

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

**MEETING 2019**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 2/12/19

Time: 8:00AM 11:32AM

Present: Commissioners: Scott Miller, President; Kay E Reiter

Present: Theresa Garcia; County Administrator

Not Present: Russ Zimmerman, V-President

Others Present: Peggy Courtney, Brenda Havens, Atul Chopra, Gary Kirsch, Will Chambers, Conner Witt, Chief Dean Bliss, Kelly Askins, Lisa Kuelling, Joanne McDonnell, Scarlett Sterling

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	***Commissioner Zimmerman was attending training in Columbus and was not present for session.	Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, in-coming Mail Review & External Meeting Notices	The 2/7/19 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller, Kay E Reiter		*Motion: Move to Approve minutes Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
Review of External board / Meetings Attended by Commissioners	All three Commissioners attended the Combined Coalition Meeting on Thursday. There was a display that was set up showing a "teenagers bedroom" to show where some of the hiding places a teen would hide drugs. They also talked about signs to watch for drug abuse.			
	Commissioners Miller and Reiter attended the Land Bank meeting last Thursday. There was a lot of good information shared. Kim Foreman, Board Chairman, made changes in the meeting structure and it made a difference. The decision on how to sell Commercial Property was implemented during the meeting. One of the interested parties for the old Nickle Gas Station parcel has concern about presenting a business proposal. All interested parties will have to submit a proposal and there are some strict guidelines on what will be acceptable in that area. It will be interesting to see the proposals that will be			

	presented. The proposals will have to be reviewed by the Township as well as the Land Bank Board.			
	Commissioner Reiter attended the SCTID (Sandusky County Transportation Improvement District) on Thursday. Officers were elected for 2019. Beth Hannam was elected as Chair, Jerri Miller as Vice Chair, and Theresa Garcia as Secretary/Treasurer. There was some good discussion on the 2019 ODOT projects and other projects the Board may want to pursue.			
	Commissioner Reiter attended the TMACOG leadership meeting on Friday in Toledo. Apparently there was a concern at the General Session on how to handle votes if the meeting is canceled due to weather. They have never canceled a meeting due to weather but it could be a possibility. They talked about changing by-laws to read that approvals could be done at that meeting or at the next scheduled meeting. They are looking at a new location for the meetings since the current venue will not be their much longer. There was an issue in the City caucus over the water quality discussion and it became very loud. There was a discussion on the concerns about TARTA. TARTA hadn't increased their levy money for several years and now is in some distress. They have made a decision not to get involved in this issue. A comment was made to look at how some rural communities handle transportation. Commissioner Reiter brought up the levy issue with the Health Department. Lucas County formed a Blue Ribbon Committee to help their Health Department. Lucas County Commissioner Contrada is going to see if she can get a copy of this report for Sandusky County to review.			
<b>Commissioners and Administrators Discussion</b>	An email was sent by the Auditor, Jerri Miller, to set up a meeting to discuss the Sanitary Engineer time and attendance issues. Sanitary Engineers work week differs from other departments because of on call and 24 hour services. The Commissioners agreed that the time and attendance should reflect the needs of that office.			
<b>* Then /Now Documents</b>	One certificate was presented by Common Pleas Court. Funds were not transferred in time to create PO's. Six invoices make up this certificate. Marlene Lewis & Associates - \$902.50		\$902.50	

	<p>Two certificates were presented by Clyde County Court. PO's were not prepared prior to receiving invoices. Two invoices make up these certificates. Huntington Insurance - \$100.00 Sandusky County FM – \$3,933.00</p> <p>One certificate was presented by the Prosecutors Office. New World system was down and could not do a PO for 2018. One invoice makes up this certificate. Ashley Ward - \$88.74</p>		<p>\$100.00 \$3,933.00</p> <p>\$88.74</p>	<p>* Motion: Move to Approve certificates Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)</p>
* <b>Personnel</b>	March Health Insurance transfer was signed to be submitted for payment.			
* <b>Travel Requests</b>	None at this time			
<b>Visitors Bureau (9:00am)</b>	<p><b><u>Peggy Courtney – Visitors Bureau.</u></b> Peggy came in with Brenda Havens for their monthly meeting. They attended the AAA Great Expectations Expo and a Fishing Expo. It was a long weekend but great attendance. They handed out about 3,000 fishing cards at the events. They talked to a lot of fisherman and had great conversation about what we have in the area. Chateau Tebeau Winery was with them and they sampled wine from their winery. Bob and Mary Tebeau talked about the winery and the County and the options in the area. It helped out with the presentation. The Visitors Bureau has a “sample” of the barn that is going to be painted. They thought it would look nice in the Commissioners tent at the fair. Brenda noted how many people from other counties had not heard about the county fishing festival. They need to do a better job of advertising for the festival. There are several travel shows they will be attending. They take appointments to present tours and experiences they have available for tours. There are several options for tours that can be set up whether it is music, food, mystery etc. Brenda talked about the relationship she has with a local hotel vendor when setting up bus tours. She has a group set up at the Neely Center and they need help setting up hotel rooms. They were asking for a certain hotel chain and Brenda has asked for a quote for rooms and she is having a hard time getting a quote for this group. What has happened is the tour groups reach out to the Visitors Bureau for help getting responses. Brenda would like the Commissioners to help reach out and assist in getting responses and cooperation from one of the local vendors.</p>	Peggy Courtney – Executive Director		
<b>IT Staff (9:30am)</b>	<b><u>IT Staff.</u></b> Atul Chopra, Gary Kirsch, Will Chambers and Conner Witt were present for their monthly meeting. See Attachment A for agenda items. Bandwidth increase was talked about and why	Atul Chopra – Supervisor Gary Kirsch –		

