

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

**MEETING 2019**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date:5/14 /19

Time: 8:00AM – 11:12AM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Peggy Courtney, Jake Allison, Craig Shoup, Tom Fullen

(\*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                    |                |  |
| *Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices | The 5/9/19 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<br>Moved by: Russ Zimmerman<br>2nd: Kay E Reiter<br>Yes - 3 |
| Review of External board / Meetings Attended by Commissioners                                       | Commissioner Miller attended the Health Department Advisory meeting on Thursday morning. Bethany Brown, Health Commissioner, wanted to inform the group what will happen if the renewal levy does not pass. ORC states some of the responsibility for funding will go to the City's, Villages and Townships and she presented a document projecting how much they will be assessed. They discussed how they should move forward with the levy. They talked about a renewal and an additional being presented separately and not on the same ballot. The information was not taken lightly by the Townships. The Board needs to remember how this will affect programs offered by the Health Department. At this time they voted to move forward with the renewal. |  |                |  |
|   | Commissioner Miller attended the Marine Trades Apprenticeship Program on Thursday afternoon. Assistant Governor John Husted was present at the ceremony. It certifies individuals interested in joining the marine trades right out of High School. The money   |  |                |  |

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|  | <p>generated in this trade is amazing. The key person identified during this ceremony was Kerrie Carte. She has worked on it for years and was glad to see it come full circle. GLCAP and Terra Community College has the Marine Trades program and works with the apprenticeship program.</p>  |  |  |  |
|  | <p>Commissioners all attended the 1<sup>st</sup> Lakota Middle School D.A.R.E. Graduation on Friday morning. It was a great ceremony. The school facility is gorgeous. The ceremony was the 5<sup>th</sup> grade D.A.R.E. program graduation. There were 102 students that graduated from the program. Parents also attended the ceremony. There were some essays that were read at the ceremony and they were very impressive. Sheriff Hilton was present and Deputy Stotz, School Resource Officer, presented the program. The Commissioners were also able to see the security program they have in place for the students. The system is very sophisticated and is very helpful. The County's K-9 dogs and their deputy handlers were also in attendance.</p> |  |  |  |
|  | <p>Commissioners Miller and Reiter both attended the Vanguard Induction Ceremony for their National Technical Honor Society. They had seventeen students from all different career paths recognized for their achievements. The GPA these students have was impressive and there were many schools represented by this group. Commissioner Reiter was presented with a plaque in recognition by the National Technical Honor Society for her unwavering support of the Vanguard Sentinel Career and Technology Center and she was inducted as an honorary member.</p>   |  |  |  |
|  | <p>The TMACOG water quality meeting was yesterday. There were representatives from the City of Fremont and Commissioners Miller and Zimmerman were there for the County. Carol Contrada from Lucas County ran the meeting. They talked about parks in the area, the dam removal, the security of the water, water levels and other water quality information. The H2Ohio Proposal that is being presented in legislature was also talked about.</p>   |  |  |  |
|  | <p>As Board President Commissioner Miller attended the Comprehensive Plan Steering committee meeting last Wednesday. They had mostly a question and answer period from the committee. There was a questionnaire passed out to the group to help with the Comprehensive Plan update.</p>   |  |  |  |

