

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 10/27/2020

Time: 8:00AM – 11:56AM

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

Present: Theresa Garcia; County Administrator

Others Present by Teleconference: Kay E Reiter, President, Ron Hiser, Kelly Askins, Holly Elder, Tom Fullen,

Others Present: John Cheatham, Bethany Brown, Martha Bowen, Carol Wattlely, Judge Jeremiah Ray, Sarah Zimmerman, Michelle Mong

(*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 10/22/2020 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: Kay E Reiter Yes – 2 (Zimmerman abstain)
Review of External board / Meetings Attended by Commissioners	Commissioner Miller was unable to attend the Health Department meeting but was able to touch base with the Board Chair. They talked about the changes at the Coroner's Office as well as other business.	Scott Miller		
	Commissioner Reiter attended the Building Code Advisory Committee meeting. They discussed moving forward with SAFEbuilt and talked with John Cheatham regarding how quickly we had to move with opening the office. John will be handling all the projects until he hires a Chief Inspector. They talked about pushing a press release out to make everyone aware we are up and running. Dave Wellington, Committee Chair, asked if the press release could mention why it is important to have a building code office. This release is to go to contractors first and then to media. Their N. 5 th Street office should be open mid-November. Commissioner Reiter had agreed to compose the press release for the	Kay E Reiter		

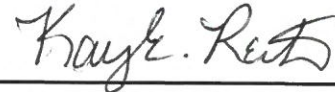
	Commissioners to sign.			
	<p>Commissioner Reiter attended the Regional Airport meeting. Rick Holland was also at the board meeting. Reiter asked some questions in regards to their balance sheet. She also shared that it looks like the fuel sales issues has been addressed. The board discussed the 2021 budget and they discussed suggestions on how to budget for fuel sales. They did share that they have not paid the Hangar Insurance to date and have asked the Commissioners about assisting with the payment. Commissioner Reiter asked them to send the invoice and she asked Administrator Garcia to set up a meeting to talk about this concern. The Hinkle Report Audit is almost complete and it appears it is going ok with little to no questions for the airport staff. The airport staff are working with a local private owner regarding the proposed building of another Hangar on airport property.</p>	Kay E Reiter		
	<p>Commissioner Reiter and Miller attended a Special Land Bank Board meeting by teleconference. The board reviewed and approved the revised purchase agreement on the property located on Arch Street, Fremont, along with addressing the recent resignation of the Land Bank Coordinator, Chris Grover. Mr. Grover has agreed to stay on to assist in the training of a new Coordinator.</p>	Scott Miller Kay E Reiter		
	<p>Commissioner Reiter had a Community Corrections Board meeting by ZOOM. They are trying to get their leadership roles set for the Board as some individual no longer are on this board. They are having a hard time appointing a new Vice-Chair and Recorder for the Board. This is a mandatory board and needs to be set. They are going to recruit to see if they can get someone to volunteer.</p>	Kay E Reiter		
	<p>Commissioner Miller attended the SCEDC board meeting last week. They met on Terra State Community College campus in The Neely Center. The set up was done to be able to keep social distancing due to the size of the board. Their conversation was mostly on workforce related issues - how to retain and attract a local workforce. SCEDC Director Beth Hannam discussed how they are talking about attracting high school students to join and stay in the Sandusky County area. There was discussion on our local workforce. It was shared that SCEDC's Finances were better in October than what they thought they would be. Whirlpool - Clyde replaced their representative for the SCEDC board but he was unable to attend this board</p>	Scott Miller		

	meeting according Commissioner Miller.			
Commissioners and Administrator Discussion	The Commissioners were reminded that CARES Act dollars must be spent by mid-November. The commissioner's office continues to work with the auditor's office on addressing the proper use and distribution of CAREs Act funds. The Sandusky County school district CARE Act grant information for 11 schools districts went out last week and the remaining funds will be used for public safety COVID costs. Chief Jackson had made a suggestion to use the funds to assist in communication for law enforcement by purchasing MARC's radios.	Theresa Garcia		
	Commissioner Reiter has recently reached out to Tim Wasserman to ask if he would consider assisting the OSS Solid Waste District until a new Director is hired. The goal would to use his assistance with the 10-year EPA Plan as it is starting to move forward under the guidance of the District Policy Committee.	Kay E Reiter		
* Then /Now Documents	One certificate was presented by the Board of DD. NO estimate for this part of the house project was received and a PO was not obtained. One invoice makes up this certificate. Burkett Industries - \$5,385.35	Board of DD	\$5,385.35	*Motion: Move to Approve certificate Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
* Personnel	None			
* Travel Requests	None			
Facility Management	<u>Ron Hiser – Facility Management.</u> Ron attended his regular meeting with the Commissioners by teleconference. See attachment A for agenda items. They are working on the structural steel at the new FM building and they are working on the roof at the Service Center. They have about 60% of the roof completed. The Adult Probation Offices are being worked on now. There was a discussion on where the door would be placed in the hallway at SCEDC, along with the removal of the door between the 2 SCEDC conference rooms. This is a move of 6 feet east in the SCEDC hallway. Ron stated he had discussed this with SCEDC and they were ok with this change. Adult Probation is planning to utilize this additional office space in the SCEDC hallway.	Ron Hiser - Director		

