

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

**MEETING 2019**

Meeting: Board Of Commissioners      Location: Commissioners' Board Room      Date: 7/9/19      Time: 8:00AM – 11:30AM

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

Present: Theresa Garcia; County Administrator

Not Present: Russ Zimmerman

Others Present: Ron Hiser, Craig Shoup, Tom Fullen,

(\*action items)

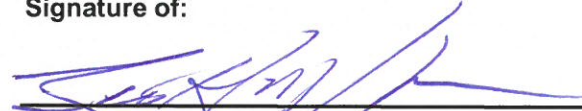
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	***Commissioner Zimmerman was not present for session	Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 7/2/19 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)
Commissioners and Administrators Discussion	Commissioners attended many 4 <sup>th</sup> of July events in the County. All the events were well attended and weather cooperated. Commissioner Miller attended the Woodville parade and was able to see the new EMS LS-19 participate in the events.	Scott Miller, Kay E Reiter		
	Courthouse Security Supervisor, Jody Hatfield, presented a quote to add a card reader in Clerk of Courts office, a button that would lockdown the building when a panic button is pushed and a toggle switch for Juvenile Court for public entry lockdown for when their office is closed during regular courthouse hours. Commissioner Miller wanted to make sure these would have no issues with the key system update Ron Hiser is planning on.	Theresa Garcia		

	Commissioner Reiter received a call from Gary Strayer from Bellevue. Bellevue American Legion was sold and the City of Bellevue is trying to get this transferred. They were told by the County tax map office the parcel is non-transferable. They would have to have a new parcel description completed prior to transferring. It could cost over \$4,000.00. Commissioner Reiter asked if there was any help we can give them to get this done. Administrator Garcia is going to see if she can help in any way.	Kay E Reiter		
* <b>Then /Now Documents</b>	One certificate was presented by the Sanitary Engineer. They were not able to obtain a W9 from the new vendor before the service date and bookkeeping will not set up a new vendor until this is received. One invoice makes up this certificate. DataMail Inc. - \$712.29		\$712.29	*Motion: Move to Approve certificates Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
* <b>Personnel</b>	None			
* <b>Travel Requests</b>	None			
<b>Facility Management (8:30am)</b>	<b>Ron Hiser – Facility Management.</b> Ron came in for his bi-weekly meeting with the Commissioners. See attachment A for agenda items. Ron had presented a quote to update the master keys for the county. Commissioner Reiter made a motion to move forward with replacing the keying system using the quote from Northcoast at \$6,590.00 and paying it from countywide or PI accounts, whichever would be more appropriate. Commissioner Miller seconded the motion. There was discussion about other security items pertaining to doors in the County. Facility Management has switched over to the new housekeeping vendor. So far all good comments.	Ron Hiser - Director		*Motion: Move to Approve quote Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
* <b>Resolutions (10:00am)</b>	2019 – 211 ENTERING INTO CONTRACT ON BEHALF OF COUNTY ENGINEER WITH AERO-MARK COMPANY OF STREETSBORO, OHIO, FOR THE 2019 PAVEMENT MARKING PROJECT			*Motion: Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
	2019 - 212 APPROVING SUPPLEMENTAL APPROPRIATION FOR JUVENILE COURT TECH GRANT FUNDING TO CONTRACT SERVICES (\$2,155.00), SUPPLIES (\$986.62) AND OTHER COSTS (\$3,135.62)		\$2,155.00 \$986.62 \$3,135.62	*Motion: Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)

