

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 2/4/2020

Time: 8:25AM – 12:30PM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Atul Chopra, John Willey, Craig Shoup, Zach Selvey

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:25am)		Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 1/30/2020 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Kay E Reiter Russ Zimmerman Scott Miller		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the Mental Health Board meeting last Thursday 1/30/2020. There was discussion on the 2018 Overdose and Suicide Death Report. Commissioner Zimmerman shared copies of the report with Commissioners Reiter and Miller. The Board discussed how the repayment of the AMP reimbursement will affect their mileage on the levy. They talked about treatment facilities that have been set up allowing Medicare pay. These facilities have just opened and the housing number will have to be rolled-back in the next two years due to Medicare guidelines. Budget expenses and revenue for 2020 were reviewed.	Russ Zimmerman		
Commissioners and Administrators Discussion	Commissioner Reiter read a memo regarding the history of the County Flag and how the first design came about. The County Flag will be presented at the 2020 celebration and we will use this history in a proclamation.	Kay E Reiter		

	The Sheriff's Office annual Awards Banquet is February 27 th . The Commissioners would like to make sure to get names so they can present proclamations.			
	Commissioner Zimmerman asked about an IT luncheon. They would like to set this up as soon as possible. They want to show their appreciation to the staff for all they did during the ransomware incident.	Russ Zimmerman		
	Commissioner Reiter noted the evaluations for Ron Hiser, Kelly Askins and Theresa Garcia are due and need to be completed. She asked Administrator Garcia if these evaluations can be put on survey monkey for easier access and sharing. Jaime Wolfe, HR Specialist is working on this along with a new HR program.	Kay E Reiter		
	Commissioner Reiter talked about the great job done by Sanitary Engineer on the recent water main break at Woodmont and Shorewood. They handled it well.	Kay E Reiter		
	The new Commissioners newsletter was sent out. Commissioner Reiter noted Tawny did a great job on it.	Kay E Reiter		
	Commissioner Miller was approached by Duane Baker from the City of Bellevue. He talked to him about EMS services in Bellevue. He would like to have a discussion with the Commissioners about EMS services for the City of Bellevue. The Commissioners would like to look in to meeting with the Mayor of Bellevue, the Safety Service Director, and possibly one Councilman along with Jeff Jackson, EMS Captain and discuss this matter.	Scott Miller		
	Commissioner Reiter and Administrator Garcia met with a gentlemen who has been having issues with Child Support. They talked over his issues and made some suggestions. Commissioner Reiter and Administrator Garcia reached out to Melanie Allen, DJFS Director, about the issues and asked her to do some research. Administrator Garcia called the gentlemen and updated him on the discussion and suggested he meet with DJFS Director.	Kay E Reiter		
	Commissioner Miller talked about the latest Wightmans Grove update. The Commissioners would like to meet with all involved to discuss the timeline and how it is working with the Wightmans Grove Conservancy project.	Scott Miller		

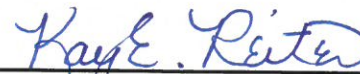
	Commissioner Miller talked about different projects the Commissioners have looked at in the past, one being Rodriguez Street in Madison Township/Gibsonburg. At some point this may come back on the Commissioners agenda to look at.	Scott Miller		
* Then /Now Documents	<p>Four certificates were presented by Common Pleas Court. First certificate, bill was submitted late and no PO for visiting Judge was in place; second certificate PO was not enough to cover the second bill; third certificate court was not aware they invoice would come from this vendor and no PO was in place; fourth certificate PO was for the wrong vendor for advertising. Four invoices make up these certificates. Fred McDonald - \$46.14 Maria Garcia - \$50.00 Erie County Health Dept. - \$2,878.98 Tandem Media Network - \$23.10</p> <p>One certificate was presented by the Commissioner's Office. Deposit for vehicles was not included on the invoice. One invoice makes up this certificate. Advantage Ford - \$250.00</p> <p>Six certificates were presented by EMA/911. First two certificates, super blanket for 2019 was never made a standard PO at the end of the year; third certificate, Hazmat needed a battery for the truck to respond to a call; fourth certificate, PO was made out to wrong vendor; fifth certificate, no standard PO because they thought the old frequencies were turned off; the sixth certificate no PO was in place. TMBS - \$10,137.00 Frontier - \$1,346.00 NAPA - \$276.72 Carousel Industries -\$7,601.46 Ray's Electronics - \$378.00 Time Warner - \$241.78</p> <p>The Commissioners feel this needs to be discussed with the Department Heads and something to bring up at the next Elected Officials meeting.</p>	<p>Common Pleas</p> <p>Commissioners</p> <p>EMA/911</p>	<p>\$46.14 \$50.00 \$2,878.98 \$23.10</p> <p>\$250.00</p> <p>\$10,137.00 \$1,346.00 \$276.72 \$7,601.46 \$378.00 \$241.78</p>	<p>*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3</p>
* Personnel	None			
* Travel Requests	None			