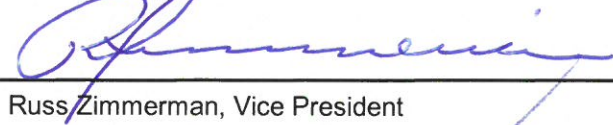
Dog Kennel	<u>Kelly Askins – Dog Kennel.</u> Kelly joined by teleconference for her regular meeting with the Commissioners. See attachment B for agenda items. They are about the same as last year on tag sales. Kelly would like to microchip all dogs leaving the facility. If this is what she does she may have to increase her adoption fees. They will be doing some outreach programs in October and November. She is doing online fundraisers. She reviewed Humane cases she has handled.	Kelly Askins – Dog Warden		
* Resolutions	2020 – 344 APPROVING AMENDMENT TO SANDUSKY COUNTY POLICY AND PROCEDURE MANUAL SECTION 5.20 CREDIT / PROCUREMENT CARD POLICY	Commissioners		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 345 APPOINTING BILL "SHANE" DYER TO THE SANDUSKY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES BOARD (BOARD OF DD)	Board of DD		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 346 APPROVING SUPPLEMENTAL APPROPRIATION FOR ADDITIONAL FUNDS FOR DECEMBER GAS SERVICE (\$400.00)	Dog Kennel	\$400.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 347 APPROVING APPOINTMENT TO THE BOARD FOR THE SANDUSKY COUNTY CONVENTION & VISITORS BUREAU (CVB) BOARD OF TRUSTEES	Visitors Bureau		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 348 APPROVING SUPPLEMENTAL APPROPRIATION TO JOB AND FAMILY SERVICES PA CONTRACT SERVICES (\$150,000.00) FROM CORONAVIRUS FUNDING RECEIVED	DJFS	\$150,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 349 RE-DESIGNATING OF RURAL PUBLIC TRANSIT GRANTEE TO GREAT LAKES COMMUNITY ACTION PARTNERSHIP (GLCAP)	GLCAP		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
Health Department	<u>Bethany Brown and Martha Bowen – Public Health District.</u> Bethany and Martha came in to discuss the County's Commercial/Industrial Building Code Department in regards to the plumbing inspections. After a group discussion Bethany will put the contract	Bethany Brown – Health Commissioner Martha Bowen – Environmental Health John Cheatham,		

	changes on the next Health District's board meeting agenda for their necessary action. The Health District Board will rescind the current contract with Erie County and enter into a contract with Sandusky County for all plumbing inspections. This will be effective November 24, 2020.	acting Chief Bldg. Inspector		
Common Pleas Court	Judge Ray – Common Pleas Court. Judge Ray and Carol Wattley, Adult Probation, came in to discuss 2021 budget. One of the items they are not sure how to budget is seating jurors to choose the jury. They need to have a space big enough to keep social distancing. They have talked to Terra State Community College about the Neely Center as a possibility. They need to get costs to rent these spots quoted. The rest of the budget was reviewed. This year's wages had to be adjusted due to the fact they forgot to add in the Court Administrator position. The budget was over last years amended due to the increase in payroll periods for 2021 and the missing position. Administrator Garcia asked about special funds and for them to consider lightening the burden on General Fund by transferring eligible expenses to these funds.	Jeremiah Ray – Judge Carol Wattley – Adult Probation		
Board of DD	Sarah Zimmerman – Board of DD. Sarah and Michelle Mong, Business Manager, came in to meet with the Commissioners for an update. See attachment C for agenda items. Sarah reviewed Federal and State Budget changes impacts on their budget. Medicare has been reduced and they are working through this. This will affect their waiver costs. She reviewed the services that will be impacted. They have not hired for any unfilled personnel spots for now. Early Intervention count is down and that can be concerning since they feel they are missing these children. Sarah gave updates on services provided by her facility. They are working on a Youth Respite Home. There is not anything in the county right now to provide this service. Their 2021 budget has been entered and advanced. There was nothing unusual other than the waiver matches in their budget.	Sarah Zimmerman – Superintendent Michelle Mong – Business Manager		
Public Open Session	Citizens Attendees – Holly Elder Media Attendees – Tom Fullen, Eagle 99. Elected Officials – Judge Jerimiah Ray			
* Adjournment (11:56am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3

Signature of:



