

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 8/4/2020

Time: 8:00AM – 11:04AM

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

Present: Theresa Garcia; County Administrator

Others Present by teleconference: Holly Elder, Atul Chopra, Will Chambers, Jaime Wolfe, Tom Fullen

Others Present: Ron Hiser, Kelly Askins, Gwen Soule

(*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 7/30/2020 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 Reiter had Board of Revisions meeting last Thursday. They heard three commercial and five residential revision requests. There was only one they did not approve revisions for. They had twelve cases where they received no response from owners. One case was canceled because it was the second time they were asking for a reduction and that is not allowed according to ORC. One case was withdrawn by the home owner. They are done for the year.	Kay E Reiter		
	Commissioner Reiter met with the Property Committee for Visitors Bureau. They have looked at remodeling the current office and are looking at possible sites they could relocate the office. They are not in a hurry since the Fair Board has agreed to lease on a month to month basis.	Kay E Reiter		

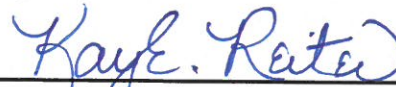
Commissioners and Administrator Discussion	<p>Commissioner Reiter wanted to talk about out of state travel of County Employees. Jaime Wolfe, HR Specialist, joined the conversation. Jaime is going to sit on a webinar tomorrow regarding how to handle out of state travel. She will let the Commissioners know if we should expand the current recommendation to the Departments.</p>	<p>Kay E Reiter</p>		
	<p>Commissioner Reiter wanted to acknowledge an email received from Prosecutor Tischler regarding some clarifications she would like to see made on the record from past minutes.</p> <p>On 7/21/2020 Prosecutor Tischler entered the meeting after the Commissioners began discussion regarding covering attorney fees for Judge Fiser and was not present when the Commissioners voted not to pay for the attorney fees. She was informed of this decision later in the meeting.</p> <p>On 7/28/2020 Prosecutor Tischler wanted to clarify that she nor Judge Smith met personally with the Judges to discuss the hiring issue of the new probation officer for Woodville Court that all settlement discussions took place via telephone as they attempted to mediate the difference to avoid litigation. The agreement to pay attorney fees for Judge Fiser were not discussed with Judge Kolesar.</p>	<p>Kay E Reiter</p>		
	<p>Commissioner Miller wanted to talk about our update from EMA and the Health Commissioner that we had last Friday. It was interesting to hear the Covid-19 affects will run into 2021 and possibly in to 2022.</p>	<p>Scott Miller</p>		
	<p>Commissioner Miller attended the Farmers Market on Saturday. It was well attended and one of the events that has been able to move forward through the pandemic. There was a good turnout.</p>	<p>Scott Miller</p>		
	<p>Commissioner Miller attended the EMS maneuverability testing at Terra Community College. He actually went through the test and did pretty well. It is an intense hands on training for the medics.</p>	<p>Scott Miller</p>		
	<p>Commissioner Miller attended the Rice Township Trustee meeting. They asked if the Commissioners could help with requests to the Health Department on abandoned buildings and some septic improvement grants for home owners. They also had concern</p>	<p>Scott Miller</p>		

	regarding the termination of Mark Mulligan as Assistant Prosecutor and who would be replacing him.			
	Commissioner Miller was scheduled to meet this afternoon with several individuals to discuss the No Wake Zone out at Wightmans Grove. That meeting has been postponed. The Wightmans Grove Conservancy is looking for support and patrolling of the No Wake Zone in their area.	Scott Miller		
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Facility Management	Ron Hiser – Facility Management. Ron came in for his regular meeting with the Commissioners. See attachment A for agenda items. Ron talked about the cooling system in the server room at the Courthouse. They need to update the system so it is a redundant system. The quote he received was for \$16,000.00. Commissioner Zimmerman made a motion to have the unit installed. They are having a pre-construction meeting today at 10:00am for the Better Building Phase I package. Ron has been working on purchasing PPE items for countywide use.	Ron Hiser - Director		*Motion: Move to Approve cooling installation Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
IT	Atul Chopra – IT. Atul Chopra and Will Chambers called in for their regular meeting with the Commissioners. See attachment B for agenda items. They did find State provided training that is free to the County and they will be discontinuing Skill Soft training and cutting that expense. Will reviewed the current projects they are working on.	Atul Chopra – Supervisor Will Chambers – IT Specialist		
Dog Kennel	Kelly Askins – Dog Kennel. Kelly came in for her regular meeting with the Commissioners. See attachment C for agenda items. Kelly presented license sales and kennel status information with the Commissioners. She is continuing to train her new staff. She talked about microchipping all dogs that are adopted. She may have to increase adoption fees to cover this expense. Kelly talked about the mandate to present a rabies certificate for a dog tag. She feels like	Kelly Askins – Dog Warden		