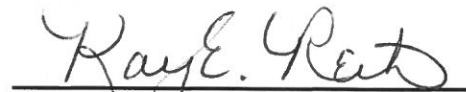
	we need to increase this. Atul is getting more information from Ohio Telecom for fiber between the Courthouse and Countryside to save some money. This information will be coming. The Commissioners talked about executime progress and how things are moving along with what they are working on.	Specialist Will Chambers – IT Specialist Conner Witt – Data Specialist		
* Resolutions (10:00am)	2019 - 74 APPROVING CASH BALANCE TRANSFERS DUE TO NEW WORLD UPDATES IN FUND NUMBER CHANGES EFFECTIVE 2019 FOR SEVERAL SPECIAL FUNDS			* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
Sheriff (11:00am)	*** Sheriff was unable to attend due to another unexpected meeting. This meeting will be rescheduled.			
Public Open Session	Citizens Attendees – see sign in sheet Media Attendees – none Elected Officials – none			
* Adjournment (11:32am)	With business completed for the day the meeting was adjourned.			* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)

Signature of:

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

**ABSENT**

\_\_\_\_\_  
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

**Financial Request(s)**

- Increase bandwidth
  - Current - \$1985/month - 50M at Courthouse & 30M at Countryside
  - Proposed - \$2050/month (36 month term) or \$2250/month (24 month term) - 100M at both Courthouse & Countryside
- Comm Center - need separate connection for outside agency video systems - getting pricing
- Fiber between Courthouse & Countryside - \$117,000





**Projects / Updates**

- Backups
  - 2/12/2019 - Backup software licensing purchased, finalizing backup hardware.
  - 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
- Security
  - 2/12/2019 - enabling geographic blocks county-wide / setting up DNS filtering to block access to malicious site / testing new A/V on servers
- New server migrations
  - 2/12/2019 - Retire Smail / Promote SC-DC2 to Domain Controller / Demote Mainserver, keep DNS / Look into Jaildom1 > Courthouse DNS Issues / Setup encryption on Barracuda / Help setup SC50 as jaildom1's new DC / Finish Aud-dcfs as Auditor.com's new DC and File Server / When editing Distribution Groups on scmailt we get a warning that they need upgraded
  - 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.
- Remote support application - Nothing new to add
- Dispatch/911 Project
  - 2/12/2019 - CAD/RMS/JMS trainings complete, PCs setup for users to continue training on their own / connectivity in place at Fremont PD / working with all involved entities to setup and install required software
  - 1/3/2019 - Fremont PD dispatchers now at SC50 Communications Center / Working through challenges - bandwidth issues between SC50 and Fremont PD, phone number forwarding / Trainings continue - last 2 training sessions to be held over next 4 weeks.
- Executime
  - 2/12/19 - Connectivity and hardware being installed at various locations to allow communications to Executime for EMS & Parks
  - 1/3/2019 - Testing time clocks now.
- Phones
  - 2/12/19 - scheduling installation of EMA phones / working with Parks to integrate them into county phone system
  - 1/3/2019 - Progressing on router/network changes to increase phone system quality
- City of Fremont
  - 2/12/2019 - migrating to new phone system at all departments / City1 & CHFile migration under way.
  - 1/3/2019 - Fundbalance migration complete / SSI migration complete
- New Projects
  - Comm Center - setup road patrol offices
  - Comm Center - replace camera system
  - Adult Probation - replace camera system
  - Email filtering - install/configure new Barracuda
  - GNeil - discuss upgrade or migrate to alternate system

- 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 completed – working on installation schedule
- 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 to include Fremont city locations
- Windows 10 migration – Windows 7 extended support ends 1/14/2020, need to start migrating to Windows 10
- Documentation – hardware/software inventory along with visio diagrams
- Voice recording system for dispatch
- Network audit – perform penetration tests, find weaknesses, make changes as needed

# Public Session Sign in Sheet

2/12/2019

Name	Signature	Contact Information
Kelly Askins		419-603-3313
Scarlett Stelling		419-334-4517
Jeanne Nudowski		419-559-1038
Dean Bess		419-332-6464