

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date:3/31/2020

Time: 8:00AM – 10:23AM

EMERGENCY MEETING

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

Present: Theresa Garcia; County Administrator

Others Present: Lisa Kuelling (in person), Ron Hiser (teleconference), Tom Fullen (teleconference)

(*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	<p>The 3/24/2020 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.</p> <p>The 3/13/2020 special session minutes were reviewed/approved by the Board.</p>	<p>Kay E Reiter Russ Zimmerman Scott Miller</p>		<p>*Motion: Move to Approve minutes for 3/24/2020 Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p> <p>*Motion: Move to Approve minutes for 3/13/2020 Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p>
Commissioners and Administrator Discussion	<p>Commissioner Reiter was asked to join a call with the Mayors of Fremont, Gibsonburg and Bellevue on Sunday afternoon, 03.29.20. They were concerned about not receiving updates on the Covid-19 spread. Commissioner Reiter did talk to the three Mayors and noted they are all receiving a SIT (Sandusky County Daily Situational) Report from EMA daily, as she did review the email list with them. She was not sure what else they needed to have. Commissioner Miller also had a call from Mayor Sanchez, City of Fremont, and his Administrator Bob Gross. Mayor Sanchez informed Commissioner Miller he did not feel like the Mayor was getting a personal report. Commissioner Miller did</p>	<p>Kay E Reiter Scott Miller Russ Zimmerman</p>		

	<p>shared that the Commissioners are viewing the SIT report as all other officials are doing. Commissioner Zimmerman stated that EMA Director and Health Commissioner are both very busy and do not have time to update everyone by a personal phone calls that is over 130 people. This is why they are keeping everyone up to date with the SIT report but they will take personal calls if anyone needs more information. Commissioner Reiter explained that each community official needs to follow the guidance and make their community decisions based on daily updates from the county EMA/Health Dept. and Governor DeWine's team.</p> <p>Commissioner Reiter and Administrator Garcia have since spoken to the county EMA Director and Health Commissioner and they shared that they both, EMA and Health Commissioner, have been in continuous contact with the Administrators in the Cities and Villages that were concerned. After this discussion, Commissioner Reiter suggested that the EMA Director and Health Commissioner invite all the mayors to join the First Responder weekly COVID19 calls on Friday mornings at 9:15 am. Commissioner Reiter asked for an email to be sent to the mayor's and their administrators, encouraging them to join the call to hear what is being reviewed. This should help to keep them in the loop.</p>			
	<p>All Commissioners received by email an update from Prosecutor, Beth Tischler, on the new open meeting guidelines. Administrator Garcia read the document to the group. There was a question on signing documents if it comes to a point we would not meet face to face but by teleconference. Administrator Garcia is going to get an opinion from Prosecutor Tischler.</p>	Kay E Reiter		
	<p>Sheriff Hilton called Administrator Garcia about assisting EMA or Board of Elections with staffing needs. The sheriff will ID what staff he has recently sent home due to the COVID19 'self-distancing' order, could be of some assistance.</p> <p>The Commissioners asked Theresa to please thank him for his assistance.</p>	Theresa Garcia		
EMA	<p>Lisa Kuelling – EMA Director. Lisa stopped by and the Commissioners asked her to step in to talk with her. Commissioners reviewed the earlier discussion regarding the Mayors with Lisa.</p> <p>Commissioner Reiter asked if someone working in Ohio but lives in another State can be tested in Ohio or if it had to be done in their home state. Lisa shared that</p>	Lisa Kuelling-Director		

