

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

MEETING 2019

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 11/21/19

Time: 8:00AM – 1:00PM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Atul Chopra, Will Chambers, Conner Witt, Kyle Clonch, Phil Collinson, Deb Dierksheide, Carol Wattley, Judge Ray, Judge Dewey

(*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 11/19/19 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: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
Review of External board / Meetings Attended by Commissioners	Commissioner Reiter and Zimmerman attended a Budget Committee meeting at OSS. There is still some work to do on the budget. They will meet again on December 2, 2019.	Kay E Reiter Russ Zimmerman		
	Commissioner Miller wanted to add comments from the Health Department meeting from last Friday. They introduced Bryleigh Wolf who will be the new Director of support services, and Zeferina Andrade who will be the Breast feeding Peer. They are going to have a citizen public information continuum meeting on December 6 th . On December 13 th they are having a retirement party for Marty Swanders. They will be looking at the assessments from the Townships to supplement the levy this month. A board member asked Bethany Brown, Health Commissioner, for a ten year plan for the Department based on population and stability. There is not one in place at this time. There are still individuals with sewer issues they are working with.	Scott Miller		

	<p>Commissioner Miller attended the Comprehensive Plan meeting yesterday. The County is slightly under 60,000.in population. The consultants updated the group on responses they have received on the comprehensive plan questionnaire. One topic discussed was keeping individuals in the county and in the county workforce. The Comprehensive report will be completed by June 1, 2020. They are still doing one on one meetings with key people in the community to gather more information. There were many other facts they have gathered they shared with the group.</p>	Scott Miller		
	<p>Commissioner Zimmerman was unable to attend the FCFC Executive Finance committee meeting yesterday due to a fire emergency.</p>	Russ Zimmerman		
	<p>Commissioner Reiter attended the TMACOG Executive Committee meeting yesterday. They announced Jeff Lamson, from City of Fremont, is on the water quality leadership committee. They did approve some major handbook changes for 2020. They are purchasing a time and attendance system for next year. The biggest issue is people are working long hours and not taking lunches and breaks and not going home on a timely basis. They don't feel it's healthy and they want people to punch in and out and taking their time away. There was also discussion on how TMACOG issues annual billing. The decision was made to send invoices electronically and not spend funds on paper invoices. They also asked about membership dues and how they are calculated. General Assembly will be coming up on January 27th. There were several other meetings early in 2020 that we will see invitations coming for.</p>	Kay E Reiter		
Commissioners and Administrators Discussion	<p>There was a question asked about automatic door openers for some of the "customer service" doors in the courthouse. These openers were built in to the better building project.</p>			
	<p>Administrator Garcia presented a letter of support to the Birchard Library to request capital budget funding for the renovation and expansion of the library for the Commissioners to sign.</p>			

	The Commissioners will be at Winter Conference from December 4 th to the 7 th . They will not have remote access to approve bills during this time like they have in the past. A notice will need to be sent out to all to make sure they are aware to have bills in for approval on December 3 rd . The next session will not be until Wednesday December 10 th .			
* Then /Now Documents	Three certificates were presented by DJFS. Clerk thought all over-due balances were paid and was unaware of the outstanding invoices. Three invoice make up these certificates. State of Ohio DJFS – \$1,200.00 State of Ohio DJFS - \$12,024.00 AT&T - \$5.93	DJFS	\$1,200.00 \$12,024.00 \$5.93	*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
* Personnel	None			
* Travel Requests	None			
Facility Management	<u>Ron Hiser – Facility Management.</u> Ron came in for his regular meeting with the Commissioners. See attachment A for agenda items. Ron reviewed department moves. The Commissioners talked about the Building Code Office space and asked if it could be ready by May 1 st . There was discussion on how quickly the offices could be ready. We are completing applications to receive rebates on some of the energy saving projects. Ron talked about capital projects he would like to put in his budget. The Commissioners agreed that projects that are \$15,000.00 or less can be put in Ron’s budget and other projects will go in to PI. Ron will need to have capital outlay accounts in his fund line.	Ron Hiser - Director		
* Resolutions (10:00am)	2019 – 368 APPROVING SUPPLEMENTAL APPROPRIATIONS FOR EMO TO CONTRACT SERVICES (\$14,000.00), WAGES (\$4,100.00) AND BENEFITS (\$2,000.00)	EMO	\$14,000.00 \$4,100.00 \$2,000.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 369 APPROVING SUPPLEMENTAL APPROPRIATIONS (\$20,682.71) AND FUND TRANSFERS FROM GENERAL FUND TO TREASURERS OFFICE FOR WAGES (\$22,771.51) AND BENEFITS (\$4,496.62) FOR STAFF TRANSITIONS IN 2019	Treasurer	\$20,682.71 \$22,771.51 \$4,496.62	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3

