

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

MEETING 2019

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 11/26/19

Time: 8:00AM 11:38AM

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

Present: Theresa Garcia; County Administrator

Others Present: Kelly Askins, Jeff Jackson, Jerri Miller

(*action items)

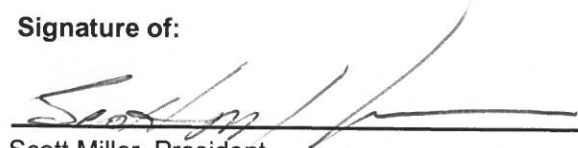
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order 8:35am	***Commissioners Reiter and Zimmerman started at 7:30am with a department head meeting. Commissioner Miller attended a Health Department meeting at 7:30am and was not in session.	Russ Zimmerman, Vice President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 11/21/19 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
Review of External board / Meetings Attended by Commissioners	All three Commissioners attended the Jobs for the Future meeting. There was a presentation and documents presented on keeping jobs in the community. There were approximately forty individuals who broke out into groups to discuss the documents. The group the commissioners were in talked about retention of staff. There were educators and business owners in attendance.	Scott Miller, Russ Zimmerman, Kay E Reiter		
	Records Commission met on Monday. They reviewed five documents presented for approval. The meeting went well and the next meeting was set up.	Scott Miller		
	Commissioner Miller attended the Health Department Special District Advisory meeting this morning. Steve Gruner's resignation from the Board was approved at the meeting. They immediately voted on a new member.	Scott Miller		

	<p>They discussed the way the assessments would be collected from the Townships. They cannot collect additional assessments in 2020. This could put them in a bad position for their budget. They would have to double the assessment in 2021 to make up for the loss of 2020. They discussed when they should put the next additional levy. If they request a levy in 2021 which would not be collected until 2022. If they wait until 2021 they would have to ask for enough funds to cover losses in 2021. Bethany Brown, Health Commissioner, provided some preliminary assessments to the group.</p>			
Commissioners and Administrators Discussion	<p>CCAO reached out to the Administrator to ask if Sandusky County planned on submitting a request for capital funding for renovations to the Jail. Sheriff Hilton and Ron Hiser, Facility Management Director, worked with the Administrator to put together a request to submit.</p>			
	<p>Commissioner Reiter passed out a timeline for the Building Code Office. The letters went out to the possible advisory board members for the Building Code Department. There have been five responses accepting the request.</p> <p>Commissioner Zimmerman met with Ron Hiser and Poggemeyer Design Group to look at moving offices around at the PEAK building and Facility Management. The designs are appropriate for what needs to happen for the Building Code Office and Facility Management. Poggemeyer is putting their prints together and getting ready for approvals for the Better Building Projects.</p>	<p>Kay E Reiter Russ Zimmerman</p>		
* Then /Now Documents	<p>One certificate was presented by FCFC. Clerk could not establish a vendor or PO due to the system being down. One invoice makes up this certificate. Soul Bird Consulting - \$3,000.00</p> <p>One certificate was presented by the Veterans Office. The PO was either liquidated or not done for this event and didn't realize it until they received the invoice. One invoice makes up this certificate. VFW - \$1,790.00</p> <p>One certificate was presented by the Prosecutors. Due to staff absence bills were not timely paid. One invoice makes up this certificate. Sandusky County (CoRSA) - \$1,166.50</p>	<p>FCFC</p> <p>Veterans</p> <p>Prosecutor</p>	<p>\$3,000.00</p> <p>\$1,790.00</p> <p>\$1,166.50</p>	<p>* Motion: Move to approve certificate Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>

* Personnel	None			
* Travel Requests	None			
Dog Kennel	<p><u>Kelly Askins – Dog Kennel.</u> Kelly came in for her regular meeting with the Commissioners. See attachment A for agenda items. She is working on dog tag renewals. These will go out this week. Kelly presented her graphs and reports for review. Dixie, Deputy Dog Warden, has been certified and sworn in as a humane agent. Kelly talked about charges for surrendering a dog. She would like to increase the current charge. This needs to be done by resolution. Kelly was asked to work with Administrator Garcia on the fee and a resolution for approval. There are some issues with the roof at the kennel, there are some soft spots. The roof was replaced around 2015. We need to look for any warranty on the roof. Administrator Garcia will work with Facility Management on finding this information. Kelly reviewed humane agent numbers and couple of cases.</p>	Kelly Askins – Dog Warden		
	<p>*** Commissioner Miller came in to session at 8:56am.</p>			
EMS	<p><u>Jeff Jackson – EMS.</u> Jeff came in for his regular meeting with the Commissioners. See attachment B for agenda items. He touched base on vehicle issues he is having. They sold the old squad and that is gone. He has had some small vehicle incidents the last month that has cost some money for repairs. Need to talk about replacing the station in Gibsonburg. The new squads will not fit in this building. There is a lot that is available out by the current station where a new station could be built. If that works Jeff will get more information. It is possible it will have water and sewer access available. Jeff talked with Sanitary Engineer about access. He talked to ODOT about driveway access to the highway and how to get that approved. Commissioner Reiter suggested a couple of empty buildings in the area that could work. Jeff will look into those too.</p>	Jeff Jackson- Chief		
Auditor	<p><u>Jerri Miller – Auditor.</u> Jerri came in for her regular meeting with the Commissioners. She reviewed sales tax report. It was slightly up from last year. Overall for the year we are down from last year. Commissioner Reiter mentioned 2018 was an unusually high collection year and we are tracking closer to 2017. Jerri was at the</p>	Jerri Miller - Auditor		