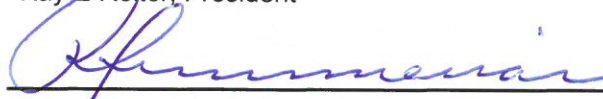
	<p>most locations are sending them to their home state. Lisa talked to the Commissioners about an email from DJFS Director regarding PPE. Unfortunately she does not have the inventory to be able to supply the request. She will be contacting Melanie Allen, DJFS Director, and talk to her about this and some procedural suggestions. Lisa did discuss how she has been ordered by state EMA officials to begin to prepare for potential mass burials and secure temporary cold storage units. Lisa is working with Ron Hiser, Facility Management Director, on identifying parcels owned by the County that could be used if it becomes necessary.</p>			
* Then /Now Documents	<p>Three certificates were presented by the Commissioner's Office. Two certificates were late invoicing by GLCAP for 2019 grant projects and 2019 PO's are closed, the third certificate there was a PO for one insurance deductible and we received two. Three invoices make up these certificates. GLCAP - \$5,000.00 GLCAP - \$36,240.00 CoRSA - \$2,500.00</p>	Commissioners	<p>\$5,000.00 \$36,240.00 \$2,500.00</p>	<p>*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p>
* Personnel	None			
* Travel Requests	None			
Facility Management	<p>Ron Hiser – Facility Management. Ron called in for his regular meeting with the Commissioners. See attachment A for agenda items. Ron and Susan Rice, Housekeeping Supervisor, reviewed procedure and protocol with the cleaning company. They do a Clorox 360 spray in the facilities. ADA door opener install in the courthouse has to be postponed because the materials needed have been back ordered. Ron also shared that his dept. has been helping EMA and working with 2-man crews until further notice.</p>	Ron Hiser - Director		
* Resolutions (10:00am)	<p>2020 – 107 APPROVING CHANGES TO THE AMENDED SANDUSKY COUNTY PREVENTION, RETENTION, CONTINGENCY (PRC) PLAN FOR DJFS</p>	DJFS		<p>*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3</p>
	<p>2020 - 108 APPROVING THE REPORT OF THE CITY OF FREMONT TAX INCENTIVE REVIEW COMMITTEE (CFTIRC) OF EXISTING ENTERPRISE ZONE AGREEMENTS FOR YEAR 2019</p>	City of Fremont		<p>*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3</p>

	2020 - 109 APPROVING SUPPLEMENTAL APPROPRIATION AND FUND TRANSFER FOR BOARD OF DD FROM GENERAL FUND TO RESERVE FUND (\$137,000.00) PER ORC 5705.222	Board of DD	\$137,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 110 APPROVING SUPPLEMENTAL APPROPRIATION TO PI CONTRACT SERVICES (\$5,683.52) FOR 2020 PLAQUE AND SUPPLIES (\$670.00) FOR BOE DROP BOX	Commissioners PI	\$5,683.52 \$670.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 111 APPROVING SUPPLEMENTAL APPROPRIATION TO COMMISSIONERS TRANSFER AND FUND TRANSFER TO EMA (\$43,100.0) AND CWP (\$15,000.00) TO CORRECT ADVANCES THAT SHOULD HAVE BEEN TRANSFERS	EMA & CWP	\$43,100.00 \$15,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 112 APPROVING SUPPLEMENTAL APPROPRIATION TO AUDITOR CONTRACT SERVICES (\$38,431.10) FOR 2019 NEW WORLD INVOICE	Auditor	\$38,431.10	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 113 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM OTHER AGENCY (\$50,000.00) TO SUPPLIES FOR INCREASED SUPPLY NEEDS	Board of DD	\$50,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
Public Open Session	Citizens Attendees – none Media Attendees – Tom Fullen, Eagle 99 Elected Officials – none			
	Tom Fullen, Eagle 99, was on the conference call. He asked if the Commissioners about what they have done regarding budgets. The memo to the elected officials was shared with Tom. He also asked about the 2020 festivities that had been planned for April 1 st . This has been postponed. Commissioner Miller talked about the monument that was going to be unveiled and the unveiling would be done at a later date.			
* Adjournment (10:23am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3

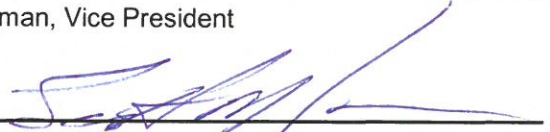
Signature of:



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 March 30th 2020

* Denotes action needed

1. We are working with our commercial cleaner to set-up new schedules (as departments are working remotely) and stressing the importance of cleaning high touch areas. We have reviewed our cleaning disinfectants to insure that they are very effective in killing viruses. We have set-up procedures and protocols in the event of a positive case in one of our buildings.
2. We are assisting EMA with material handling and deliveries.
3. We are helping out with mail deliveries on countryside drive as needed.
4. North-coast security is working on the master key system at the courthouse.
5. New Front Door for the Commissioners Bld. is scheduled to be installed the first week of May.
6. The ADA door opener's installation date was scheduled for first week of April. However this will be delayed because back-orders of materials due to the pandemic.
7. We are continuing to work with the Poggemeyer Design Group on the F.M. and Building department renovations. Jason stated that they should be ready to advertise in a week or so.
8. Working with the BOE and Vet's to install new access controls and panic alarms.
9. The concrete work repairs and moving the sign to the north walkway have been scheduled as soon as the weather permits at Flag Park.
10. We are working with GLCAP on the CDBG funded Sandusky Co. Board of DD Senior Center kitchen renovation project.
11. We are working on developing designs and costs for installation of security equipment at the Woodville Court location.
12. We are working on getting a design and cost for zoning the HVAC for Woodville Court.
13. Additional ice breakers to protect the new ADA ramp area are scheduled to be installed by the end of April.