

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 7/7/2020

Time: 8:00AM

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

Not Present: Theresa Garcia; County Administrator

Present: Jaime Wolfe - acting meeting recorder

Others Present: In person: Bill Windnagel, Atul Chopra; via conference call: Ron Hiser, Holly Elder, Tom Fullen and a caller joined the meeting but did not state their name for the record so they were removed from the call.

(*action items)

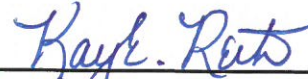
| AGENDA ITEMS | BRIEF DESCRIPTIONS / ACTION STEPS: | PERSON RESPONSIBLE: | DOLLAR AMOUNT: | MOTION / VOTE |
|---|--|--|----------------|---|
| Call to Order Pledge of Allegiance (8:00am) | | Kay E Reiter, President | | |
| *Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices | The 6/25/2020 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: Zimmerman 2nd: Miller Yes – 3 |
| Review of External board / Meetings Attended by Commissioners | Mental Health Board- The Commissioners were unable to attend via conference call. | | | |
| Commissioners and Administrator Discussion | The Sandusky County Visitors Bureau spoke to Theresa and asked for the Commissioners to have a discussion on starting up the jail tours again and that the Visitors Bureau would be willing to clean and sanitize after the tours. At this point in time the Commissioners would like to wait to see what happens in the near future with COVID- 19. The Commissioners agreed they are not prepared to open the building just yet to the public in that dynamic. | Jaime Wolfe | | |
| | Discussion was had on an email that Commissioner Zimmerman received from a lady at Wightmans Grove she has not been able to do anything with her property but pay taxes. Commissioners Zimmerman followed up | Russ Zimmerman | | |

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| | with an email to her about the where Conservancy District funding status and the sewer system project status. | | | |
| | Several entities called Commissioner Zimmerman back on how SafeBuilt is working for them and followed up with Commissioners Zimmerman about the presentation that they recently gave the Building Code Advisory Committee and he stated to them they have looked into their projects and seems as if they are exactly what they have presented to the committee. The committee will be having further discussion on the next steps with the building code department. | Russ Zimmerman | | |
| * Then /Now Documents | <p>One certificate was presented by the Sheriff's Office. 2019 Medical service invoice and no 2019 PO available. One invoice makes up this certificate. Omni Health Services - \$118.70</p> <p>One certificate was presented by County Court. Court was unaware of invoice until it was received. One invoice makes up this certificate. Corporate Anointing Ministries - \$5,948.18</p> <p>One certificate was presented by the Dog Kennel. PO was not in place for Facility Management and they purchased a new door knob for the safe door. One invoice makes up this certificate. North Coast Security - \$50.00</p> | <p>Sheriff</p> <p>County Court</p> <p>Dog Kennel</p> | <p>\$118.70</p> <p>\$5,948.18</p> <p>\$50.00</p> | <p>Motion to approve certificates</p> <p>1st- Scott Miller</p> <p>2nd- Russ Zimmerman</p> <p>Yes- 3</p> |
| * Personnel | None | | | |
| * Travel Requests | None | | | |
| Community Work Program (CWP) | <p><u>Bill Windnagel - Community Work Program</u></p> <p>Discussion was had on the mowing equipment and Bill states so far it is working well for the most part. He has inmates that are able to keep up on the maintenance or willing to learn how to do the maintenance. Commissioners suggested during budget each year Bill look to start replacing some of the older mowers. Bill mentioned that the Sheriff has done a good job of trying to keep Covid-19 out of the building and that restrictions have been eased up so they have been able to do work indoors as well as outdoor work.</p> | Bill Windnagel | | |
| IT | <u>Atul Chopra- IT.</u> Atul presented Attachment A with a list of projects the IT staff has been working on. Discussion | Atul Chopra | | |

