

<b>Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420</b>			<b>MEETING 2020</b>	
Meeting: Board Of Commissioners	Location: Commissioners' Board Room	Date: 12/8/2020	Time: 8:00AM – 10:43AM	
Present: Commissioners: Russ Zimmerman, V-President; Scott Miller				
Present by teleconference: Kay E Reiter, President				
Present: Theresa Garcia; County Administrator				
Others Present by teleconference: Christie Schneider, Ron Hiser, Peggy Courtney, Dave Wadsworth, Tom Fullen, Craig Shoup				
Others Present: Beth Tischler				
(*action items)				
<b>AGENDA ITEMS</b>	<b>BRIEF DESCRIPTIONS / ACTION STEPS:</b>	<b>PERSON RESPONSIBLE:</b>	<b>DOLLAR AMOUNT:</b>	<b>MOTION / VOTE</b>
<b>Call to Order Pledge of Allegiance (8:00am)</b>		Kay E Reiter, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b>	The 12/3/2020 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
<b>Review of External board / Meetings Attended by Commissioners</b>	Commissioners Reiter and Miller attended the land bank meeting on Thursday. There were a couple of concerns regarding some parcels discussed. The Arch Street site hallway demolition has been scheduled for late December or early January this was proposed due to the Jackson Annex property demo is being completed by the same company and they are trying to coordinate the timing of both due to the moving of equipment. There was a bid submitted for the parcel and the individual agreed to purchase the property under the condition it would be demolished and cleaned up prior to payment. The new Coordinator was hired, it is Brian Woods and the committee talked about hiring a third part-time individual sometime in the future. There are several parcels that are in the process of being sold with closing dates by the end of the year.	Kay E Reiter Scott Miller		

	Commissioner Zimmerman attended the contractor meeting for the Better Building Projects They are going to delay construction on the inside the jail for four to five weeks and continue to work outside the building until the pandemic hopefully slows down.	Russ Zimmerman		
	Commissioner Miller attended a ribbon cutting for The Party Starts Here. It is a nice store and they had a good selection of product.	Scott Miller		
	Commissioner Reiter attended the first staff ZOOM meeting with the new Director for Solid Waste, Gary Baty. He has a tough start with the recent resignations of two key staff members. The staff appeared to interact well with Gary. The hope is after Gary has an opportunity to work with everyone the resignations may be rescinded. The group did vote on the recycled Christmas ornament contest sponsored by the District they will all be put on the virtual Christmas tree and can be viewed on the District's website. This was a very nice way to end the staff ZOOM meeting.	Kay E Reiter		
<b>Commissioners and Administrator Discussion</b>	It was shared that the Veterans Memorial Park committee is putting a time capsule in the podium in the park and they would like to know if the Commissioners have anything they would like to put in it. Commissioner Reiter suggested we sign one of the wooden courthouse figures and put that in the capsule. Another suggestion was the postcard picture of Stand Pipe Park and a photo of the dedication ceremony for the park. Administrator Garcia will help to get these together.	Theresa Garcia		
	Commissioner Reiter was glad to hear the City of Fremont passed their ordinance to use the Sandusky County Building Code Department. She asked that a thank you note be sent to the Mayor for making this decision.	Kay E Reiter		
	Commissioner Reiter discussed the recent notices sent by Steve Shiets, Sanitary Engineer, in regards to the letters for Wightmans Grove sewer project. She was hoping that the Sandusky River Company notices were received and that they will continue moving forward.	Kay E Reiter		
	Commissioner Miller made a comment about the bell tower at the courthouse and he thought it may need some attention. It was suggested that IT get some drone views of the area in concern to determine what repairs need to be done.	Scott Miller		

