Office has been completed by department head. Hopefully I will attend another just to get more familiar with it.

### **Accomplishments**

All 2019 Licenses are entered into the system.

### **To Discuss**

Paws & Remember  
Humane Complaints

### **Events**

Our T-shirts and Jewelry are available at the kennel for a marked donation.

Our VERY SPECIAL new project is "The Alpha Project" –Canine Pets for Military Vets has already been a success. We currently have over 50 sponsorships and yesterday was our first successful Alpha Project adoption.

### **Communications**

We received 2 of our MARCS radios from EMA's Homeland Security Grant. We are currently listening to daily radio traffic to accustom ourselves to the radio lingo. Once our training is complete, we will begin to use them.

### **Questions?**

# Sandusky County Dog Warden

Kelly Askins, Chief Dog Warden

A department under the Board of County Commissioners

Charles Schwochow Kay E. Reiter Scott Miller



Impound Statistics Date Filter: 1/1/2019 - 12/31/2019

	Adopted	Transferred	Redeemed	Euthanized	Deceased	Impounded	Live Release Rate
January	2 16.7%	0 0.0%	10 83.3%	0 0.0%	0 0.0%	18	100.0%
	2 11.1%	0 0.0%	10 55.6%	0 0.0%	0 0.0%	18	100.0%

Excluding Not Adoptables 100.0%

- 0 Not Adoptable Animals
- 0 Caused Exposures/Bites
- 0 Owner Surrender - Euthanasia
- 0 Aggressive
- 0 Injured or Unhealthy
- 0 Dog Aggressive
- 0 Deceased

Live release rate does not include deceased animals. Not Adoptable Animals often meet multiple not adoptable criteria.

### Quantity Sold 2019 Licenses

Results 1-8 of 8

[Filter](#) [Refresh](#) [Save](#)

Filter Criteria. Item: 2019; Status: All-(Pre+Can); Details: Quantity; Grouping: Item; Ordering: Group (asc)

View By: [Order](#) | [Items](#) | [Phones](#) | [Physical Address](#) | [Mailing Address](#) | [Billing Address](#) | [Activity](#) | [Summary](#)

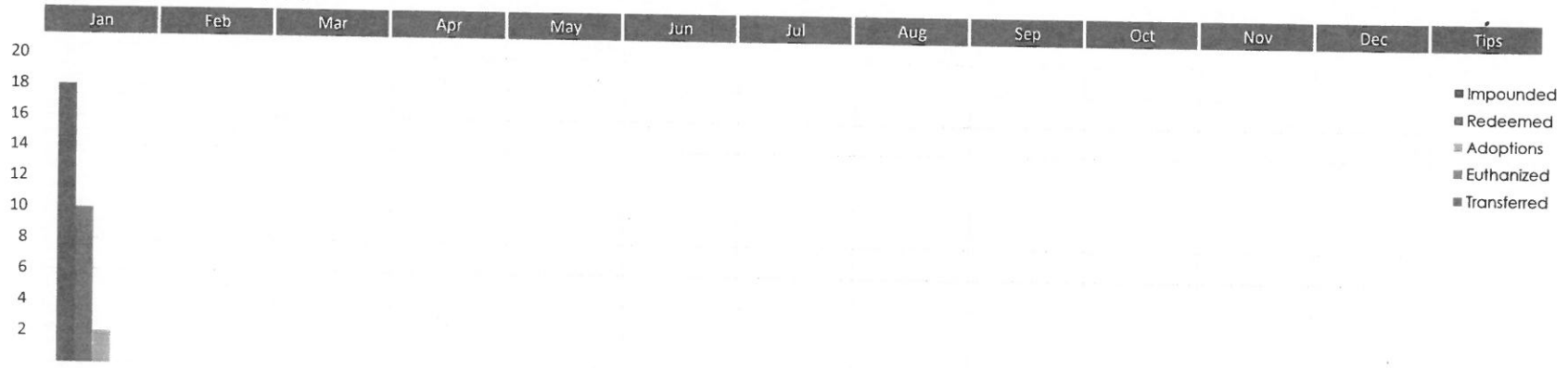
Group	Total
<a href="#">2019 1 Yr Dog License</a>	5485
<a href="#">2019 3 Yr Dog License</a>	62
<a href="#">2019 Dangerous License</a>	2
<a href="#">2019 Duplicate License</a>	1
<a href="#">2019 Kennel License</a>	9
<a href="#">2019 Kennel License, Extra</a>	18
<a href="#">2019 Permanent Dog License</a>	7
All	5584



