

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

MEETING 2019

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 12/11/19

Time: 8:00AM – 12:00PM

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

Present: Theresa Garcia; County Administrator

Others Present: Jon Detwiler, Ira Hamman, Cajon Keeton, Ron Hiser, Dave Wadsworth, Tom Fullen, Atul Chopra

(*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 12/3/19 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
Fremont City Schools	Commissioner Miller welcomed guests from Fremont City Schools and invited them to talk at the beginning of session. Superintendent for Fremont Schools, Jon Detwiler, came in with Fremont Schools Treasurer, Ira Hamman, and Oak Harbor Schools Treasurer, Cajon Keeton. Mr. Detwiler wanted to come in to talk about the recent valuations on property taxes. They have some concerns with the decrease in the funding. They are concerned about the AMP reimbursement coming up in 2020 and how this may affect the schools as well. Commissioner Reiter noted the Commissioners have asked the Auditor, Jerri Miller, if the AMP reimbursement can be paid back in installments rather than all at once. Commissioner Zimmerman asked if the schools thought it would be less of an impact to make payments rather than pay it back all at once. Mr. Keeton talked to an individual at State level and was told an enterprise zone agreement was going to expire and this would help with some of the	Jon Detwiler – Superintendent Fremont City Schools Ira Hamman – Treasurer Fremont City Schools Cajon Keeton – Treasurer Benton-Carroll-Salem Schools		

	revenue. The Commissioners will keep Ira Hamman updated on information they receive and will include them in meetings when possible.			
Commissioners and Administrators Discussion	John Willey, Regional Planning Director, requested a resolution from the Commissioners establishing a Complete County Committee for the 2020 census. Commissioners agreed and asked Administrator Garcia to prepare the resolution for Thursday.	Theresa Garcia		
	The Administrator discussed a situation with the Commissioners regarding Clyde Court. The Clerk of Court asked the Commissioners for approval to install cameras in her office in Clyde Court. The vendor was there on Monday to install and was told they were not allowed to install. Judge Kolesar had issued a Court Order in January stating all security in the building was to be approved by the court bailiff and probation officers. The court bailiff would not authorize the installation. The Commissioner would like to meet with Judge Kolesar and discuss this matter. Administrator Garcia will contact him and set up a meeting.	Theresa Garcia		
	Commissioners discussed the administration issues at the Prosecutors Office. Administrator Garcia would like to reach out to Prosecutor Braun and ask him to sign over Administrative control to this office. This would assist in updating staffing and day to day office and financial matters and allow the attorneys to do their jobs. The Commissioners asked to make this happen as soon as possible.	Scott Miller Russ Zimmerman Kay E Reiter		
* Then /Now Documents	<p>One certificate was presented by the Sanitary Engineer. Failed to obtain a PO before work was performed and had used all of a previous PO and did not do a supplemental. One invoice makes up this certificate. Streaker Tractor - \$446.25</p> <p>One certificate was presented by the Board of DD. PO was closed before the invoice was received. One invoice makes up this certificate. Wynn-Reeth Inc. - \$347.58</p> <p>Three certificates were presented by the Commissioner's Office. A PO was not in place because the clerk was not aware of the charge; PO was in place</p>	<p>Sanitary Engineer</p> <p>Board of DD</p> <p>Commissioners</p>	<p>\$446.25</p> <p>\$347.58</p> <p>\$850.00 \$2,422.50</p>	<p>*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3</p>

	<p>but was not enough to cover the invoice; a PO was not in place because the vendor changed names. Three invoices make up these certificates. Ohio State University - \$850.00 Shumaker, Loop & Kendrick, LLP - \$2,422.50 Community ISP, Inc. - \$14.95</p> <p>One certificate was presented by County Courts. Shipping fees incurred with furniture purchase and FedEx invoice was sent after the Staples invoice was paid. One invoice makes up this certificate. FEDEX - \$118.57</p>	County Court	\$14.95	\$118.57
* Personnel	None			
* Travel Requests	None			
Facility Management	<p>Ron Hiser – Facility Management. Ron Hiser came in for his regular meeting with the Commissioners. See attachment A for agenda items. Many projects for 2019 have been completed and getting ready for 2020 projects. Ron met with Melanie Allen, DJFS Director, at the PEAK building regarding the building renovation. The plan was received well and Ron plans on moving forward with the changes. His budget is almost complete he is tweaking some capital numbers with Administrator Garcia.</p>	Ron Hiser - Director		
Regional Airport Authority	<p>Dave Wadsworth – Regional Airport. Dave came in for his regular meeting with the Commissioner's. Things are going well. It is slowing down, which is normal. They have a lot of jet traffic. They also have some charter traffic flying in to fuel up. There has been some corporate traffic too. The concrete apron work will not be done until next spring due to the issues with the concrete mix approval. That has been approved. They are working on their tracking system for the fuel consumption to get more accurate usage data. The tracking now gives the time, how much and who pumped fuel. They will be conducting tank inspections to assure the tanks are not leaking. Commissioner Zimmerman asked Dave if he was working with the Visitors Bureau on some PR for the airport. The airport did take out an ad in the Visitors Bureau Guide for 2020. Commissioner Reiter asked if they ever thought of planning air shows or other community awareness marketing programs. Dave said they have had discussions on this type of marketing. Air ambulance traffic, if going by fuel consumption, is down.</p>	Dave Wadsworth – Manager		