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| <b>Commissioners and Administrators Discussion</b> |  |                      |   |   |
|  | Proclamations were reviewed for the Hospital Week presentation at Promedica Memorial Hospital and Foster Care Month. Commissioner Reiter asked for the sample proclamation for The Bellevue Hospital for Hospital Week. She agreed to deliver it to The Bellevue Hospital.   |                      |   |   |
|  | Applications were submitted for Senior Levy funds. GLCAP and Easter Seals both submitted application requests. Easter Seals requested \$32,000.00 for their Senior Day Care Center. GLCAP requested 100% of the funds. The Commissioners agreed to approve the request from Easter Seals and the remainder of the funds would be appropriated to GLCAP. A resolution will be presented for approval.   |                      |   |   |
|  | Jaime Wolfe, HR Specialist, received the CoRSA invoice that was sent to Ditch Maintenance from Jenna Sommers and was told Ditch Maintenance doesn't pay this invoice. They did not submit payment in 2017 or 2018. Administrator Garcia did not recall an agreement with Ditch Maintenance regarding this invoice. There was discussion by Jim Moyer, County Engineer, prior to retiring about not paying this invoice. The Commissioner did not recall any agreement being made and feel Ditch Maintenance should be paying the invoice.  |                      |   |   |
| <b>* Then /Now Documents</b>                       | <p>One certificate was presented by the Sanitary Engineers Office. They were not aware they were responsible for paying the invoice and were billed without having a PO established. One invoice makes up this certificate. Treasurer State of Ohio - \$200.00</p> <p>One certificate was presented by the Sheriff's office. 2018 medical and service expenses – no 2018 PO available. One invoice makes up this certificate. Promedica Memorial Hospital - \$ 170.14</p> <p>One certificate was presented by the Commissioners Office. PO was not done for this vendor as it is a new annual membership. One invoice makes up this certificate. Solarwinds MSP \$2,352.00</p> |                      | <p>\$200.00</p> <p>\$170.14</p> <p>\$2,352.00</p> | <p>*Motion: Move to approve certificates<br/>Moved by: Russ Zimmerman<br/>2nd: Kay E Reiter<br/>Yes - 3</p> |
| <b>* Personnel</b>                                 | None at this time  |                      |   |   |
| <b>* Travel Requests</b>                           | None at this time  |                      |   |   |
| <b>Facility Management (8:30am)</b>                | <b><u>Ron Hiser – Facility Management.</u></b> Ron was in for his bi-weekly meeting with the Commissioners. See  | Ron Hiser - Director |   |   |

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|  | <p>attachment A for agenda items. Most of the items are dealing with contracts on projects he is working on so we can get started. We need to keep moving on these projects. Commissioner Reiter asked about the lawn spraying for the county because it appeared a vendor outside of the county was spraying. Ron had reached out to local vendors but could not get them to come in for the time frame they needed. The windows on the first floor were measured to get new ones ordered. Ron is hoping they are ready in the fall. Administrator Garcia asked Ron to put estimates together for the sidewalk projects at DJFS for the next CDBG grant program.</p>   |  |  |  |
| <p><b>Visitors Bureau (9:00am)</b></p> | <p><b><u>Peggy Courtney – Visitors Bureau.</u></b> Peggy was in for her monthly meeting with the Commissioners. She received the letter regarding the request for the by-laws to be updated to include the Commissioners as voting members. There was some clarification needed. Was it all three Commissioners or just one Commissioner? The Commissioners would like to have the Commissioner appointed to the Board be delegated as the voting member and possibly an alternate. They are going to put this on as an agenda item for the Visitors Bureau next week. They are meeting with the Sandusky Township Trustees to talk about the bed tax funding. The Board Chair, Holly Hoffman, will be attending the meeting with Peggy. Commissioner Reiter suggested they discuss how important the Visitors Bureau is to economic development and the impact it has on their budget and what they do for tourism in the county. Commissioner Miller talked about the additional contribution made by the City of Fremont and what would happen if they reached out to other communities. Peggy has talked with Clyde and would like to reach out to Bellevue Mayor. The fishing festival is this weekend. Commissioner Miller will be sitting in the dunk tank. The Commissioners all stated they would help with set up if needed. They are doing a walkthrough of the camp ground area for the GOBA (Great Ohio Bicycle Adventure) tour coming through. 2020 celebration is moving along and they are still looking for event sponsors. They are working on the barn that is being painted. The majority of the barn is done and the visitors bureau will be painting two logos and then it will be finished. Legislative day at the State House last week went well. They met with Senator Burke while they were there and met with Representative Reineke too.</p> | <p>Peggy Courtney – Executive Director</p> |  |  |

