

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 2/13/2020

Time: 8:00AM – 12:20PM

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

Present: Theresa Garcia; County Administrator

Others Present: Bill Windnagel, Melanie Allen, Carlos Baez, Elizabeth Royster, Rich Randolph, Chris Hilton, Peggy Courtney, see sign in sheet for public attendees

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 2/6/2020 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: Kay E Reiter 2nd: Scott Miller Yes – 2 (Zimmerman absent)
Review of External board / Meetings Attended by Commissioners	Commissioners will cover outside meeting next Tuesday 2/18/2020			
Commissioners and Administrators Discussion	Administrator Garcia passed on a message from Ron Hiser, Facility Management Director, regarding the signing on the JJC. He removed the past Superintendents name from the building and will have to patch the masonry. He plans on removing "superintendent" from the building and patching that too unless the Commissioners do not want it removed. The Commissioners would like it removed and patched to avoid water damage.	Theresa Garcia		
	Administrator Garcia had a conversation with Beth Diesch, Seneca County Soil and Water Conservation, regarding her Apiary contract with Seneca County. Beth is willing to contract with Sandusky County as our Apiary. Currently she contracts her office which than gives four individuals the ability to do inspections. Beth			

	is going to contact the State and work on a contract. Once she has a draft she will forward to Administrator Garcia for approval.			
	Administrator Garcia reached out to Ruthann House, GLCAP Executive Director, regarding the Senior Oversight Committee. Ruthann asked Robin Richter to assist with suggested contacts for the committee. Ruthann would like Robin to sit in on meetings once the committee is formed and begins meeting.			
* Then /Now Documents	<p>One certificate was presented by the JJC. Invoice miscommunication on part of vendor. They were just made aware of said invoice from November 2019. Service was outside the contract parameters. One invoice makes up this certificate. Stanley Convergent Security Solutions, Inc. - \$252.00</p> <p>One certificate was presented by FCFC. Fiscal agent was not aware of the expenditure. One invoice makes up this certificate. Ohio Children's Alliance. - \$190.00</p>	JJC FCFC	\$252.00 \$190.00	*Motion: Move to Approve certificates Moved by: 2nd: Yes - 3
* Personnel	Statement of expenses were approved for Cathy Glassford from January travel. Health Insurance transfer was signed for February Health Insurance invoice.			
* Travel Requests	None			
CWP	<u>Bill Windnagel – CWP.</u> Bill came in for his regular meeting with the Commissioners. He had January work order report for the Commissioners to review. He is working on Inside projects. Lots of painting and moving for several offices. City of Fremont wants the firing range painted at Fremont PD. Going to ask Facility Management for new snow shovels. A cabinet full of tools was donated by Facility Management. Vehicle replacement for CWP will be worked on.	Bill Windnagel - Director		
Job and Family Services	<u>Melanie Allen – DJFS.</u> Melanie came in for her regular meeting with the Commissioners. See attachment A for agenda items. Melanie reviewed placement numbers and costs. They have worked hard on reunification and adoption. Thirty Days to Family program is working well and Children's Keeper program with Nate Koenig is now a tri-county program and working well. Sandusky County has had the fastest turn around with the Thirty Days to	Melanie Allen – Director		

	<p>Family. They have placed a child with family in eight days. Commissioner Reiter noted to Melanie they are going to ask Facility Management to have one of the newer conference room curtains pulled and replace one of the older ones when they begin renovations in that area. Melanie updated the Board on the possibility of relocating the PEAK service. There was discussion on the purpose of PEAK and what it entails. The point is to make the program efficient. Melanie did ask for assistance with security systems for the building. She did apply for a grant but she was not awarded funds. When the renovation begins she was hoping this could be included. Commissioner Zimmerman suggested talking to Ron Hiser, Facility Management Director, about adding this to his project.</p> <p>Melanie asked to discuss personnel issues. At 10:15am Commissioner Miller made a motion to enter executive session to discuss personnel issues, hiring and firing.</p> <p>At 10:19am Commissioners exited executive session</p> <p>Melanie finished covering agenda items.</p>	<p>Kay E Reiter Russ Zimmerman Scott Miller Melanie Allen Theresa Garcia</p>		<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>
* Resolutions (10:00am)	2020 - 63 APPROVING APPROPRIATION TRANSFER FOR FACILITY MANAGEMENT FROM SUPPLIES (\$687.32) TO TRANSFER ACCOUNT AND FUND TRANSFER FROM FACILITY AMANGEMENT TO OSS FOR REIMBURSEMENT OF DISCRETIONARY FUNDS	Facility Management	\$687.32	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 64 APPROVING FUND TRANSFER FOR DJFS FOR FEBRUARY MANDATED SHARE (\$16,064.50) AND JANUARY CHILD PLACEMENT COSTS (\$80,816.77)	DJFS	\$16,064.50 \$80,816.77	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 65 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTY WIDE AND FUND TRANSFER TO WORKERS COMP (\$7,100.00) FOR 2020 INVOICE PAYMENT	Workers comp	\$7,100.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3