<p>Facility Management</p>	<p>Ron Hiser – Facility Management. Ron came in for his regular meeting with the Commissioners. See attachment A for agenda items. Ron went over the meeting with Poggemeyer for the stone on the Old Jail and how it needs to be fixed. Ron talked about two offices requesting security equipment. He is meeting with them and will report back on what they are looking for. Commissioner Reiter asked about the ADA door openers for the courthouse office doors and the new kitchen at the Senior Center. Ron went over the timelines on both projects.</p>	<p>Ron Hiser - Director</p>		
<p>IT</p>	<p>Atul Chopra – IT. – Atul came in for his regular meeting with the Commissioners. See attachment B for agenda items Atul updated the Commissioners on an email issue that occurred last week. They did shut down a term server and monitored it for a 24 hour period to make sure it was not infected. The server was brought back up with no issues. The Commissioners had approved a virtual server farm earlier in the year. It was a five year agreement, however, they want payment for the five years up front. This was more than budgeted. Commissioner Zimmerman asked if they could pay for the equipment up front and make maintenance payments over the Five years. Atul is going to check on this. Atul reviewed some wants and needs from IT and how these would help. Commissioner Miller moved to allow Atul to move on the needs at a total of. \$3,564.44. Atul and Administrator Garcia talked to a couple of people about interim help to get some of their projects finished. There are two people we can have help with this issue. Atul will work with HR and with Administrator Garcia and getting them on board. . Atul met with a couple of elected officials regarding the back-up systems being installed. He did notify Clerk of Courts there was no need for the additional back-up she wants to pay for since it is duplicating two other systems in place. The Commissioners do not want IT to have to spend the additional time unnecessarily on another system. February 6th AT&T will have the new circuit in for the 911 system. Atul updated the Commissioners on the .Gov transfer. The application process is still moving along but they have to wait for that to be completed before setting this up.</p>	<p>Atul Chopra - Supervisor</p>	<p>\$3,564.44</p>	<p>*Motion: Move to Approve purchases Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3</p>

	<p>Commissioner Reiter informed Atul the Representative from the State Board of Elections talked about the IT Staff in the County at the Republican Dinner. He noted what a great job they did with the ransomware incident and the help at the BOE setting up their cyber security. They couldn't say enough about how good they did and how impressed he was. The County should be proud of the team.</p> <p>Atul is also looking at a disaster recovery plan. We had nothing in writing so Atul is working on a written plan.</p>			
* Resolutions (10:00am)	<p>2020 - 53 APPROVING APPROPRIATION TRANSFER FOR JJC FROM SUPPLIES TO CONTRACT SERVICES (\$25,000.00)</p>	JJC	\$25,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	<p>2020 - 54 APPROVING TRAVEL FOR SHERIFF CHRISTOPHER HILTON FOR OUT OF STATE TRAVEL TO MARINE CORPS BASE QUANTICO, VIRGINIA FROM FEBRUARY 23, 2020 TO FEBRUARY 25, 2020.</p>	Sheriff		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	<p>2020 - 55 APPROVING SUPPLEMENTAL APPROPRIATION FOR EMA CONTRACT SERVICES (\$8,750.00) FOR INVOICE PAYMENT</p>	EMA	\$8,750.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	<p>2020 - 56 APPROVING SUPPLEMENTAL APPROPRIATIONS TO BETTER BUIDLING FUND CAPITAL OUTLAY BUILDING IMPROVEMENT (\$705,000.00)</p>	Better Building	\$705,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	<p>2020 - 57 APPROVING TRAVEL FOR SHERIFF CHRISTOPHER HILTON FOR OUT OF STATE TRAVEL TO ALEXANDRIA, VIRGINIA FROM MAY 12, 2020 TO MAY 17 2020 FOR NATIONAL POLICE WEEK</p>	Sheriff		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	<p>2020 - 58 ENTERING INTO AGREEMENT WITH GREAT LAKES COMMUNITY ACTION PARTNERSHIP (GLCAP) TO ACT AS INDEPENDENT CONTRACT FOR THE PY19 COMMUNITY HOUSING IMPACT AND PRESERVATION GRANT PROGRAM (CHIP) B-C-19-1CO- 2</p>	GLCAP		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3