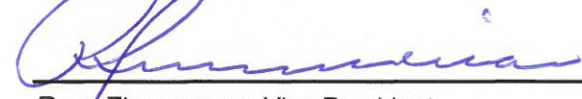
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| <p><b>Veterans Office<br/>(9:30am)</b></p> | <p><b>Jake Allison – Veterans Office.</b> Jake requested to meet with the Commissioners to present a request to the Commissioners. The Veterans Board would like to dedicate a portion of State Street as the honorary roadway to recognize County Veterans killed in action in the Vietnam War. He is requesting a resolution from the Commissioners approving the dedication. Jake will be visiting the townships where the signs will sit as well as the City of Fremont to ask them for resolutions approving the dedication too. Commissioners all asked to make sure the signs are not going to be damaged by snow plows in the winter and to give plenty of room for people to stop and pay respect at the areas. Jake asked Commissioner Miller if he would help in designing the plaques they would like to place at the two ends of the roadway.<br/>By ORC the Veterans budget is to be presented to the Commissioners mid-year. Jake presented his 2020 budget request to the Commissioners. He was not asking for approval he was only presenting his request as stated in ORC. The budget does have an increase due to the need to purchase a new vehicle next year and the Veterans Commission Board will also receive increases in 2020 too. Commissioner Reiter suggested Jake reach out to local business and Community Foundation to help with his outreach program for the Veteran's trips he has been working with local veterans on.</p> | <p>Jake Allison –<br/>Service Officer</p> |                    |  |
| <p><b>* Resolutions<br/>(10:00am)</b></p>  | <p>2019 - 150<br/>THANKING THE GOVERNOR AND THE OHIO HOUSE OF REPRESENTATIVES FOR THEIR SUPPORT OF STATE INDIGENT DEFENSE REIMBURSEMENT AND CALLING ON THE OHIO SENATE TO CONTINUE THIS SUPPORT IN THE STATE BUDGET BILL.</p>  |   |                    | <p>*Motion: Move to Approve<br/>Moved by: Russ Zimmerman<br/>2nd: Kay E Reiter<br/>Yes - 3</p> |
|  | <p>2019 - 151<br/>APPROVING SUPPLEMENTAL APPROPRIATION TO TITLES TRANSFER OUT ACCOUNT FOR GENERAL FUND TRANSFER (\$85,000.00)</p>  |   | <p>\$85,000.00</p> | <p>*Motion: Move to Approve<br/>Moved by: Kay E Reiter<br/>2nd: Russ Zimmerman<br/>Yes - 3</p> |
| <p><b>Public Open Session</b></p>          | <p>Citizens Attendees – none<br/>Media Attendees – Craig Shoup, News Messenger. Tom Fullen, WFRO<br/>Elected Officials – none</p>  |   |                    |  |



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| * <b>Adjournment (11:12 am)</b> | With business completed for the day the meeting was adjourned. |  |  | * Motion: Move to Approve<br>Moved by: Kay E Reiter<br>2nd: Russ Zimmerman<br>Yes - 3 |
|---------------------------------|--|--|--|---|

**Signature of:**

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

  
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 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

# Sandusky County Commissioners Agenda



## Topics of Discussion for the meeting Dated May 14th, 2019

**\* Denotes action needed**

1. We have awarded the Building Automation System (BAS) at the service center to CSO and we are working with them on contract terms and conditions. (contract with council).
2. The office renovation at the Sheriff's office location is finished and carpet is ordered.
3. Window installation at the Commissioners Bld. is complete and Theresa and I met with Vendor on window treatment. (5-1-19)
4. We have continued to meet with Poggemeyer Design Group to develop a comprehensive list of projects, costs, and timelines.
5. The new courthouse ADA ramp construction project was awarded to KDH Construction as we are working on the contract. (Prosecutor, auditor, commissioners).
6. We have received competitive quotes for cleaning services for our multiple county buildings and are have selected Cummins Facility Services (Findley Oh.) We are working on contract.
7. Working on removing the sky-lights at the EMS/Sanitary Engineers location.
8. A new ADA door opener was installed at the courthouse on Friday (April 26<sup>th</sup>).
9. We are working on installing the HVAC unit in the new CCW offices.
10. One of the clothes dryers at the jail is in need of replacement (getting quotes).
11. We have installed the new boiler pump at the County Engineers Office.
12. Inventory Control Project, (racking and cabinets).
13. Discretionary Spending (recycled funds report).

# Public Session Sign in Sheet

5/14/2019

| Name        | Signature  | Contact Information |
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| JANE ALISON |  |                     |
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