	2020 - 66 APPROVING APPROPRIATION TRANSFER FOR SANITARY ENGINEER FROM CAPITAL OUTLAY (\$4,000.00) TO CONTRACT SERVICES FOR REPAIRS	Sanitary Engineer	\$4,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
Guardrail Bid opening	<p>Commissioner Reiter turned the meeting over to Carlos Baez, County Engineer, to open Guardrail Project bids. Two bids were presented. Carlos opened the bids and presented them to the group. Carlos noted this was the second bid opening on this project due to paperwork needed by ODOT not being present with the binds. The bid cannot be awarded until they are approved by ODOT. Commissioner Miller moved to tabulate the bids and award at a later date.</p> <p>Carlos wanted the Commissioner to be aware he is going out to bid on paving projects. Most of the projects would not be possible if it was not for the additional permissive tax passed last year. This is very important. He is working with two other entities on these projects to extend the work and include their funding to save money. There was discussion on other road paving projects.</p> <p>Commissioner Miller received a complaint about CR108. It has become a race track in that area since it has been paved. The citizen asked if anything could be done. It is more of an enforcement issue. Commissioner Reiter asked if the Commissioners could send a not to the State Highway Patrol regarding this matter.</p> <p>Carlos would like to get caught up on a few of the Ditch Petition projects that need to be completed. He wants to have these done this year.</p>	Carlos Baez - Engineer		*Motion: Move to award at a later date Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
Sheriff	<p>Chris Hilton – Sheriff. Sheriff is here for his regular meeting with the Commissioners. He didn't have much to cover. He is still in the interview stage for Dispatcher. He is hoping after training this person will be up and ready to work by this summer. Sheriff is having a personnel issue he would like to discuss.</p> <p>At 11:10am Commissioner Zimmerman moved to enter executive session to discuss personnel issues regarding performance.</p>	Chris Hilton – Sheriff Kay E Reiter Russ Zimmerman Scott Miller Chris Hilton Theresa Garcia		*Motion: Move to enter executive session Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3

	At 11:35am Commissioners exited executive session.			*Motion: Move to exit executive session Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	*** At 11:30am Commissioner Zimmerman had to exit session to participate in a conference call.			
Convention and Visitors Bureau	<p><u>Peggy Courtney – Visitors Bureau.</u> Peggy came in for her regular meeting with the Commissioners. Peggy does have the 2020 budget completed. She will forward it to the Commissioners. They were able to pay ahead 2020 invoices with 2019 funds. Peggy briefly went over some of the budget. They continue budgeting for the lease and maintenance agreements with the Fair Board. Peggy went down to Columbus for a Fishing Expo. The first night was slow but the second night was very busy. Commissioner Miller has seen the 2020 Fishing Cards and they have some great sponsors. He suggested talking to the River Coalition and get some input and help with that organization.</p> <p>The Visitors Guide is published and copies are being passed out. The Visitors Bureau is helping with the upcoming Basketball Tournament. They are still asking for donations and volunteers for the event.</p> <p>Commissioner Reiter noted Terra Community College is going to assist in some of the volunteer opportunities. Peggy contacted the new owner of the Christy Home. She informed them the Visitors Bureau could help promote the facility. There is a new facility opening in Bellevue that will be renovated and used for a VRBO and they hope to open in March. She was also contacted by a music video producer who would like to do a video in the Commissioners Building in the Old Jail. Commissioners asked to keep them informed through Administrator Garcia on this project to make sure it was appropriate for the County to be involved in. They are getting some great momentum with Bellevue and opportunities they have with the Visitors Bureau. The policy committee met last week and are moving forward with updating their policy.</p>	Peggy Courtney – Executive Director		
Public Open Session	<p>Citizens Attendees – see sign in sheet Media Attendees – none Elected Officials – Carlos Baez, County Engineer. Chris Hilton, Sheriff.</p>			

* Adjournment (12:20pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
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Signature of:

Kay E. Reiter

Kay E Reiter, President

Russ Zimmerman

Russ Zimmerman, Vice President

Scott Miller

Scott Miller

Board of County Commissioners, Sandusky County Ohio

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

Commissioners' Agenda

2/13/20

- I. **Placement Costs** –2019 amount \$937,532.87
 - a. **2020 costs:** are an average of 4 years each month, will invoice each month Jan to June (\$80,816.77)/ July to Dec each month will invoice \$83,034 (2020 total will be \$983,106.90 for placement). Will meet in March to discuss plans for unspent portion of funds.
 - b. **Current custody count: 21 (was 22 in Jan), took custody of 4 children in Jan**
 - i. Safe reductions this month: 1 adoption, 1 child to relative, 3 children reunified w parents.
 - c. 30 days update
 - d. Children's Keeper (Nate), tri-county update
- II. **Building issues**
 - a. Conference room project
 - b. Peak update
 - c. Security cameras?
- III. **Staffing**
 - a. Workforce reorganization / Program Manager – starts on 2/24
 - b. Agency staffing issues
 - c. Fremont City Schools- outreach position progress
- IV. **Misc.**
 - a. Executive- going well for everyone but Children Services.
 - b. Multisystem youth allocation, coordinating with FCFC and the systems of care group.
 - c. Met with JFSDA Director, Jan 22
 - d. Area 7 Directors training on 2/24, 2/25, will miss the dept head meeting.

