

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

**MEETING 2019**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 11/19/19

Time: 8:00AM – 1:27PM

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

Present: Theresa Garcia; County Administrator

Others Present: Mircea Handru, Craig Shoup, Tom Fullen, Keith Faber, Lori Brodi, Jill Neuman, Kim Foreman, (see sign in sheet)

(\*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 11/17/19 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 a placement meeting at DJFS. This is the second year they were invited to attend a meeting where they discussed the children in placement and how the cases are being handled and what they are doing for the children. Some of the stories are very sad. The cases being handled are half of what they had last year. Melanie's leadership seems to have made a difference. Most cases are dealing with drugs and quite a few involving mental issues. There are six children that make up half of the placement costs due to special needs of the children and they do not meet the income level for reimbursement.	Scott Miller Russ Zimmerman Kay E Reiter		
	Commissioner Zimmerman attended the Regional Airport Meeting yesterday. They are still working on the concrete apron project. They have received approval for one vendors' concrete mix design. However, due to the weather it is too cold to proceed. They are going to move the project out to April. They may be able to apply	Russ Zimmerman		

	<p>for another grant at that point to assist with paying for the project. There was discussion on other grants available to the Airport. They received their audit letter and are responding to recommendations. They discussed the fuel cost and the systems they use for filling the tanks. They can fill a tank or a tanker that would go to the planes for refueling. The accounting system for the fuel does not seem to balance on fuel in and fuel out. There is a new system they may be using in the future. They are working on security cameras to get the touch and go traffic to more accurately log the traffic at the airport. They also are going to place an advertisement in the Visitors Bureau Guide.</p>			
	<p>Commissioner Miller attended the Health Board meeting. There were three grants that were accepted for the Health Department. They talked about assessing the Townships for the operating costs needed after the levy funds are collected. They are looking at a percentage to assess and adjust this every year. The percentage will not be anything that will devastate the Township budgets. They do plan on going for additional levy funds in the next couple years. They are looking at what they can cut to make the levy funding work. This was something they should have worked on prior to the levy. There were two new members introduced and there are two retirements coming up in 2020.</p>	<p>Scott Miller</p>		
	<p>All Commissioners attended a Public Defender Forum in Toledo last Friday. There were many Judges, Bar Association Presidents and other Commissioners. The environment in Lucas County is much different than here. The State Public Defender reviewed the new reimbursement plan.</p>	<p>Scott Miller Russ Zimmerman Kay E Reiter</p>		
	<p>Commissioner Zimmerman attended the Regional Planning meeting yesterday. It was a very quick meeting. There was a partial split that needed to be approved. John Willey, Regional Planning Director, came in to session to get signatures from the Commissioners. He also shared there will be some media events and requests to help push the upcoming census. He talked about how it can affect funding from State and Federal Government to the county if our count is lower. Lisa Kuelling, EMA Director, was at the meeting to talk about the dike at Wightmans Grove and how</p>			

	<p>damage to the dike could affect the project the Sanitary Engineer is doing on the sewer system. She is working with the Wightmans Grove Conservancy on a mitigation grant to protect the dike. There will need to be new regulations on how buildings are constructed to keep them above the water level.</p>			
<p><b>Commissioners and Administrators Discussion</b></p>	<p>Commissioner Miller attended an open house for the new homeless shelter in Fremont. They talked about what they do and how they do it. It is a faith based program. Individuals can come in to a holding area and they then validate ID. They are then given a tub for personal items and that is stored separately. They are allowed to shower and they can wash their cloths and sleep. They have to be out by 7:00am. There are no doors on the bedrooms. In the morning before they leave they are given a cup of coffee and a pep talk for the day.</p>	<p>Scott Miller</p>		
<p>* Then /Now Documents</p>	<p>None</p>			
<p>* Personnel</p>	<p>None</p>			
<p>* Travel Requests</p>	<p>None</p>			
<p><b>Mental Health Board</b></p>	<p><b><u>Mircea Handru – Mental Health Board.</u></b> Mircea came in for his regular meeting with the Commissioners. There are two contracts with TASC for 2019. The first was their regular grant and they also received additional funds for working with the Clyde Drug Court. They had additional funds not spent that will also be given to TASC for a total of \$334,433.71 for 2019. Mircea explained the purpose of TASC is to test and case management not treatment. The Woodville Out Patient Facility is going to have an open house and the Commissioners should be getting an invitation. Mircea has a multi county grant for five years for prevention. The Health department will take the lead on the grant. There are four counties included in the grant. It is very specific to prevention. Mircea is going to reach out to the Sheriff to talk more about jail services and what they can help with on the front end at the jail so inmates aren't shipped to State Hospitals.</p>	<p>Mircea Handru – Executive Director</p>		
<p><b>Visitors Bureau</b></p>	<p>***Peggy Courtney – Executive Director was unable to attend.</p>			