Prosecutor	<p>Zach Selvey, Appointed Prosecutor, came in to discuss personnel matters.</p> <p>At 10:20am Commissioner Miller moved to enter executive session to discuss personnel.</p> <p>At 10:39am Commissioners exited executive session.</p>	Zach Selvey - Prosecutor		<p>* Motion: Move to enter executive session Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p> <p>* Motion: Move to exit executive session Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3</p>
Regional Planning	<p>John Willey – Regional Planning. John came in to ask the Commissioners to assist with some public service announcements regarding the census. The radio station is ready to record the announcements. John is asking the Commissioners to make an appointment and each record a PSA. This will be important to stress the importance of the census. There was suggestions given for others who may be willing to record a PSA for the community.</p>	John Willey - Director		
Public Open Session	<p>Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger Elected Officials – none</p>			
* Adjournment (12:30pm)	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3</p>

Signature of:



Kay E Reiter, President




Russ Zimmerman, Vice President



Scott Miller

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 February 4th 2020

* Denotes action needed

1. Developing Departmental moves. Facility Management, **PEAK**, Dog Warden, OSU, and multiple other departments are consolidating and redefining storage spaces at the 1071 5th St. location.
2. We are working on the Service center project Punch list and Close-out documents with CSO. They are starting today and have indicated that they should be done by this weeks end.
3. We are working with the Poggemeyer Design Group and end users on the Better Building projects.
4. A new roof is being installed at the 142 tower radio building location.
5. Working with the BOE and Vet's to install new access controls and panic alarms.
6. Receiving quotes to re-carpet the director of communications office at the comm. Bld.
7. The trees at Flag Park and the Commissioners Bld. have been removed. The concrete work repairs and moving the sign to the north walkway are being quoted.
8. Commissioner's basement windows are in production and we are waiting on an installation date.
9. A couple of issues have occurred with the elevator at the Sheriff's office. We are working with All-Pro on possible fault items. Estimates received and PO# issued.
10. We are working with GLCAP on the CDBG funded Sandusky Co. Board of DD Senior Center kitchen renovation project and I have a met with them to discuss the project last week.
11. We are working on developing designs and costs for installation of security equipment at the Woodville Court location.
12. The gasoline and diesel procurement contract for 2020 was entered into on January 28th.
13. We are securing quotes on additional ice breakers to protect the new ADA ramp area.
14. Annual boiler inspections are underway with Hartford Steam Boiler Inc.
15. Facility Management has received a newer van for our housekeeping group. The existing vehicles have been put on Gov. Deals and sold.

Financial Requests

- Dark Fiber – Countryside to Courthouse - \$117,000 – discussed with Mike at Ohio Telecom, he is getting additional info, pricing
- Virtual server farm - \$247000 for 5 year
- IT wants/needs – separate paper

Current

- Backups – installing tape library, Linux server, and NAS this month
- Antivirus – Carbon Black rollout initiated, training this week
- Antiphishing – KnowBe4 initiated, first campaign complete. Selecting training this month
- Security – updating all routers to address security this week
- Server migrations - Migrating to new primary server in next 2 months
- 911 phone system – New service to Port Clinton to be installed 2/6/20.
- 911 CAD – working on network connectivity
- City of Fremont - Windows 10 migrations / Phone migrations / Backups
- WIFI – improving performance via network segregation
- BOE – initial directive complete
- Aiphone – install safe harbor system at Gibsonburg PD
- Parks – installing network services at multiple locations
- Win10 County – 75% done, working with all departments to complete by Jan, 2020
- Win10 City – 50% done, working with all departments to complete by Jan, 2020
- Dispatch – new UPS installed
- City – WRCC – migrated to new phone system, working on networking
- City – Auditor – working on upgrading PO system
- City – Phones – scheduling Perry for assistance on phone changes and training
- City – Rec – setting up new WIFI system
- City – WSM – setting up new WIFI system
- City – PD – working with vendor to address radio issues
- Woodville PD – setting up e-ticketing

IT wants/needs

Needs:

- AD tools: <https://activedirectorypro.com/tools/> - **\$100**
- Patch cables fiber/rj45 - **\$200**
- PDQ Deploy and Inventory <https://sales.pdq.com/Order?add=PDQDeploy> - **\$1000/yr**
- Cisco 8 port 10G switch **QTY:1 \$764.44**
- 10TB USB external drives **QTY: 2 \$350**
- Whiteboard - **\$150**
- Toolset – Qty 2 - **\$250**
- KVM switches – Qty 4 - **\$400**

Wants:

- Laptops **QTY: 4**
- Storage/organizer for city express <https://www.americanvan.com/standard-contour-shelving-with-closed-back-and-doors-av-cd0-2846a-3302.html> - **\$289**
- Rocketbook fusion **QTY: 4 \$140**
- NvMe 512 GB **QTY:4**
- Stripped screw removers
- Serial to USB **QTY:4**