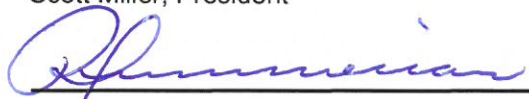
	2019 - 370 APPROVING FUND TRANSFER FOR SANITARY ENGINEER FROM THEIR GENERAL FUND TO VARIOUS BOND FUNDS FOR OPC LOAN PAYMENTS (\$16,026.29)	Sanitary Engineer	\$16,026.29	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2019 - 371 APPROVING APPROPRIATION TRANSFER FOR SHERIFF FROM BENEFITS (\$17,000.00), CONTRACT SERVICES (\$20,000.00), SUPPLIES (\$35,000.00), MEDICAL (\$25,000.00) AND UTILITIES (\$3,000.00) TO WAGES	Sheriff	\$17,000.00 \$20,000.00 \$35,000.00 \$25,000.00 \$3,000.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 372 APPROVING SUPPLEMENTAL APPROPRIATION TO PI CAPITAL OUTLAY (\$287,000.00) FOR FINAL SERVICE CENTER HVAC PROJECT INVOICE	PI	\$287,000.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
	2019 - 373 AUTHORIZING THE SANDUSKY COUNTY AUDITOR TO ALLOCATE FUNDS TO THE CITY OF FREMONT FROM THE COUNTY MOTOR VEHICLE LICENSE TAX FUND	City of Fremont	\$79,513.81	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
Commissioners and Administrators Discussion	At 11:00am Commissioner Reiter moved to enter executive session to discuss security matters At 11:46am the Commissioners exited executive session.	Scott Miller Russ Zimmerman Kay E Reiter Theresa Garcia Atul Chopra Will Chambers Kyle Clonch		*Moved to enter executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes: 3 *Moved to exit executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes: 3

EMO Workshop	Commissioners requested to meet with the Judges, Adult Probation, EMO and TASC. Administrator Garcia brought everyone up to date on staffing and retirements in the EMO office. The group was together to talk about how the office could be reorganized to best serve the courts and the individuals they are servicing. The thought was if TASC took on this responsibility. Phil Collison, TASC Administrator, presented his view on how his office could manage this responsibility. Deb Dierksheide, EM Officer, thought this would be a good move. Judge Dewey, Judge Ray and Carol Wattley all agreed this would be a good solution. Logistics and timelines were discussed and will be worked out.	Judge Dewey Judge Ray Carol Wattley Phil Collison Deb Dierksheide		
* Adjournment (1:00pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: 2nd: Yes- 3

Signature of:



Scott Miller, President

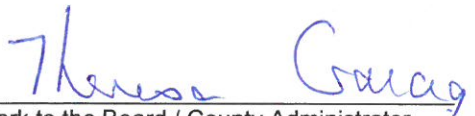


Russ Zimmerman, Vice President



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.

Sandusky County Commissioners Agenda






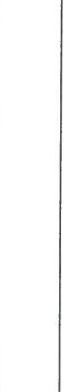
Topics of Discussion for the meeting Dated November 21st, 2019

* Denotes action needed

1. The cabinetry work for the new courthouse X-ray machine was done over the Veterans Day holiday weekend with the quartz to be installed this week.
2. Developing Departmental moves.
3. Training on the new HVAC controls for the Service center was (November 19th) with punch list completion and close-out documents needed to complete this job.
4. We are working with the Poggemeyer Design Groups. Going over print reviews, meeting with end users (Adult Probation (November 15th), Service Center (November 22nd), Clyde Court, and COC), meeting with Parker Energy Solutions to up-date energy savings, and advancing and refining the scope of work. The schedule for projects are; next week submit for permits, (2 ½ - 3 weeks) then go out for bids (3weeks) awarding contracts by the end of January.
5. The communication center generator received new block heater, hoses, and flush and fill.
6. Additional electrical work being done so that during a power outage the security system (card readers) will work is scheduled.
7. We are working with the veterans on development a scope of work and layout for the new Veterans Memorial Park. We also met with them on the new plaque location.
8. Repairs on the storm water catch basins at the Service Center are complete.
9. Securing quotes for the water leak in EMA office.
10. Commissioner's basement windows (in capital expenditures for 2020).
11. Working on budget. (Capital expenditures tab instead of PI).

Public Session Sign in Sheet

11/21/2019

Name	Signature	Contact Information
Deb Bierksheide		
Scott Miller		
Russ Zimmerman		
Phil Collison		
John P. Denny		
A. Day		
Carol Watts	