# Sandusky County Dog Warden License Sales

Licenses	2016	2017	2018	2019
1 Year License	10,960	11,049	10,986	5,485
1 Year License- Late	847	562	590	
1 Year License- Partial	113	78	81	
3 Year License	57	62	157	62
3 Year License- Late	11	13	20	
3 Year License- Partial	1	6	8	
Dangerous Dog License	11	9	14	2
Duplicate License	9	31	30	1
Kennel License	21	22	22	9
Kennel License- Extra	21	127	33	18
Permanent License	4	10	19	7
Permanent License- Late	2	-	1	
Transfer	1	1	1	-

# KENNEL STATISTICS 2019

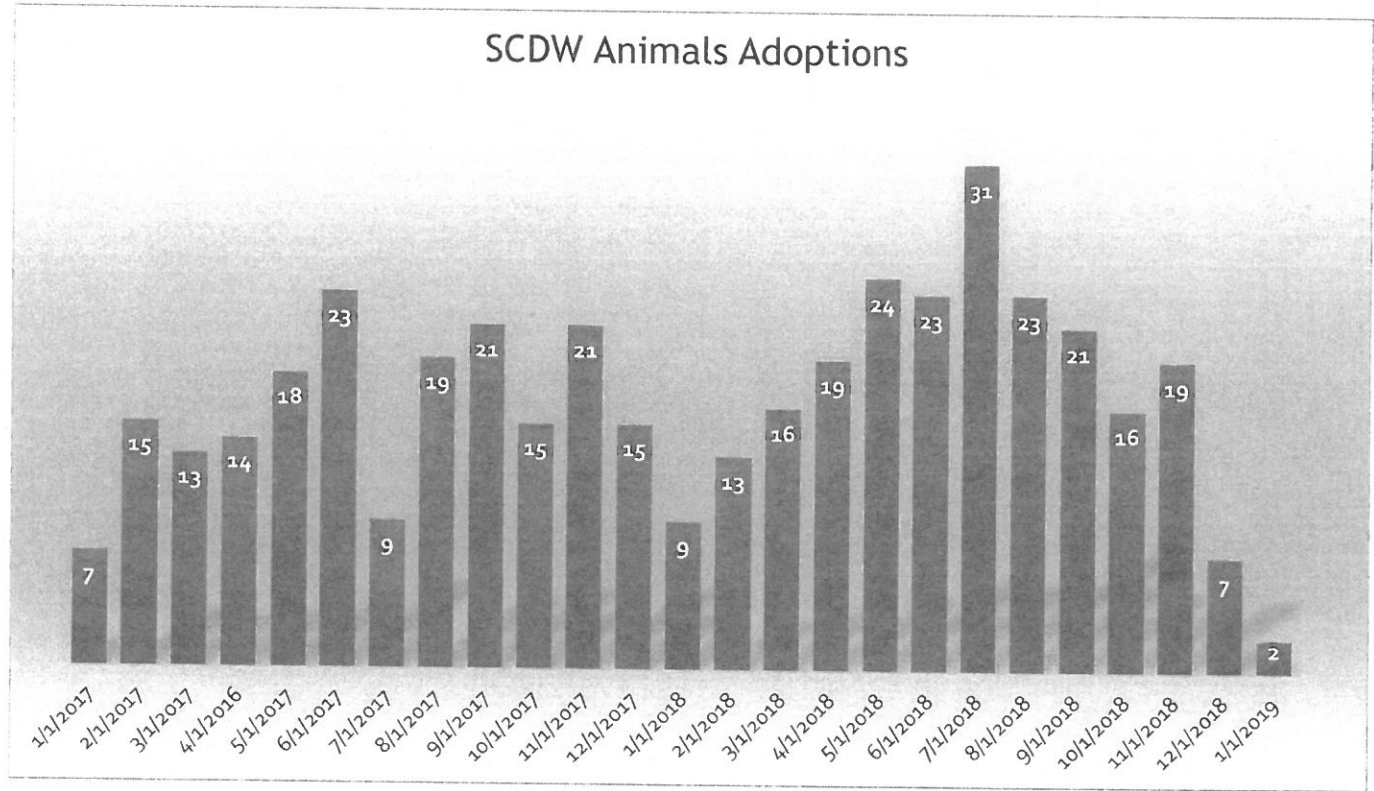


Statistics	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Trend
Impounded	18.00												18.00	.
Redeemed	10.00												10.00	.
Adoptions	2.00												2.00	.
Euthanized	0.00												11.00	.
Transferred	0.00												0.00	.