<p>* Resolutions (10:00am)</p>	<p>2019 - 380 APPROVING SUPPLEMENTAL APPROPRIATIONS TO FCFC CONTRACT SERVICES (\$3,000.00) AND SUPPLIES (\$640.00) FROM ADDITIONAL FUNDING RECEIVED</p>	<p>FCFC</p>	<p>\$3,000.00 \$640.00</p>	<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3</p>
	<p>2019 - 381 APPROVING FUND TRANSFERS FROM SANITARY ENGINEER GENERAL FUND (\$251,187.88) TO SEVERAL BOND FUNDS FOR LOAN PAYMENTS</p>	<p>Sanitary Engineer</p>	<p>\$251,187.88</p>	<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3</p>
	<p>2019 - 382 APPROVING SUPPLEMENTAL APPROPRIATIONS FOR SANITARY ENGINEER GENERAL SEWER REHAB FUND (\$210.86) AND WHITE STAR FUND (\$38,866.06) FOR PAYMENTS</p>	<p>Sanitary Engineer</p>	<p>\$210.86 \$38,866.06</p>	<p>*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>
	<p>2019 - 383 APPROVING APPROPRIATION TRANSFER FOR SANITARY ENGINEER FROM CAPITAL OUTLAY (\$22,556.75) TO OTHER FINANCING USES FOR LOAN PAYMENTS</p>	<p>Sanitary Engineer</p>	<p>\$22,556.75</p>	<p>*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>
	<p>2019 - 384 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM CONTRACT SERVICES (\$4,500.00) TO CAPITAL OUTLAY FOR POOL LIFT PURCHASE</p>	<p>Board of DD</p>	<p>\$4,500.00</p>	<p>*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>
	<p>2019 - 385 APPROVING APPROPRIATION TRANSFERS FOR JUVENILE COURT FROM FEES (\$590.00) UTILITIES (\$506.04) AND REFUNDS (\$392.49) TO CONTRACT SERVICES FOR YEAR END BUSINESS</p>	<p>Juvenile</p>	<p>\$590.00 \$506.04 \$392.49</p>	<p>*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3</p>
	<p>2019 - 386 AUTHORIZING THE COUNTY ENGINEER TO PROCEED BY FORCE ACCOUNT IN THE MATTER OF ROUTINE MAINTENANCE OF ROADS AND BRIDGES AND HIGHWAY DRAINAGE; BRIDGE AND CULVERT REPAIR OR REPLACEMENT; THE UPKEEP AND MAINTENANCE OF EQUIPMENT AND YARD FACILITIES; NEEDED EMERGENCY WORK AND CLOSING OF ROADS; THE ADDRESSING OF MATTERS THAT INVOLVE THE DRIFTING OF SNOW; OTHER EMERGENCY WORK AS MAY BE NECESSARY DURING THE CALENDAR YEAR 2020, ALL PURSUANT TO RELATED SECTIONS 5543 OF THE OHIO REVISED CODE (ORC)</p>	<p>Engineer</p>		<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3</p>