<p><b>* Then /Now Documents</b></p>	<p>One certificate was presented by SCDJFS. Account Clerk was not notified before the services were complete because the supervisor was not aware they would be charged. One invoice makes up this certificate. NorthCoast Security - \$65.00</p> <p>One certificate was presented by the JJC. Resignation of Clerk and PO's were not put in place prior to resignation. One invoice makes up this certificate. Willie's Sales and Service - \$91.50</p> <p>Two certificates were presented by the Building Code Department. Funds weren't appropriated yet at the time of the billing. Two invoices make up these certificates. SafeBuilt - \$213.75, \$2,769.39</p>	<p>DJFS</p> <p>JJC</p> <p>Building Code</p>	<p>\$65.00</p> <p>\$91.50</p> <p>\$213.785 \$2,769.39</p>	<p>*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p>
<p><b>* Personnel</b></p>	<p>None</p>			
<p><b>* Travel Requests</b></p>	<p>None</p>			
<p><b>Facility Management</b></p>	<p><b><u>Ron Hiser – Facility Management.</u></b> Ron called in for his regular meeting. See attachment A for agenda items. He is living in a construction zone but everything is moving along. They are working at the service center on the Adult Probation offices. They are waiting on some approvals. They have the new cooling unit for the server room. It cannot be installed until next year. Handicap doors were installed in the courthouse this weekend. They are still having some issue with one of the boilers at the service center. They are still working on that. They are finishing up on the restroom in the new office area. They have looked at carpet samples for the EDC section. Ron talked about the delay at the jail during the pandemic. They will be working on the outside work at the jail until they can get back inside. Phase III pre-bid was the other day and bid opening is on the 15th of December. Still assisting with delivering PPE and supplies and helping offices with safety items.</p>	<p>Ron Hiser - Director</p>		
<p><b>Visitors Bureau</b></p>	<p><b><u>Peggy Courtney – Visitors Bureau.</u></b> Peggy joined by teleconference for her regular meeting with the Commissioners. Peggy reviewed that the Visitors Bureau is going to stay at their current location and will enter into a new lease agreement with the Fair Board She shared a brief update on the 2021 budget. They are only at 75% of lodging tax. For the new year they are looking at the 2019 year numbers to work off of. Peggy has reached out to their state association for assistance on how to address this. She discussed the bus tours and</p>	<p>Peggy Courtney – Executive Director</p>		

	<p>how they are looking to move forward for the 2021 year. They are anticipating that 2021 Mid-Summer and Fall, things should step up and many people will be out vacationing. Nobody really knows what is going to happen the rest of the year or next year. They ended up the year with ten bus tours coming to the county. They have fourteen booked for next year and they are all scheduled in the fall. We seem to have more scheduled than most Counties. She feels this is because of the relationships they have built with tour operators around the country. Many appreciate all the work that our Visitors Bureau does to set up the tours. They have a virtual tours set up for February. It is the Heartland Travel Showcase, this is where they get a good number of tours from. Peggy updated some of the advertising opportunities they have had at no cost to them. They have been working with Seneca County on some overnight trips. Today they are going to Old Fort and meeting with the Cannon Factory to see if they can do something there with a tour. Commissioner Reiter asked about adding the Mull Covered Bridge to some of these tours. Peggy has worked with the Parks District and is hoping to have this happen.</p>			
<p><b>Regional Airport Authority</b></p>	<p><b>Dave Wadsworth – Regional Airport.</b> Dave called in for his regular meeting with the Commissioners. The Board passed the 2021 budget at the last meeting. They have a reasonable expectation for 2021. Activity at the Airport has been good but not as good as in the past. Fuel sales have been up. The two helicopters have been out flying quite a bit lately. They had a phone conference for the planning meeting for the FFA .They have a tentative project schedule for the next several years. They have been approved through ODOT to install a new weather station. The current station is very old. This will be fully covered through ODOT. They addressed the remaining concrete work for front of the airport. They are in a design phase right now. Dave will forward details to the Board to review. This project will be scheduled after the weather station is completed. They are pleased with the new setup they have on their finance approvals. The Board discussed the Hangar Keeper insurance and agreed they will be responsible. Administrator Garcia is going to ask the County agent to look into other companies to see if they can get a lower premium. The State Audit has been completed and went very smooth.</p>	<p>Dave Wadsworth - Manager</p>		