Kay E Reiter, President



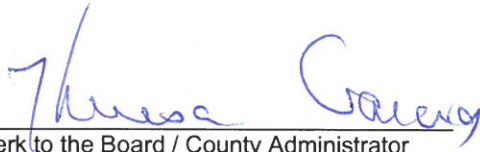
Russ Zimmerman, Vice President



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

Attachment A

Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated October 27th 2020

* Denotes action needed

1. Construction at the F.M. and Building Department projects are going well. They are installing some of the structural steel at the front entrance and overhead door locations, electrical, data cabling, and hanging and finishing drywall. We are also working on some electrical service issues.
2. The Service Center new roof shingles are making good progress. They have the existing roof entirely removed and approx. 60% of the new roof installed. The new Adult Probation office and restroom have been started with the metal studs, insulation, electrical, and some of the drywall installed. The mechanicals are moving along with the new boilers and pumps installed. They are currently working on the boiler piping and anticipate starting the heating system by November 6th. There have been some structural issues with the wooden trusses, however the solution has been worked out and they should get them repaired in the coming week.
3. Sheriff Office projects continue to work on submittals, logistics, schedules and jail procedures.
4. We are working with PDG on design and specifications for Phase III. (Commissioners roof).
5. The pad for the new storage container located in the southwest corner of the Health Department employee parking lot and the electrical service have been installed. They are working on backfilling and grading the site.
6. On October 21st representative of SAFEbuilt toured the new building department office and gave his approval of the layout.
7. Fuel dispensers project complete (pictures attached).

Attachment B

County Commissioner's Meeting

Dog Warden's Office

October 27th, 2020

<u>2020 Dog License Sales</u>	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	10,679	10,644
1 Year Dog License Late	637	667
1 Year Partial License	63	57
3 Year Dog License	111	109
3 Year Dog License Late	13	30
3 Year Partial License	6	8
Dangerous Dog License	14	16
Duplicate License	6	9
Kennel License	22	24
Kennel License Extra	31	13
Permanent Dog License	17	13
Service Dog License (Free)	13	11
Transfer In	6	15

Kennel Census

October 2020	September 2020
Impounded- 32	Impounded- 31
Redemptions- 12	Redemptions- 22
Adoptions- 15	Adoptions- 9
Euthanized- 2	Euthanized- 2
Transfer- 0	Transfer- 1

Kennel Incidents

October 2020	September 2020
Aggression- 2	Aggression- 2
In Vehicle- 0	In Vehicle- 0
Bite- 2	Bite- 9
Humane- 3	Humane- 16
RAL- 9	RAL- 19
Sick/Injured- 0	Sick/Injured- 1

Requested graphs and charts are attached.

Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by 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?

We missed the time frame to do a Resolution regarding the \$2 discount for this year only if rabies certificate is turned in to the DW's office when acquiring the license.

We are only 2 licenses away from our total sold last year. We have only 455 un-renewed dog licenses for this year. We have been working diligently to get this number as low as possible.

We just purchased a 2021- Chevy 2500 HD truck from Bauman's.

We made a couple changes to our adoption policy.

Print date for license renewals set for November 2nd. Mailing date set for November 25th.

We are doing some small upgrades to the kennel guillotine doors. We purchased a microscope so we can run our own fecal exams. Created an office area to finalize adoptions away from the counter area.

Events

We will be working on multiple community outreach programs for all of October and November. We will have online interactive events with prizes, an online pet costume contest, and our Alpha Project program push.

T shirt fundraiser for both the SDF and the Alpha Project will continue throughout the year.

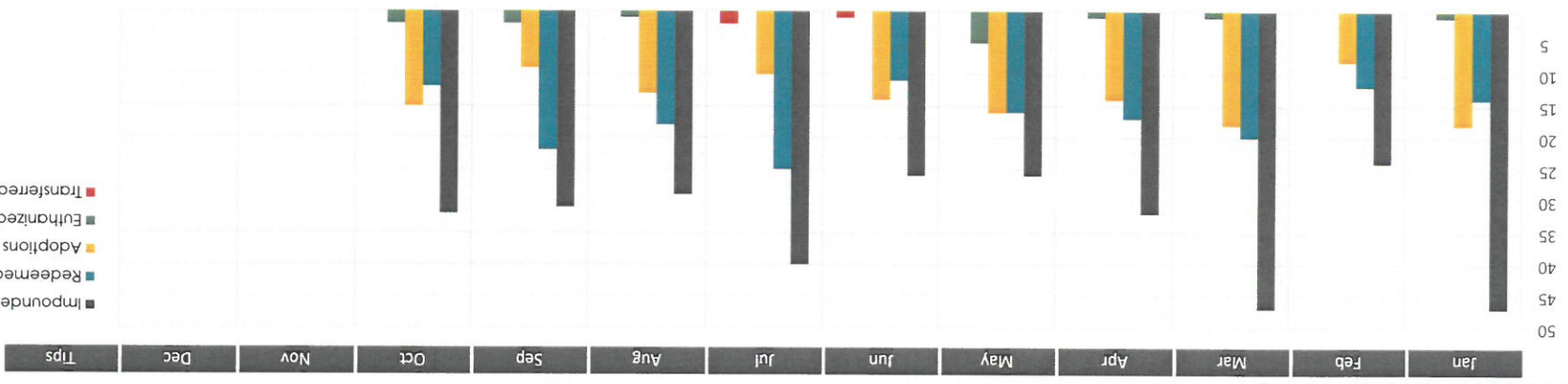
Veteran's Day will be quickly approaching. We will do our usual push out of our Alpha Project Program as we come closer to that date.