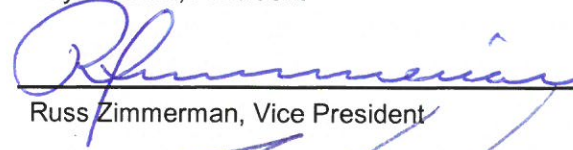
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| | <p>was held on the list which included bringing the DUO two factor authentication in house for a cost savings to the county along with several server projects that they are working on. Common Pleas just purchased video conference equipment so that they can do video conference with prisoners to eliminate unneeded transport of prisoners and IT has completed and tested that installation. They have changed the Email filtering system to an in house cloud that allows the system to scan and run an antivirus on all emails. Approximately 25K-30k emails are getting stopped a day. IT reassured the City that they are always available to be a part of meetings about new software and programs that they are looking to purchase so that they can make sure the lines of communication between vendors, the city and IT clear. The Ohio Telecom contract is up in 2024 so they will be looking at vendors for that. Most phones are internet based phones however Atul believes it is important to have a few old landline phones in case of a major internet outage or a major crisis arises.</p> | | | |
| Facility Management | <p>Ron Hiser- Facility Management. Ron attended his meeting with the Commissioners by teleconference. See attachment B for the agenda items. Today the HVAC work for Commissioners office began with both units being replaced. They will also go out to JJC for the control room for work out there as well. Met with an HVAC company for IT server room because the system is old and has some issues and will need a backup to ensure the equipment in that room is safe due to the excessive heat. The staff is staying busy with the AC units in the county with the warm temps.</p> | Ron Hiser | | |
| * Resolutions (10:00am) | <p>2020 - 202 AWARDING BID TO MIDWEST CONTRACTING, INC. 1428 ALBON ROAD, HOLLAND, OHIO 43528 FOR BETTER BUILDING CAPITAL IMPROVEMENTS BID PACKAGE #1</p> | Commissioners | \$1,179,540.00 | *Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3 |
| | <p>2020 - 203 APPROVING SUPPLEMENTAL APPROPRIATION TO SHERIFF LEF FUND CONTRACT SERVICES (\$130.00) FOR ADVERTISEMENT</p> | Sheriff | \$130.00 | *Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3 |
| | <p>2020 - 204 PURSUANT TO SECTION 5705.03 OF THE REVISED CODE REQUESTING THE SANDUSKY COUNTY AUDITOR TO CERTIFY TO THE BOARD OF COUNTY</p> | 911 | | *Motion: Move to Approve resolution Moved by: Russ Zimmerman |

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| | COMMISSIONERS THE CURRENT TAX VALUATION OF SANDUSKY COUNTY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A RENEWAL OF 0.3 (3/10) MILL TAX LEVY FOR THE ONGOING PURCHASE AND MAINTENANCE OF EQUIPMENT AND THE OPERATIONAL SERVICES OF THE 911 SYSTEM IN SANDUSKY COUNTY, EXCLUDING THE CITY OF BELLEVUE AND THE VILLAGE OF GREEN SPRINGS | | | 2nd: Scott Miller Yes - 3 |
| | 2020 - 205 APPROVING APPROPRIATION TRANSFER FOR COUNTY COURT COMPUTER FROM WAGES TO BENEFITS (\$2,342.99) AND CONTRACT SERVICES TO SUPPLIES (\$1,000.00) TO COVER NEGATIVE BALANCES | County Court Computer | \$2,342.99 \$1,000.00 | *Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3 |
| Tom Fullen | Asked about the project #1 bid and what that included. Commissioner Zimmerman spoke of the project and that it included Facility management moving into the Peak building and the Facility Management building being turned into the Building Code Department. | | | |
| Public Open Session | Citizens Attendees – Holly Elder Media Attendees – Tom Fullen Elected Officials – none | | | |
| Amy Hoffman | Amy Hoffman brought in the recertification for the electric aggregation which needs to be signed every 2 years. Commissioner Reiter signed the recertification and it will be notarized by office personnel staff. | | | |
| * Adjournment (10:29am) | 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

Financial Changes

- Items that have been reduced, delayed or eliminated
 - Reduced - DUO two factor authentication – \$1200/month (old cost) / \$600/month (new cost) – working on migrating current DUO users to FortiAuthenticator
- New servers for virtual controller – approximately \$5000 - \$6000