* Resolutions (10:00am)	2019 - 354 APPROVING APPROPRIATION TRANSFER FOR NOVEMBER MANDATED PLACEMENT (\$1,651.57) AND OCTOBER PLACEMENT COSTS (\$16,064.50)	DJFS	\$1,651.57 \$16,064.50	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 355 APPROVING BLANKET RESOLUTION FOR ALL OUT OF COUNTY TRAVEL FOR THE CHILDREN SERVICES DEPARTMENT, ADMINISTRATORS, ASSISTANT DIRECTOR/PROGRAM MANAGER AND DIRECTOR OF THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR CALENDAR YEAR 2020.	DJFS		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 356 ESTABLISHING POLICY FOR SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR EMPLOYEE, VOLUNTEER, FOSTER PARENT AND GENERAL MEETING AND PUBLIC RELATIONS EXPENDITURES FOR THE YEAR 2020	DJFS		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
	2019 - 357 AUTHORIZING MELANIE ALLEN, THE DIRECTOR OF THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, TO SIGN ANY AND ALL CONTRACTS ENTERED INTO BY THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR CALENDAR YEAR 2020.	DJFS		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 358 AUTHORIZING COMPENSATION INCREASE FOR NON-BARGAINING UNIT EMPLOYEES AT THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR 2020.	DJFS		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 359 APPROVING TRAVEL FOR FAMILY CHILDREN FIRST (FCFC) DIRECTOR CATHY GLASSFORD FOR OUT OF STATE TRAVEL TO WASHINGTON, DC, ON FEBRUARY 2 TO FEBRUARY 7, 2020 FOR NATIONAL SUBSTANCE ABUSE COALITION TRAINING	FCFC		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
	2019 - 360 IN THE MATTER OF RESCINDING RESOLUTIONS 2019 - 346 AND 2019-347 APPROVING SUPPLEMENTAL APPROPRIATIONS AND APPROPRIATION TRANSFERS TO VARIOUS FUNDS	Commissioners		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 361 APPROVING SUPPLEMENTAL APPROPRIATION AND APPROPRIATION TRANSFER FROM COUNTYWIDE	Countywide and sick leave fund	\$9,130.00 \$12,000.00	*Motion: Move to Approve resolution Moved by: Russ



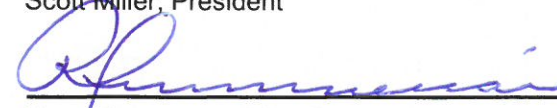
	TO SICK LEAVE FUND (\$9,130.00) FOR SICK LEAVE PAYOUT; AND SUPPLEMENTAL APPROPRIATION TO STATE AUDIT FOR AUDIT INVOICE PAYMENT (\$12,000.00)			Zimmerman 2nd: Kay E Reiter Yes - 3
	2019 - 362 APPROVING APPROPRIATION TRANSFERS IN COUNTYWIDE FROM CAPITAL OUTLAY TO CONTRACT SERVICES (\$36,000.00) AND SUPPLIES TO OTHER FINANCING (\$1,264.00) FOR TRANSFER	Countywide	\$36,000.00 \$1,264.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 363 APPROVING SUPPLEMENTAL APPROPRIATION TO PI SUPPLIES (\$36,591.00) AND CONTRACT SERVICES (\$27,630.00) FOR NETWORK SECURITY ITEMS	PI	\$36,591.00 \$27,630.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 364 APPROVING SUPPLEMENTAL APPROPRIATION TO BETTER BUILDING ACCOUNTS (\$750,000.00)	Better building	\$750,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 365 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM CONTRACT SERVICES TO CAPITAL OUTLAY (\$17,500.00)	Board of DD	\$17,500.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 366 APPROVING FUND TRANSFER AND SUPPLEMENTAL APPROPRIATION TO COMMISSIONERS IT WAGES (\$30,000.00) AND BENEFITS (\$9,000.00)	IT	\$30,000.00 \$9,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
	2019 - 367 APPROVING APPROPRIATION TRANSFER FROM WAGES (\$9,500.00) TO BENEFITS FOR PROSECUTOR VOCA GRANT	VOCA	\$9,500.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
<b>Sheriff</b>	<b>Sheriff Hilton – Sheriff.</b> Sheriff Hilton was in for his regular meeting with the Commissioners. He had a nice conversation with Governor DeWine yesterday at a seminar for BSA. He talked about how important he feels local control of law enforcement is and not the State. He feels if the local enforcement needs assistance from the State they should reach out for the help. He did have one dispatcher resign to go to Perrysburg. He has another person ready to replace the position so he is still fully staffed. Courthouse security is			