* Resolutions	2020 - 399 APPROVING SUPPLEMENTAL APPROPRIATION FOR JJC SPECIAL PROGRAM WAGES (\$12,000.00) AND BENEFITS (\$1,800.00) FOR YEAR END EXPENSES	JJC Special Program	\$12,000.00 \$8,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 400 APPROVING SUPPLEMENTAL APPROPRIATION FOR REAL ESTATE FUND TO BUDGET FOR THE ESTABLISHMENT OF A CHANGE FUND FOR THE REAL ESTATE OFFICE (\$100.00)	Real estate	\$100.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 401 AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY REAL ESTATE OFFICE FOR 2021 (\$100.00)	Real Estate	\$100.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 402 AUTHORIZING THE COUNTY AUDITOR SUPPLEMENT THE SALARY OF COUNTY COURT JUDGES PER ORC 1907.17	County Court		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 403 AUTHORIZING AND ENTERING INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SANDUSKY COUNTY SHERIFF FOR SHARING OF RESOURCES FROM 911 TAX REVENUES	Sheriff and 911		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 404 APPROVING FUND TRANSFER FOR SANITARY ENGINEER FROM THEIR GENERAL FUND TO DEBT FUNDS (\$39,385.91) FOR OPWC LOAN PAYMENT	Sanitary Engineer	\$39,385.91	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 405 APPROVING FUND TRANSFER FOR SANITARY ENGINEER FROM THEIR GENERAL FUND TO DEBT FUNDS (\$247,913.44) FOR OWDA LOAN PAYMENT	Sanitary Engineer	\$247,913.14	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 406 APPROVING FUND TRANSFER AND SUPPLEMENTAL APPROPRIATION (\$1,435.40) FOR SANITARY ENGINEER TO WHITE STAR DEBT FUND FOR OWDA LOAN PAYMENT	Sanitary Engineer	\$1,435.40	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3

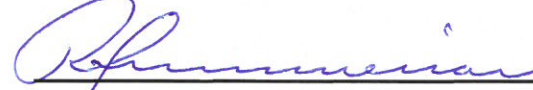
	2020 - 407 AUTHORIZING COOPERATIVE AGREEMENT FOR CONSTRUCTION, MAINTENANCE AND OPERATION OF STATE SEWER PROJECT BETWEEN THE COUNTY OF SANDUSKY, OHIO AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY	Sanitary Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 408 APPROVING SUPPLEMENTAL APPROPRIATION TO BUILDING CODE CONTRACT SERVICES (\$3,000.00) FOR SAFBUILT INVOICES FOR NOVEMBER AND SUPPLIES (\$200.00)	Building Code	\$3,000.00 \$200.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 409 APPROVING APPROPRIATIONS FOR EXPENDITURES FOR CALENDAR YEAR 2021 ***Commissioner thanked all the elected officials and departments for all the cooperation and how smoothly this went for this year. The Budget Commission really worked hard on this as well.	Commissioners	\$19,237,726.11 \$65,356,978.20	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 410 APPROVING SUPPLEMENTAL APPROPRIATION FOR EMS TO WAGES (\$102,500.00) AND BENEFITS (\$50,000.00) TO COVER COVID STIPENDS AND EXTRA SHIFTS THROUGH END OF YEAR	EMS	\$102,500.00 \$50,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 411 APPROVING SUPPLEMENTAL APPROPRIATION TO TASC CONTRACT SERVICES (\$6,000.00) FOR END OF YEAR INVOICES	TASC	\$6,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 412 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTY COURT #2 GRANT FUND CONTRACT SERVICES (\$7,126.44) AND SUPPLIES (\$12,927.90)	County Court #2 Grant	\$7,126.44 \$12,927.90	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Tom Fullen, Eagle 99. Craig Shoup, News Messenger. Elected Officials – Christie Schneider, Clerk of Courts Elect			

<p><b>SCJFS</b></p>	<p><b>Melanie Allen – DJFS.</b> Melanie joined by teleconference for her regular meeting with the Commissioners. See attachment B for agenda items. Office doors are still closed to the public. The main door is open and there is a kiosk and copier for the public to use and a drop box for paperwork. Their drive through is open and it is staying busy. They are remaining status quo. They have had some Covid outbreaks in the building but everyone has been safe and they have been able to keep up and running. Majority of the staff is still working from home. Placement costs are trending under past years and what was expected for this year. They are seeing an increase in those in care that really cannot be placed with family. They end up being a high cost placement because of the additional cared needed. The State has also increased the reimbursement rate for the IV-E cases so they are getting a little more back from the State. Thirty Days to Family is still working really well to prevent placement outside of the family. There are specific protocols being followed when sending kids back home and with visitation. Mel is helping lead a work group on rising placement costs and what they can do to help with the special placement costs. This group may ended coming up with a State Wide Foster Home that is for special needs children and give them the care they need and make a treatment style home. Mel has three positions that are vacant she will have to fill. They are also still working on union negotiations. Building Projects are still happening in the building. Mel reviewed placement costs.</p>	<p>Melanie Allen - Director</p>		
<p><b>Prosecutor</b></p>	<p>*** Beth Tischler stopped in the office to sign off on Wightmans Grove contracts. She stated she did not have any updates for the Commissioners and canceled her meeting at 11:00am.</p>	<p>Beth Tischler - Prosecutor</p>		
	<p>Tom Fullen asked about the budget for 2021. Commissioner Reiter talked about the numbers and how easy it was this year to complete budget. Commissioners talked about revenue for 2020 and sales tax has been up and steady. Casino tax was very high compared to past quarters.</p>			
<p><b>* Adjournment (10:43am)</b></p>	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to adjourn  Moved by: Scott Miller  2nd: Russ Zimmerman  Yes - 3</p>