	the first year should be recommended and the following year will be mandatory. The Commissioners felt Kelly should make a decision that worked best for the Kennel. Kelly reviewed a fund raiser a local group is going to host to donate funds to the Alpha Project.			
* Resolutions (10:00am)	2020 - 239 APPROVING APPROPRIATION TRANSFER FOR DJFS CHILDRENS SERVICES FROM UTILITIES (\$50,000.00) TO OTHER PAYMENTS TO COVER ANTICIPATED EXPENSES THRU THE END OF THE YEAR	DJFS	\$50,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 240 APPROVING SUPPLEMENTAL APPROPRIATION TO DOG KENNEL SICK DOG FUND SUPPLIES (\$400.00) FOR T-SHIRT FUND RAISER	Dog Kennel	\$400.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 241 AWARDING BID TO MULTIPLE CONTRACTORS FOR BETTER BUILDING CAPITAL IMPROVEMENTS BID PACKAGE #2	Better Building	\$434,450.00 \$775,817.00 \$176,650.00 \$1,529,500.00 \$249,500.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 242 APPROVING SUPPLEMENTAL APPROPRIATION TO BOARD OF ELECTIONS SECURITY FUND CONTRACT SERVICES (\$4,000.00) FOR TINTING	Board of Elections	\$4,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 243 ENTERING INTO CONTRACT WITH MIDWEST CONTRACTING, INC. 1428 ALBON ROAD, HOLLAND, OHIO 43528 FOR BETTER BUILDING CAPITAL IMPROVEMENTS BID PACKAGE #1 (\$1,179,540.00)	Commissioners	\$1,179,540.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	Commissioner Zimmerman left session to attend the pre-construction meeting at Facility management.			
OSU	Gwen Soule – OSU Extension. Gwen came in for her regular meeting with the Commissioners. She is working closely with the Health Department on what they can and can't do with their programs. It is very different. She updated the Commissioners on 4-H. Normally they do judging face to face but they will have to make adjustments for this. They are not able to hold the shooting sports do to distancing issues during the	Gwen Soule - Educator		

	<p>program. They have had to revise several of the programs to meet Covid guidelines. They are down to 300 projects to judge this year. Some will be done by ZOOM and others face to face. They were already preparing to make adjustments to the fair prior to the Governors orders to only do Junior Fair. Allen Gahler, Educator, is continuing research at the research farm. The fairs were given money for a safe fair and the limitation of how the fairs are being set up. They are wondering how to use the funds. The Fair Board will most likely be working the ticket booths and other areas to save on expenses. They received a United Way Grant for camp they believe they will have to return since they will not be holding camp this year. She would like to see this go to a program that needs the funds. Katie Schlagheck, Educator, is continuing to do her lunch and learn programs. She had great attendance from Sandusky and Ottawa County employees on these programs. They are hoping to do some of these classes on line for schools.</p>			
<p>Public Open Session</p>	<p>Citizens Attendees – none Media Attendees – none Elected Officials – Tom Fullen, Eagle 99. Craig Shoup, News Messenger</p>			
<p>* Adjournment (11:04am)</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 – 2 (Zimmerman absent)</p>

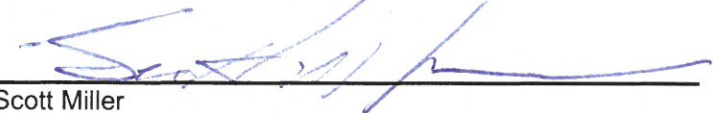
Signature of:



Kay E Reiter, President



Russ Zimmerman, Vice President



Scott Miller

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Gourea
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 August 4th 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, the *BOH lights*, and the Jail variable frequency drives (VFD) units. The Lighting projects will start the first week of August.
2. The Commissioners Building second story A/C is mostly finished. They will return to install the hot water heating coils and low ambient controls at a later date.
3. We have received quotes to install a secondary source of cooling for the courthouse server room. (quote)
4. Last week CORSA toured our building locations for insurance purposes.
5. Annual Department Self-inspections forms for 2020 have been distributed to identify issues and concerns.
6. The Poggemeyer group has scheduled a pre-construction meeting with Midwest, the contractor for the new building department and F.M. project. This meeting is set for August 4th at 10:00 am.
7. Last week Post-bid interviews were held with the Poggemeyer Group and the contractors. Following these interviews, the Poggemeyer Group issued the bid package #2 recommendation letter for the commissioner's review.
8. The HVAC for the control room at the JDC is complete.
9. We have some sprinkler pipe leaks at the Service center that will be addressed this week.
10. The flooring in the PEAK office has been removed and this area is ready for renovations.
11. The loading dock and structure is scheduled to be removed the week of August 10th.
12. 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.
13. We have scheduled the installation of a new security wall and door on the second floor of the Woodville Court. There was an issue with the card reader strike however it has been resolved.
14. We have issued a PO# to repair a sink hole behind the communications building
15. We are working with the BOE on installing a security wall at their front counter location.
16. Quote for security film for the BOE has been received and processed.
17. We are in the process of securing additional PPE for the county's use.
18. Planned maintenance has been performed on all county generators. Deficiencies are being addressed.
19. Planned maintenance has been scheduled for August 24th for the UPS systems at the Jail, Communications Center, JDC and Courthouse.