	2019 – 213 APPROVING THE REQUEST TO CHANGE THE NAME OF FLAG PARK TO SANDUSKY COUNTY VETERANS MEMORIAL PARK			*Motion: Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes – 2 (Zimmerman absent)
	2019 - 214 APPROVING FUND TRANSFER FROM MANDATED SHARE TO COUNTYWIDE AND ADVANCE TO VOCA GRANT FOR WAGES AND BENEFITS (\$15,000.00)		\$15,000.00	*Motion: Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
	Mr. and Mrs. James Colvin attended public session. Mr. Colvin asked about the status of the possibility of rescinding the AEZ resolution approved in 2012. Commissioners Miller and Reiter informed him we are still reviewing with legal counsel. There is a draft resolution to rescind the resolution however we are still waiting for a response from the Prosecutors Office. He invited the Commissioners to a meeting with a group representing four counties who oppose wind farms. He noted Sandusky County is currently the only county with an AEZ in place as of the beginning of this week.	Mr. & Mrs. James Colvin		
Recorder (10:30am)	<b>Colleen Carmack – Recorder.</b> Colleen came in for her quarterly meeting with the Commissioners. Colleen received the invitation to the 175 <sup>th</sup> anniversary ceremony and thought that was a great idea. Colleen is at full staff and she has an awesome team. Her office is running really smooth. Her new full-time employee is working well and giving some great ideas to help the office. Colleen also likes the Commissioners Corner newsletter. Commissioner Reiter talked about the elected officials meetings and the Commissioners thoughts on the meetings. They would like to see the meeting possibly rotate in alpha order by elected official and have an agenda. Colleen did like this idea. She mentioned she has noticed there have been some windows open in the courthouse and she felt they should keep them closed to allow the HVAC system to work properly. Colleen has cleaned up her storage space in the attic and could use help giving the area a good cleaning. There are also some Sheriff books in there that need to be moved. Administrator Garcia is going to help get this cleaned and the books moved. Colleen also had a parcel recorded by the land bank that was put in the wrong name. She mentioned it to Chris Grover, land bank manager, to have it corrected.	Colleen Carmack - Recorder		


<b>Prosecutor (11:00am)</b>	<b>Mark Mulligan- Prosecutors Office.</b> Mark Mulligan came in for Tim Braun for his monthly meeting. The Prosecutors office is in test mode with Executime. He has met with payroll to ask some questions but feels it will go well. Mark talked about the shortfall in one of their grant funds and is hoping that has been taken care of and shouldn't be an issue. The new grant was submitted and the request is for more than last year and will assist in funding that account.	Mark Mulligan – Assistant Prosecutor		
<b>Health Department (11:30am)</b>	Meeting had to be rescheduled due to a conflicting schedule.			
<b>Public Open Session</b>	Citizens Attendees – see sign in sheet Media Attendees – Tom Fullen, Eagle 99. Craig Shoup, News Messenger. Elected Officials – none			
<b>* Adjournment (11:30am)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: 2nd: 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

# Sandusky County Commissioners Agenda



## Topics of Discussion for the meeting Dated July 9th, 2019

\* Denotes action needed

1. \* There has been some discussion on the keying system that currently exists at the courthouse. (up-date)
2. We are continuing to have condensate pump issues with the various offices in the courthouse. Three units failed last week.
3. We held a Pre-construction meeting with the Director of the SCSC, CSO, Sub-contractors, F.M. and Poggemeyer Eng. group on Monday July 1<sup>st</sup> to kick-off the installation of the new HVAC controls and VAV box installation. They will start work July 8<sup>th</sup> with a project length of approx. 8 -10 weeks. Later in the week we had the HVAC control system go down again.
4. Theresa and I working with Veh & Son's on window treatment for Commissioner Building.
5. We met with the Poggemeyer Design Group Monday July 1<sup>st</sup> to discuss additional scope items and engineering specifications for the better building projects. We will continue to meet on a Bi-monthly basis to keep things moving forward and to address concerns.
6. KDH Construction is well on their way with the courthouse ADA ramp; we working with their project manager and our architect on submittals and brick selection. We have provided them with all the documentation from the last renovation with the Mosser Group to find an appropriate brick match. They ran into an un-expectedly large concrete foundation under the existing elevator, which they had to excavate and will add some costs to the project.
7. Cummins Facility Cleaning Services (Findley Oh.) started June 1st. and we've had many positive and encouraging comments from staff on their performance so far.
8. Working on removing the sky-lights at the EMS/Sanitary Engineers. (July install date)
9. We are working with Great Lakes Community Action Partnership on new grant for the SCSC
10. We are assisting the Sheriff Office with renovating the old evidence room into office space for the detectives.
11. All county generators will get their annual PM and load bank tests this month. The Jail generator had some issues with the load bank test. We will address the deficiencies and retest.
12. Inspection of all county fire extinguishers has been completed and any outdated or deficient units have been replaced or serviced.
13. Working with the SC land bank on securing office space.
14. Working with the sheriff office to address call-in security issues at the Clyde and Woodville locations.

**Public Session Sign in Sheet**

**7/9/2019**

Name	Signature	Contact Information
<i>Jim Colvin</i>		