Humane Related

Humane Related Welfare Checks- Unfounded- 9
 Education Needed- 7
 Charges Filed- 0
 In Court- 1
 Pending- 1

Questions?

KENNEL STATISTICS 2020



Statistics	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Trend
Impounded	47.00	24.00	47.00	32.00	26.00	26.00	40.00	29.00	31.00	32.00			334.00	
Redeemed	14.00	12.00	20.00	17.00	16.00	11.00	25.00	18.00	22.00	12.00			167.00	
Adoptions	18.00	8.00	18.00	14.00	16.00	14.00	10.00	13.00	9.00	15.00			135.00	
Euthanized	1.00	0.00	1.00	1.00	5.00	0.00	0.00	1.00	2.00	2.00			11.00	
Transferred	0.00	0.00	0.00	0.00	0.00	1.00	2.00	0.00	0.00	0.00			3.00	



Attachment C

Sandusky County Commissioners Report

October 27, 2020

2020 and 2021 Budget Significant Variables and Unknowns

- Federal Budget Impacts:
 - COVID emergency has temporarily reduced local Medicaid match percentages (eFMAP).
 - CY20 eFMAP and unofficially first quarter CY21 are reduced – how long is unknown
- State Budget Impacts:
 - Medicaid Waiver Rate Changes for DSPs 1/1/21 – State not covering their share
 - Family Support Services (FSS) – State not funding
- Service Impacts:
 - Adult Service Rates: COVID service rate changes increased and are still unknown for 2021
 - Ongoing and changing restrictions on returning or attending services
 - Providers are struggling with staff overtime, staff shortages, and fixed overhead costs with unstable and unknown rate structures. Provider business sustainability is unstable and concerning.
 - Several of SCBDD's budgeted and strategically planned service developments were put on hold since March due to COVID.
- Personnel:
 - Several unfilled positions have been put on hold or have been unable to be filled.
 - Limited travel and training expenses. Many staff have been unable to obtain needed trainings due to cancellations while other trainings have switched to virtual and costs eliminated.

5 Year Levy Renewal

Service Updates

- Youth respite home: SCBDD has been working with Sandusky County Metro Housing Authority (SCMHA) to pursue the purchase and management of a home to be developed for youth respite needs. Work is also beginning with a provider to develop skilled staffing for this home. A contract addendum with SCMHA for this home and a provider service contract are in various stages of development.
- Pathways 2 Employment: After 11 years of contracting with Opportunities for Ohioans with Disabilities for this program, SCBDD gave notice to discontinue the contract effective October 1. This was triggered by an unexpected staff resignation in another department and the need to quickly fill two vacant Community Connection Coordinators (CCCs). CCCS work extremely close with families and schools to identify and help fill service gaps, resource connections, and IEP/school/parent support. While we were sad to end our P2E service, it met the greater service need for our children, families, schools, community, and board's vision. SCBDD will continue to support employment

opportunities and services but will no longer act as the service coordinator/counselor for the service.

- Referrals: Early Intervention (children ages 0-2), youth, and adult referrals are significantly below anticipated levels, which is concerning. SCBDD believes this is caused by the school closures and a struggle to return to 'normal' service models as well as limitations on common referral development opportunities and conversations. SCBDD is joining the SC Public Health Board in an Early Intervention awareness billboard and outreach campaign. Staff are also actively engaged in school meetings. This decline in referrals is also noted in many counties.

Referrals for Eligibility through September				
	2017	2018	2019	2020 Sept YTD
Total Applied/Referred	74	184	190	62
Individuals Determined Eligible and Enrolled	31	51	118	41
Early Intervention (Total Served) (0-2 yo)	128	138	149	117

Public Session Sign in Sheet

10/27/2020

Name	Signature	Contact Information
Marilyn Sauer		msauer@sigpublichealth.com
Bethany Brown	Bethany Brown	bbrown@escpublichealth.com
John C. Heathman	John C. Heathman	JHEATHMAN@SHIREBUILT.COM
Sarah Zimmerman	Sarah Zimmerman	szimmerman@scbdd.org
Michelle Money	Michelle Money	mmoney@scbdd.org