	doing well. He had some discipline issues in the jail that have been taken care of. The Commissioners talked about the meeting with DJFS on placement and how it affects law enforcement. The sheriff's budget is entered and advanced. His vehicles are in good shape. He is looking for replacements probably in 2021. Commissioners notified sheriff they are working on a location for him to keep his SWAT vehicle.			
<b>State Auditor</b>	<b>Keith Faber – State Auditor.</b> Auditor Faber came in with his staff (see sign in sheet) to visit with Sandusky County Elected Officials and update them on his mission for 2020. He is touring the State and has visited 81 counties to date. He wants to meet and see what they can do better for the County's. The Commissioners asked for help on the next Audit regarding paperwork issues that may be lacking due to the recent ransomware attack the County was a victim of. He will notify Audit Staff to contact him during the audit to assist.	Keith Faber – State Auditor		
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger. Tom Fullen, Eagle 99 Elected Officials – Kim Foreman, Treasurer			
<b>Building Code Workshop</b>	**See attached minutes			
<b>* Adjournment (1:27pm)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3

Signature of:



Scott Miller, President



Russ Zimmerman, Vice President



Kay E Reiter

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Garcia  
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

## COMMERCIAL BUILDING CODE WORKSHOP

Commissioners' Office; 2<sup>nd</sup> Floor Conference Room

11/19/19 – 12:30pm

Meeting Minutes

**In Attendance:** Commissioner Reiter; Commissioner Miller; Commissioner Zimmerman; Dean Schneider – Assistant Fire Chief - Fremont; Dave Foss – Fire Chief-Fremont; Beth Hannam – SCEDC Director; Theresa Garcia – County Administrator

**Advisory Board Members (Voting & Non-voting)** Potential Advisory board members list was presented to the group. The letter asking the individuals if they would be interested in sitting on the board needs to go out soon. Once this board is established they will take over for the current committee. Two suggested members are non-voting members so there needs to be two other suggested members. The discussion was to make sure there was someone from the East and West ends of the County. There were two suggestions made. Letters will go out to those suggested members this week.

**Review of a Start Up Budget:** We have already received funding from one of the contractor associations and a request to the electrical contractors association was sent. The suggestion was for a board member go to one of the larger contractors in the area and ask if they would assist in the start-up funding. The draft budget was reviewed. There are several unknowns that need to be put in the budget. There was talk about contracting with Ottawa County to send an inspector to Sandusky County to get the office started. The contract could be, for example, 100 hours a month at a certain hourly rate for three to four months. They may start prior to the department opening to help get things going.

**Public Hearing:** Would it be a good idea to send an outreach to the local contractors to let them know the office is going to be established? The suggestion was made to make sure the advisory board is in place and let the chair of the board make the announcement. Kay E Reiter asked if we should do a public hearing to get input from contractors and the public. This is also something that should happen with the advisory board.

### Timeline:




- Letters sent out to potential board members with deadline for response by December 6<sup>th</sup>
- December 12<sup>th</sup> 11:30am committee meets to go over responses.
- January 7, 2020 first advisory board meeting.
- February 1, 2020 office area completed
- February 7, 2020 Chief Inspector hired
- March 7, 2020 Public information/kick off meeting
- April 1, 2020 official first day of business.

Chief Foss made a recommendation the code adopted should read “the most current code” and not a specific date. The building location was also discussed and making sure it is clearly marked so it is easily found.



Public Session Sign in Sheet

11/19/2019

Name	Signature	Contact Information
MIRCCA HANDOU		
John Willey		SCRPC
Kim Foreman		TREASURER
Jill Neuman	Jill Neuman	Auditors office