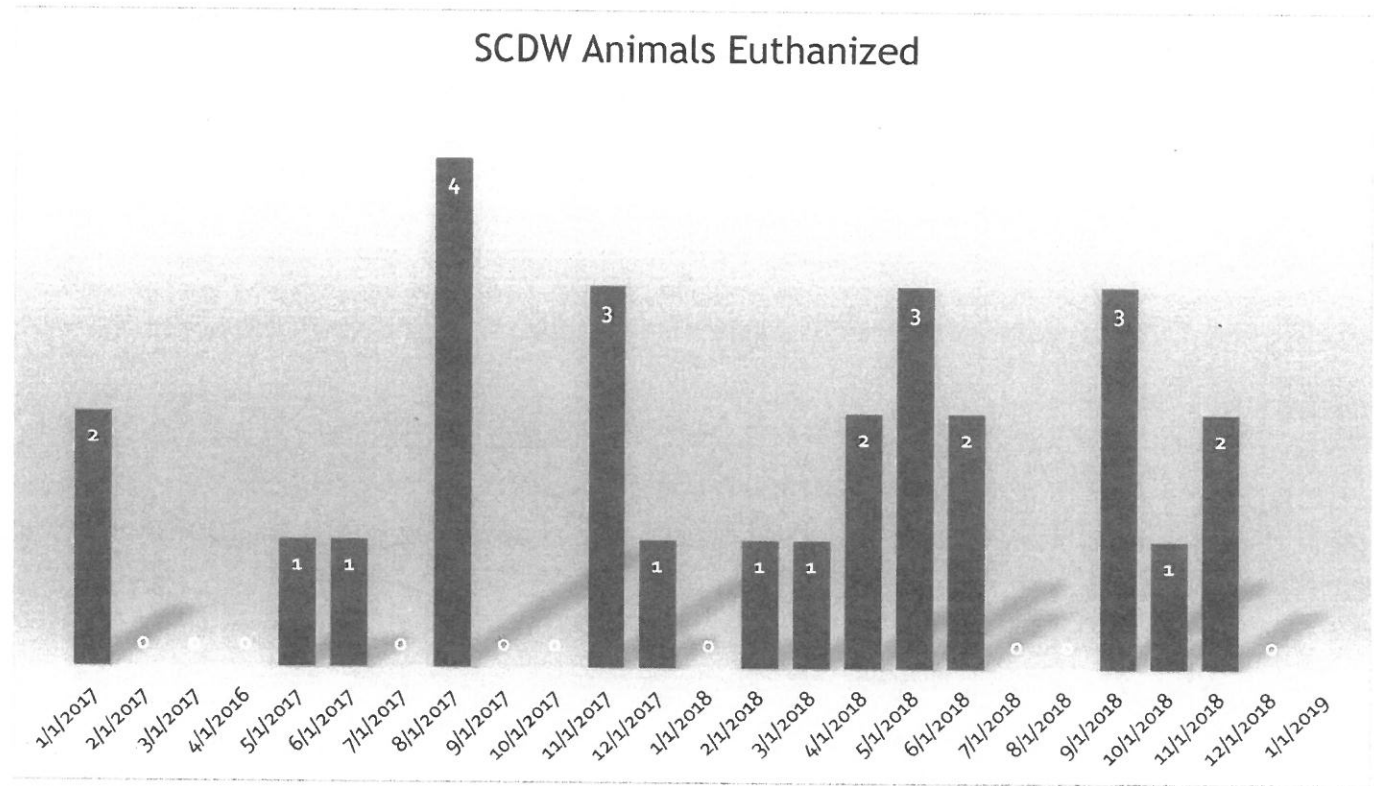
# Sandusky Co. Dog Kennel

Date	Animals Adopted
1/1/2017	7
2/1/2017	15
3/1/2017	13
4/1/2016	14
5/1/2017	18
6/1/2017	23
7/1/2017	9
8/1/2017	19
9/1/2017	21
10/1/2017	15
11/1/2017	21
12/1/2017	15
1/1/2018	9
2/1/2018	13
3/1/2018	16
4/1/2018	19
5/1/2018	24
6/1/2018	23
7/1/2018	31
8/1/2018	23
9/1/2018	21
10/1/2018	16
11/1/2018	19
12/1/2018	7
1/1/2019	2