	Auditors Conference last week. At the Auditors conference they talked about the Nexus taxes coming to Sandusky County. There will be a payment made by means of property taxes. There was also a finding on the AMP payback. This finding may take most of the first payment from Nexus.			
* Resolutions	2019 - 374 APPROVING APPROPRIATION TRANSFER FOR DJFS FROM CONTRACT SERVICES (\$15,000.00) TO OTHER PAYMENTS FOR YEAR END EPENSES	DJFS	\$15,000.00	* Motion: Move to approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 375 APPROVING APPROPRIATION TRANSFER FROM CONTRACT SERVICES TO FEES (\$1,000.00) FOR FOREIGN SHERIFF FEES	Clerk of Courts	\$1,000.00	* Motion: Move to approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 376 APPROVING FUND TRANSFER FROM CORONER CONTRACT SERVICES (\$15,000.00) TO PUBLIC DEFENDER CONTRACT SERVICES FOR 2019 INVOICE PAYMENTS	Coroner and Public Defender	\$15,000.00	* Motion: Move to approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
Citizen Comment	Dave Wenger came in to ask for an update on Wightmans Grove Sewer System. The Commissioners had an update from Sanitary Engineer this morning. The project on the Sewer side is ready to go. There were some issues with the EPA report and the Dike at the Grove. Once they find out what is happening with the Mitigation Grant, which will help with improving the Dike and other systems, they will see movement on the sewer project.			
Public Open Session	Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger Elected Officials – Jerri Miller, Auditor			
* Adjournment (11:38am)	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



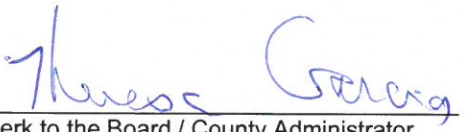
Russ Zimmerman, Vice President



Kay E Reiter

Board of County Commissioners, Sandusky County Ohio

Attest:



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

Attachment A

Requested graphs and charts are attached.

Scheduled/Completed Trainings

Deputy Gibbs recently completed the Humane Agent Training & has been sworn in through Probate Court as Sandusky County's second Animal Cruelty Investigator

Dog Warden Deputies completed IS100 FEMA training and are working on IS700.

CAD training with the Sheriff's Office is still a work in progress, although dates have now been released.

Kelly and Dixie attended an Equine Cruelty Training on November 7th.

The entire Dog Kennel staff attended a self-defense training with Trident Security Solutions on November 21st.

To Discuss

Gearing up Licensing Season- Ready to go!

Charges for surrendering a dog.

Events

Veteran's Day leaves me in amazement every year. Staying open on that day to serve the men and women that have served us is such an honor. The Alpha Project program is such a successful program. This year, with an unexpected donation, we can send each veteran and their new dog to one personalized dog training session.

The kennel will be hosting Photos with Santa again this year. Just a fun little fundraiser for pets and children. We will choose 2 Saturdays in December to do this on.

Humane Related

Humane Related Welfare Checks- Unfounded 14
Education Needed 6
Charges Filed 1
In Court 1

Questions?