Financial Requests/Changes

- Items that have been reduced, delayed or eliminated
 - Eliminated Skillsoft training (approximately \$3000/year)

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. Working on streamlining connectivity
- Email filter/archive – archiving enabled and working.
- Clyde court – finishing Henschen equipment installation
- SC Engineer – new server/network equipment installation started
- Fremont Police – New radio equipment installed, working through issues
- 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 – Go live delayed, ALL format being verified
- 911 CAD/RMS/JMS – conversion currently being verified
- City of Fremont – migrating accounting system from on premise to cloud
- Aiphone – Gibsonburg PD safe harbor being installed on 8/4/20, quoting installation for AD Pro
- Parks – network services installed at multiple locations
- Dispatch – new camera system being installed
- City – WRCC –working on migrating their data network
- City – Phones – worked with Perry on phone changes and training
- City – PD – digital radio system installed, working with vendor to address issues
- Woodville PD – working on completing safe harbor system
- EMS/Sanitary Eng – WIFI and video security project
- Woodville Court – network and video security project
- Remote access – still working with departments to allow access, acquiring hardware and licensing
- Too many additional fun items to list!!

Scheduled/Completed Trainings

Multiple webinars through the ASPCA are scheduled for all kennel staff.

New deputies undergoing continued training.

To Discuss

Microchips- only kennel dogs beginning in January? We will need to up the adoption price?

Rabies Discussion with Dr. Zimmerman- have we heard back from Prosecutor?

Mass Notification Program

We have only 801 un-renewed dog licenses for this year. We have been working diligently to get this number as low as possible.

Need Resolution regarding the \$2 discount for this year only if rabies certificate is turned in to the DW's office when acquiring the license.

Events

Cleveland Bikers for Charity reached out to me in regards to donating the funds from their next Poker Run to the kennel for the Alpha Project. Their most recent run had over 250 bikers. You can check out their Facebook page and see the great work they do. I would need to travel out of county to speak at the event, but just to Sandusky, Oh. One of our Veterans who adopted one of our dogs would be speaking as well. When I last spoke to them, they had finalized the decision to choose the Alpha Project for the next ride. See attached 'Save the Date'.

T shirt contest- Winning design was chosen. We did have to adjust the design to be less expensive. The T-shirt fundraiser should begin towards the end of August.

Parkview's 2020 Dog Show 9/10/2020

Humane Related

Humane Related Welfare Checks- Unfounded- 3
Education Needed- 12
Charges Filed 0
In Court 1

Questions?

County Commissioner's Meeting

Dog Warden's Office

July 28th, 2020

<u>2020 Dog License Sales</u>	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	10,679	10,479
1 Year Dog License Late	637	579
1 Year Partial License	63	20
3 Year Dog License	111	104
3 Year Dog License Late	13	25
3 Year Partial License	6	2
Dangerous Dog License	14	16
Duplicate License	6	16
Kennel License	22	24
Kennel License Extra	31	13
Permanent Dog License	17	15
Service Dog License (Free)	13	11
Transfer In	6	13

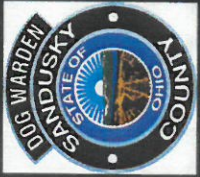
Kennel Census

June 2020	July 2020
Impounded- 26	Impounded- 40
Redemptions- 12	Redemptions- 25
Adoptions-14	Adoptions- 10
Euthanized- 0	Euthanized- 0
Transferred- 1	Transfer- 2

Kennel Incidents

June 2020	July 2020
Aggression- 2	Aggression- 4
In Vehicle- 6	In Vehicle- 1
Bite- 12	Bite- 9
Humane- 17	Humane- 16
RAL- 36	RAL- 32
Sick/Injured- 1	Sick/Injured- 2

Requested graphs and charts are attached.



Sandusky County Dog Warden License Sales

Licenses	2017	2018	2019	2020
1 Year License	11,049	10,986	10,676	10,479
1 Year License- Late	562	590	637	579
1 Year License- Partial	78	81	63	20
3 Year License	62	157	111	104
3 Year License- Late	13	20	13	25
3 Year License- Partial	6	8	6	2
Dangerous Dog License	9	14	14	16
Duplicate License	31	30	6	16
Kennel License	22	22	22	24
Kennel License- Extra	127	33	31	13
Permanent License	10	19	17	15
Permanent License- Late	-	1	2	4
Transfer In	1	1	5	13
Service Dog License	-	-	11	11