Current

- Virtual servers – new servers received and racked, currently working with HP on migration plan
- Common Pleas – new video conferencing/arraignment equipment installed and tested
- Server room – eliminated servers, cleaned up room and network setup
- Email filter/archive – migrated to cloud based email filter for county users. Email archiving setup and operational. City email filtering migrated to cloud as well
- Clyde court – finishing Henschen equipment installation
- SC Engineer – new server/network equipment installation started
- Fremont Police – New radio equipment installed, working through issues
- Remote – everyone that needs remote has been setup and tested
- 2FA (two factor authentication) – currently setting up remaining county users, one department at a time
- Backups – linux repository setup and working, in the process of setting up cloud backup
- Antivirus – all endpoints installed.
- Antiphishing – KnowBe4 continuing campaigns. Results to be compiled and emailed within 2 weeks
- Security – continued updates to routers/servers
- Internet access – new policies implemented that allow for more access, while still being safe
- Server migrations – New primary and juvenile migration server started. Starting mainserver migration this month
- 911 phone system – all circuits tested and confirmed. Train the trainer complete. Tentative go-live of 7/29/20
- 911 CAD – conversion currently being verified
- City of Fremont – assisting auditor with new accounting system
- Aiphone – install safe harbor system at Gibsonburg PD, quoting installation for AD Pro
- Parks – network services installed at multiple locations
- Dispatch – new camera system install
- City – WRCC –working on migrating their data network
- City – Phones – worked with Perry on phone changes and training
- City – Rec – 24 hour access issues remain, working with vendor to remedy
- City – PD – working with new radio vendor to implement digital radio system
- Woodville PD – working on completing safe harbor system

Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated July 7th 2020

* Denotes action needed

1. We are working on securing the AEP rebates for up-coming projects including, the JDC LED lights, The Jail LED lights, and the Jail variable frequency drives (VFD) units.
2. The installation of the Commissioners Building second story HVAC is to start today (July 7th). This will include up-grading both of the units in the attic and reworking the ductwork.
3. Last week after the short power outage the TRIPS generator failed to switch properly. The main board in the ATS was bad and we had it replaced Thursday (July 3rd) tested okay.
4. We met with a HVAC contractor on the I.T. server room air conditioner issue. They are quoting to install as a secondary source of cooling for this area. Quote in process
5. The JDC controls project is still being reviewed by Poggemeyer and JDRM.
6. The Veteran's office has been sanitized and it good to go.
7. Working with CORSA on building tours for insurance purposes.
8. The Poggemeyer group has recommended Midwest to be the contractor for the new building department and F.M. projects. Midwest was the lowest bidder and we are working on setting up meetings to get these projects moving forward.
9. The next bid package, which would be for the Sheriff's Office and the Service center had the advertising for Bids 6/10 & 6/17, with the Pre-Bid Meeting on 6/18. The Contractor Site Visits are scheduled for 6/24, and the Bid Opening 7/14. We have placed the order for the AHU's to save time and insure that the roof can be installed in warmer weather and seal properly.
10. The new Veteran's Park arch has been installed and stone columns finished. The Granite Column foundation has been installed, with the actual granite monument scheduled to be installed in August.
11. The service center director and associates toured the PEAK location June 30th to look over the remaining equipment, tools, and office equipment. We are working with them to devise a plan on how to handle these items. F.M. is also working with their accounting department for PEAK's end of the year reconciliation report.
12. During this past hot spell the AC unit in the communications center phone room went out. It has been replaced.
13. We are working with W.R. Meyers and AT&T on a new structural analysis report for the 412 tower. AT&T is looking to do some up-grades and wants to insure the towers condition.
14. We have scheduled the installation of a new security wall and door on the second floor of the Woodville Court. The construction is underway.
15. We have secured contracts for the Generators and UPS's maintenance and testing.
16. We are working with the BOE on installing a security wall at their front counter location. PO# has been issued.