County Commissioner's Meeting

Dog Warden's Office

November 26th, 2019

<u>2019 Dog License Sales</u>	<u>Previous Month</u>	<u>Current Month</u>
1 Year Dog License	10,527	10,676
1 Year Dog License Late	599	637
1 Year Partial License	43	63
3 Year Dog License	107	111
3 Year Dog License Late	13	13
3 Year Partial License	5	6
Dangerous Dog License	13	14
Duplicate License	6	6
Duplicate Free	0	0
Kennel License	22	22
Kennel License Extra	31	31
Permanent Dog License	17	17
Service Dog License (Free)	11	11
Transfer In	5	5
	Total	Total
	11,401	11,612

Kennel Census

October 2019

- Impounded- 34
- Redemptions- 22
- Adoptions-10
- Euthanized- 1
- Transferred-0

November 2019

- Impounded-34
- Redemptions- 9
- Adoptions- 7
- Euthanized- 0
- Transferred-0

Sandusky County Dog Warden

Kelly Askins, Chief Dog Warden

A department under the Board of County Commissioners
Charles Schwochow Kay E. Reiter Scott Miller

Impound Statistics Date Filter: 1/1/2019 - 12/31/2019

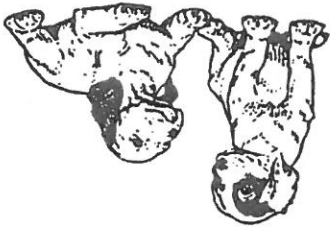
Month	Adopted	Transferred	Redeemed	Euthanized	Deceased	Impounded	Live Release Rate
January	10 33.3%	0 0.0%	19 63.3%	1 3.3%	0 0.0%	30	96.7%
February	5 25.0%	0 0.0%	15 75.0%	0 0.0%	0 0.0%	21	100.0%
March	16 47.1%	0 0.0%	17 50.0%	1 2.9%	0 0.0%	34	97.1%
April	20 40.8%	0 0.0%	27 55.1%	2 4.1%	0 0.0%	49	95.9%
May	22 37.9%	0 0.0%	32 55.2%	4 6.9%	0 0.0%	58	93.1%
June	28 53.8%	1 1.9%	23 44.2%	0 0.0%	0 0.0%	52	100.0%
July	40 63.5%	0 0.0%	18 28.6%	5 7.9%	0 0.0%	64	92.1%
August	20 40.8%	4 8.2%	22 44.9%	3 6.1%	0 0.0%	52	93.9%
September	20 40.8%	0 0.0%	27 55.1%	2 4.1%	0 0.0%	50	95.9%
October	10 30.3%	0 0.0%	22 66.7%	1 3.0%	0 0.0%	34	97.0%
November	7 43.8%	0 0.0%	9 56.3%	0 0.0%	0 0.0%	34	100.0%
Total	198 41.4%	5 1.0%	231 48.3%	19 4.0%	0 0.0%	478	95.8%

Excluding Not Adoptables 100.0%

19 Not Adoptable Animals

- 0 Caused Exposures/Bites
- 1 Owner Surrender - Euthanasia
- 12 Aggressive
- 8 Injured or Unhealthy
- 0 Dog Aggressive
- 0 Deceased

Live release rate does not include deceased animals. Not Adoptable Animals often meet multiple not adoptable criteria.



Quantity Sold 2019 Licenses

Results 1-16 of 16

[Filter Refresh Save](#)

Filter Criteria. Item: 2019; Status: NonCanceled; Details: Quantity; Grouping: Item

View By: [Order](#) | [Items](#) | [Phones](#) | [Physical Address](#) | [Mailing Address](#) | [Billing Address](#) | [Activity](#) | [Summary](#)

Group	Total
2019 1 Yr Dog License	10676
2019 1 Yr Dog License, Late	637
2019 1 Yr Dog License, Partial	63
2019 1 Yr Dog License, Transfer In	5
2019 3 Yr Dog License	111
2019 3 Yr Dog License, Late	13
2019 3 Yr Dog License, Partial	6
2019 Dangerous License	14
2019 Duplicate License	6
2019 Kennel License	20
2019 Kennel License, Extra	31
2019 Kennel License, Late	2
2019 Permanent Dog License	17
2019 Permanent Dog License, Late	2
2019 Service Dog License	11
All	11614

Attachment B

EMS Agenda
November 26, 2019

- Ambulance status

The International ambulance (old LS-15) that was on GovDeals has been sold and picked up from a company out of New Jersey.

We are still working out issues with the radios in the new trucks as they are not working as originally thought.

We have recently had a rash of small non injury vehicle damage reports all of which were preventable. We are looking at our processes and are going to adjust them as needed.

- Personnel

All personnel completed ACLS (Advanced Cardiac Life Support) and CPR. These are job requirements.

Personnel also completed a knowledge test for the NWOEMS Consortium Medical Directors. This is a requirement from the Medical Directors so they have an understanding as to what is needed for future trainings.

- General Discussion

We need to start the process of looking at replacing Station 14. We have a couple of leads on property in the area. Many options have been discussed but I feel we will need to get a more formal conversation started in the very near future.

This is the final year of the agreement with the bargaining unit. We are currently working on schedules for a meeting with them.

Continued to attend various meetings for

Adult Protective Services
Ohio EMS Chiefs Association