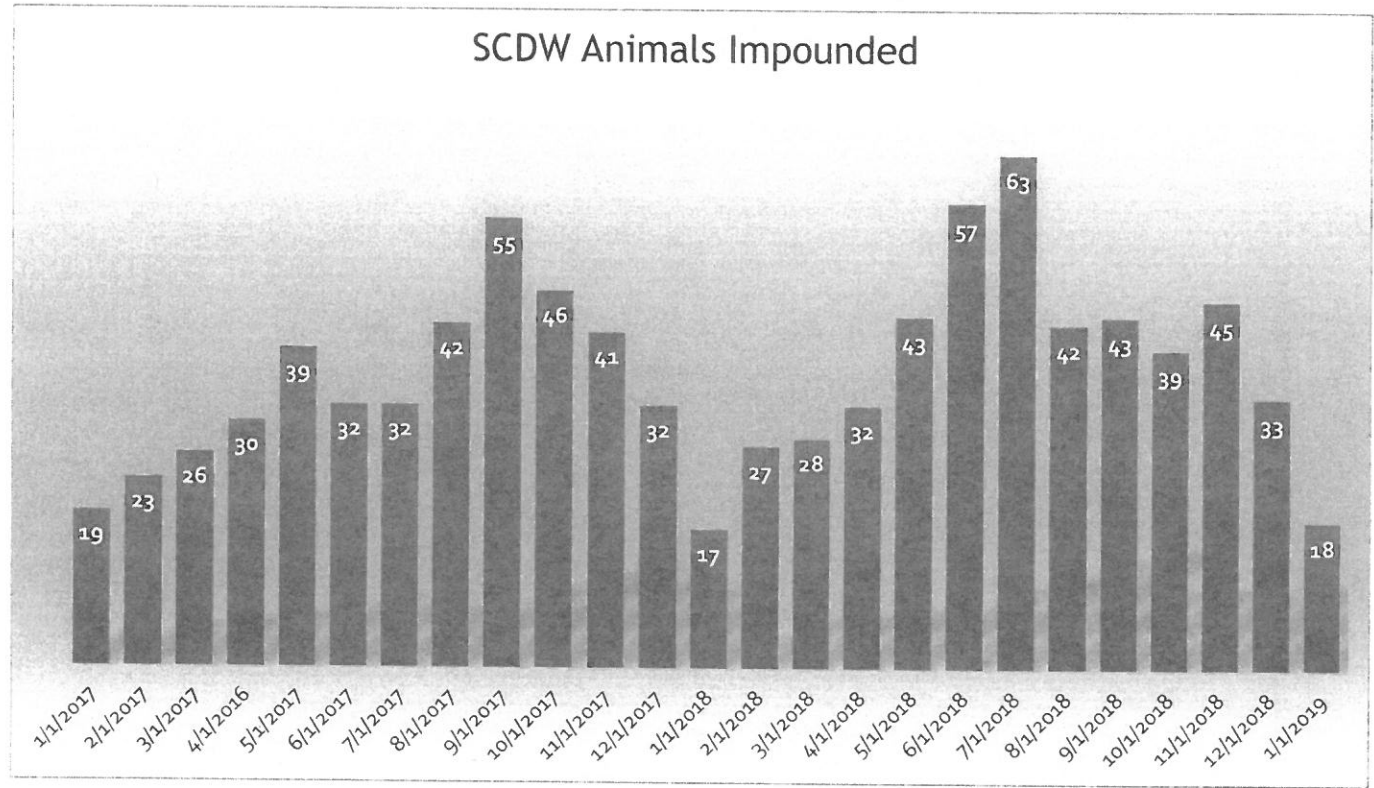
# Sandusky Co. Dog Kennel

Date	Animals Euthanized
1/1/2017	2
2/1/2017	0
3/1/2017	0
4/1/2016	0
5/1/2017	1
6/1/2017	1
7/1/2017	0
8/1/2017	4
9/1/2017	0
10/1/2017	0
11/1/2017	3
12/1/2017	1
1/1/2018	0
2/1/2018	1
3/1/2018	1
4/1/2018	2
5/1/2018	3
6/1/2018	2
7/1/2018	0
8/1/2018	0
9/1/2018	3
10/1/2018	1
11/1/2018	2
12/1/2018	0
1/1/2019	0