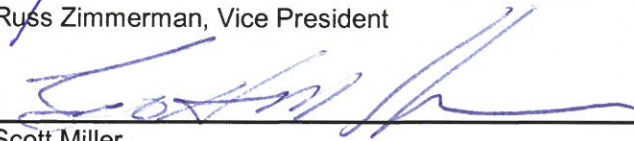
Signature of:



Kay E Reiter, President



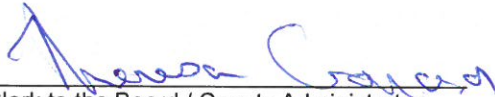
Russ Zimmerman, Vice President



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 December 8th 2020

\* Denotes action needed

1. The renovation of the new Electronic Monitoring Office is scheduled to start this week.
2. New HVAC unit for the I.T. server room is scheduled to be installed on MLK day January 18<sup>th</sup>.
3. The contractors installed the automatic door openers in the courthouse on December 5<sup>th</sup> and 6<sup>th</sup>. These openers are installed in Treasures, Finance, COC, Tax map, Juvenile, Probate, and two basement restrooms. Habitec will have to come back to finish installation of the security side of this project.
4. The new storage container located in the southwest corner of the Health Department employee parking lot has been installed. Contractors have installed electrical outlet, and lights and are working on the heat.
5. The Fuel station dispense that was damaged has been repaired, and we have a Fuel depot inspection scheduled for December 9<sup>th</sup>.
6. Construction at the F.M. and Building Department projects are coming along. Midwest is installing the cabinets, siding, lights, ceilings, windows and store fronts. Patching floor in preparation of floor coverings. Some fire protection sprinkler systems, access controls, and fire alarm systems need to be addressed and installed. The HVAC for the office areas are approx. 70% complete and the HVAC units for the shop are getting roughed in.
7. The Adult Probation offices at the service center moving forward also. The boilers are in and the heat is on (having some issues with the boilers). The AHU's in the attic are all operational. The new chiller is in place. Starting ceramic tile in R.R., Folding door in the conference room has been installed, Office are painted and doors are to arrive this week.
8. Sheriff Office projects has begun with the demolition of the old chiller, piping and electrical. The new concrete pad for the new chillers has been poured, and chillers have been delivered. They will set them next week. They are also working on up-grading the exterior and interior lights. Contractors have restrictions in the secure areas.
9. Phase III. (Commissioners roof) has been rolled out with the Pre-bid meeting being held Dec. 3<sup>rd</sup> (3 contractors in meeting) and bid opening set for December 15<sup>th</sup> @ 2:00 pm.
10. We are continuing to supply and assist the various departments with PPE and other Covid-19 assistance.

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Nov Commissioner's Agenda

12/8/20

- I. **Responsible restart and opening**
  - a. Continuing to monitor affects of COVID on staffing. Doors continue closed to public.
- II. **Placement Costs – 2019 amount \$937,532.87 / 2020 mandated would have been \$966,239.04**
  - a. Anticipated \$820,000 for 2020 – 2020 thru Nov: **\$698,007.04**
  - b. Reimbursement from state has been increased to 69.22%, brought some of the costs down as well
  - c. Monthly costs: October \$62,524.77 / Nov was \$50,272.26
  - i. Current custody: 27 / Sept was 29
  - ii. 30 days update – still working this program to prevent placement.
  - iii. Safe reductions: Continuing to work reunifications, trying to be creative with visitation for families so reunifications are not delayed.
  - d. Director's workgroup re: rising private placement costs, will be working on creating a treatment foster care program
  - e. Children's Keeper (Nate), tri-county project- MHR SB extended contract thru June 30, 2020.
- III. **Budget**
  - a. Union negotiations continue
  - b. Staffing issues
- IV. **Building issues**
  - a. Projects continue, work inside the building is going well. Roof is done.
- V. **Misc.**