	2019 - 387 AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY RECORDER FOR 2020 (\$200.00)	Recorder	\$200.00	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 388 APPROVING SUPPLEMENTAL APPROPRIATIONS FOR EMS TO WAGES (\$17,500.00), BENEFITS (\$70,000.00), CAPITAL OUTLAY (\$15,000.00) AND INTERDEPARTMENT COSTS (\$5,000.00); AND APPROPRIATION TRANSFER FROM FEES (\$876.50) TO REFUNDS FOR YEAR END INVOICES	EMS	\$17,500.00 \$70,000.00 \$15,000.00 \$5,000.00 \$876.50	*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 389 AUTHORIZING ESTABLISHMENT OF NEW FUND WITHIN THE BUDGETARY SYSTEM OF SANDUSKY COUNTY ENTITLED; ARSON OFFENDER REGISTRY, ASSIGNED FUND #77245	Sheriff		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
Tom Fullen – Eagle 99	Tom Fullen requested to speak to the Commissioners. Commissioner Miller welcomed him to speak. Tom asked the Commissioners if they had an opinion on the Tim Braun Plea. Tom has heard there could be a citizen complaint to have him removed from office. Tom asked if the Commissioners would support this effort. The Commissioners noted this would be something they would discuss with legal counsel. They were not in a position to give personal opinions			
	At 10:20am Commissioner Miller requested to enter executive session to discuss personnel matters regarding appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. At 10:40am the Commissioners exited executive session.			* Motion: Move to enter executive session Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3 * Motion: Move to exit executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
IT	Atul requested to meet with the Commissioners to discuss some items with network security. Commissioners talked about the Cyber panel discussion at Winter Conference and ideas they have after the panel discussion. Atul stated they have had a couple incidents these past weeks on individuals clicking on items in emails that should not have been opened. On Sunday he had to come in to assure the security system	Atul Chopra - Supervisor		

	<p>was protected and stop anything from happening and to quarantine the computer that opened the link. It makes him very nervous to know there are still individuals that do not understand the severity of opening unknown links. The key fob for the two step authentications will be here and they will start settings these up. This will help in stopping some of the unknown emails from getting through. There are software programs that can alert you on what is being clicked on that can be dangerous. Atul gave two recommendations for programs. The KnowB-4 program recommended by CoRSA and the carbon black program with Sylint. The KnowB-4 CoRSA will cover 25% and it would cost \$20,000.00 over three years and carbon black would run \$9,752.00. Commissioner Zimmerman moved to allow Atul to purchase these programs not to exceed \$20,000.00. Administrator Garcia will assist in getting PO's for purchasing. Atul then updated the Commissioners on the problems with the 911 update. The vendor is not assisting in fixing the issues. Sheriff Hilton and Lisa Kuelling, EMA/911 Director, have been working with Atul on a resolution. Lisa is also working with Mark Mulligan, Assistant Prosecutor, on our rights under the contract. Right now all the solutions that have been implemented have been solutions Atul has recommended. There is a seminar in Columbus on 911, next gen and cyber security. Lisa cannot attend. Atul would like to attend and take one other staff member so they can cover different break-out sessions. The Commissioners agreed. Atul thanked the Commissioners for bringing Mindy Stokes over to help take calls and submit tickets. It has been a great help and she has helped clean up the office.</p>		\$20,000.00	<p>* Motion: Move to approve purchase of security programs Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3</p>
<p>Public Open Session</p>	<p>Citizens Attendees – none Media Attendees – Tom Fullen, Eagle 99. Elected Officials – none</p>			
<p>* Adjournment (12:00pm)</p>	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to adjourn Moved by: Scott Miller 2nd: Kay E Reiter Yes - 3</p>

Attest: Theresa Conway
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

Signature of:

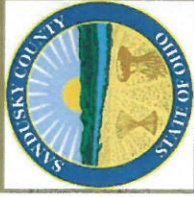
Scott Miller
Scott Miller, President

Russ Zimmerman
Russ Zimmerman, Vice President

Kay E. Reiter
Kay E Reiter

Board of County Commissioners, Sandusky County Ohio

Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated December 11st, 2019

* Denotes action needed

1. The cabinetry work for the new courthouse X-ray machine was done over the Veterans Day holiday weekend and the quartz top is installed.
2. Developing Departmental moves. I met with Kathy, Melanie and Bob last Thursday and with Jason on Friday. FM has starting to move our stock room supplies into the PEAK shop to free up space to vacate the caged area for PEAKS new work area.
3. Punch list for CSO has started and close-out documents needed to complete Service center 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 sheriff generator received new muffler.
6. Additional electrical work being done so that during a power outage the security system (card readers) will work is scheduled. This was completed this week and needs to be tested.
7. Securing quotes for the water leak in EMA office.
8. Commissioner's basement windows (in capital expenditures for 2020).
9. Working on budget.

Public Session Sign in Sheet

12/11/2019

Name	Signature	Contact Information
1 RA HARRIS	<i>Jan D. Harris</i>	