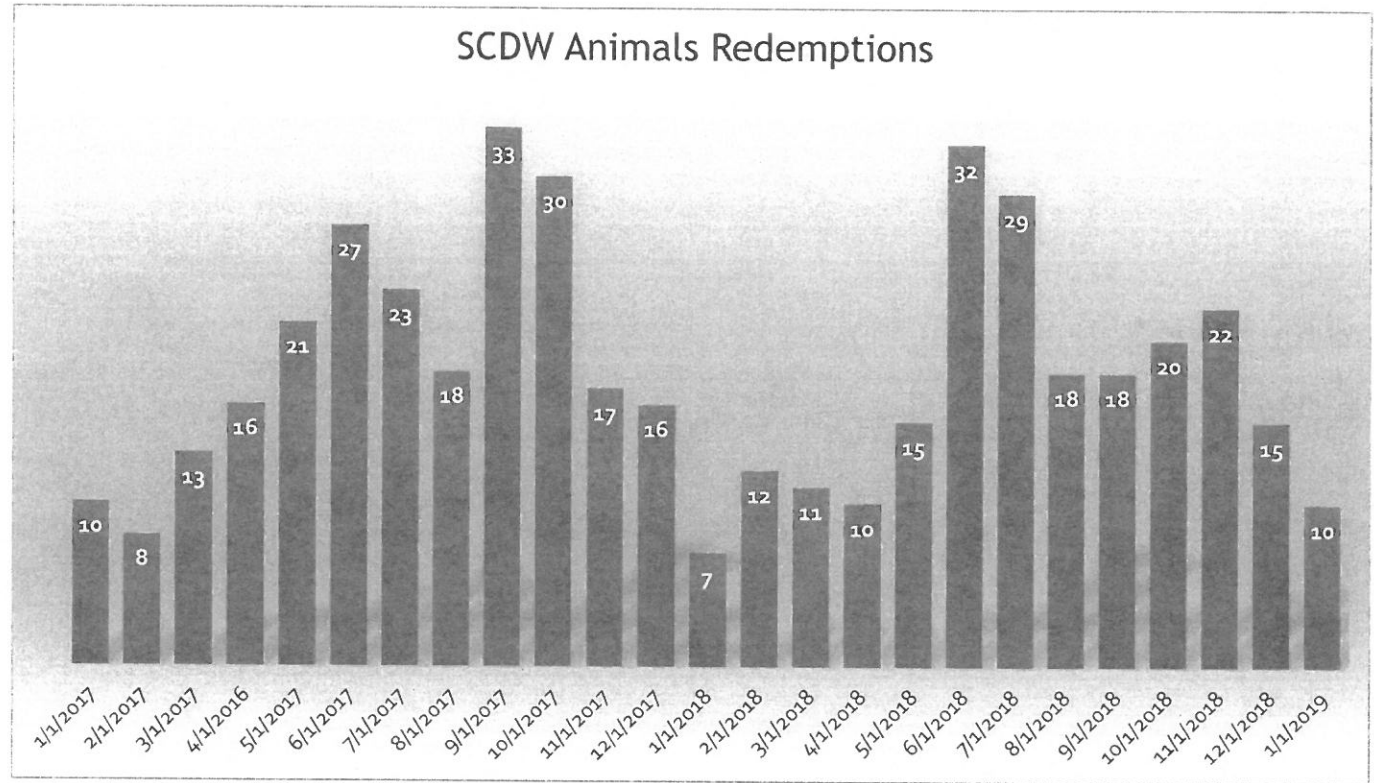
# Sandusky Co. Dog Kennel

Date	Animals Impounded
1/1/2017	19
2/1/2017	23
3/1/2017	26
4/1/2016	30
5/1/2017	39
6/1/2017	32
7/1/2017	32
8/1/2017	42
9/1/2017	55
10/1/2017	46
11/1/2017	41
12/1/2017	32
1/1/2018	17
2/1/2018	27
3/1/2018	28
4/1/2018	32
5/1/2018	43
6/1/2018	57
7/1/2018	63
8/1/2018	42
9/1/2018	43
10/1/2018	39
11/1/2018	45
12/1/2018	33
1/1/2019	18



# Sandusky Co. Dog Kennel

Date	Animals Redeemed
1/1/2017	10
2/1/2017	8
3/1/2017	13
4/1/2016	16
5/1/2017	21
6/1/2017	27
7/1/2017	23
8/1/2017	18
9/1/2017	33
10/1/2017	30
11/1/2017	17
12/1/2017	16
1/1/2018	7
2/1/2018	12
3/1/2018	11
4/1/2018	10
5/1/2018	15
6/1/2018	32
7/1/2018	29
8/1/2018	18
9/1/2018	18
10/1/2018	20
11/1/2018	22
12/1/2018	15
1/1/2019	10



# Commissioners Board Meeting

1/22/19

	Print Name	Signature	Phone
1.			
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4.	No Attendees		
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