

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

MEETING 2020

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 12/22/2020

Time: 8:00AM – 10:49AM

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

Present: Theresa Garcia; County Administrator

Others Present by teleconference: Kelly Askins, Lisa Kuelling, Stacey Gibson, Phil Collison

Others Present: Jaime Wolfe, Pat Hire,

(*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 12/17/2020 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 Miller attended the Health Board meeting Friday by ZOOM. The meeting was a short meeting. Funding is fine and finances are in good shape. They discussed COVID-19 updates. The Health Department was nominated as business of the year by the Chamber of Commerce. They approved increases for the staff for 2021. They discussed the pop up testing that was done. They said only 25% of those tested were positive. Vaccines are going to be delivered and administered. Each division gave an update on how the pandemic is effecting their day to day business.	Scott Miller		
	Commissioner Zimmerman attended the Regional Airport meeting. They finally have their finance reports in order and they were reviewed by the board. The finances are looking good. They discussed the fuel sale numbers and they still need to work on the reporting for this. They are going to look at a different program to measure these sales. Bruce Schrader, Board Member,	Russ Zimmerman		

	discussed a project they are working on with EDC for a company to build around the airport. There is a five acre strip of land that is not used by the airport and can be used for another purpose. It is being farmed at the moment. They are looking for a new dump truck. Commissioner Zimmerman called the County Engineer to see if they had a dump they are getting ready to replace. They also need a new "tugger" to pull planes in. They are looking at FAA grants to finish the rest of the concrete aprons.			
	Commissioner Miller noted Clydescope is prepared to give a CRA recommendation to Clyde.	Scott Miller		
Commissioners and Administrator Discussion	Administrator Garcia received a call from Township Trustee Dave Sachs. He wanted to make sure the Commissioners know how happy he is with the progress on the Wightmans Grove project. The Trustees are going to have a virtual meeting with Sanitary Engineer and Poggemeyer in January to update them on timelines and plans. It is good news to know this project is finally coming to completion.	Theresa Garcia		
	John Cheatham, SafeBuilt, held interviews for the Chief inspector and plumbing inspector. Both went well and he is hoping to hire both. He is hoping the office will be ready for the two new staff to move in to.	Theresa Garcia		
	Commissioner Zimmerman had a brief update for Better Building projects. They should be wrapping things up on most of the current projects. He is hoping at the next meeting he can say the Fifth Street office projects are done.	Russ Zimmerman		
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Clemans Nelson	Commissioner Reiter welcomed Pat Hire, Clemans Nelson, to discuss DJFS union negotiations. Commissioner Reiter recommended they move to executive session to discuss personnel union negotiations. At 8:35am the Commissioners entered executive session.	Pat Hire – Clemans Nelson Invited to session: Pat Hire – Clemans Nelson		*Motion: Move to enter executive session Moved by Scott Miller: 2nd: Russ Zimmerman Yes – 3

	<p>At 9:00am Commissioners exited executive session.</p> <p>Commissioner Miller made a motion to approve the labor agreement negotiations presented for DJFS by Pat Hire. The proposed labor agreement was approved.</p>	<p>Kay E Reiter Russ Zimmerman Scott Miller Jaime Wolfe Theresa Garcia</p>		<p>*Motion: Move to exit executive session Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3</p> <p>*Motion: Move to approve labor negotiations Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3</p>
Dog Kennel	<p><u>Kelly Askins – Dog Kennel.</u> Kelly joined by teleconference for her regular meeting with the Commissioners. See attachment A for agenda items. Kelly reviewed her report discussing tag sales, kennel census and kennel incidents. They have participated in as many online trainings as possible. These trainings are at no cost to the kennel. She has surpassed her 2019 license sales. She has asked citizens to renew licenses online or by mail when possible to limit the traffic at the kennel.</p>	<p>Kelly Askins – Dog Warden</p>		
EMA/911	<p><u>Lisa Kuelling – EMA/911.</u> Lisa joined the meeting by teleconference for her regular meeting with the Commissioners. See attachment B for agenda items. Lisa forwarded the new Davis Bessie grant agreements for the Commissioners to sign. She has been on calls every morning with the secretary of the state representing north central Ohio. Most of her meetings are virtual. She reviewed the monthly meetings she has joined. We are 300 days into the pandemic and they are being told they need to be prepared to deal with this until summer of 2022. Lisa shared some statistics with the Commissioners. Exercises have all been suspended at this time. She continues to work with the Health Commissioner on COVID-19 planning. Lisa has not gotten confirmation on when the vaccinations will be coming to the county.</p>	<p>Lisa Kuelling - Director</p>		

* Resolutions	2020 - 433 RESCINDING RESOLUTION 2020 – 417 REQUESTING THE SANDUSKY COUNTY AUDITOR TO CERTIFY TO THE BOARD OF COUNTY COMMISSIONERS THE CURRENT TAX VALUATION OF SANDUSKY COUNTY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A REPLACEMENT OF TWO (2) MILL TAX LEVY FOR THE ONGOING OPERATING EXPENSES OF THE SANDUSKY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES	Board of DD		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 434 PURSUANT TO SECTION 5705.03 OF THE REVISED CODE REQUESTING THE SANDUSKY COUNTY AUDITOR TO CERTIFY TO THE BOARD OF COUNTY COMMISSIONERS THE CURRENT TAX VALUATION OF SANDUSKY COUNTY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A RENEWAL OF TWO (2) MILL TAX LEVY FOR THE ONGOING OPERATING EXPENSES OF THE SANDUSKY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES	Board of DD		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 – 435 APPROVING AND ENTERING INTO CONTRACT WITH GREAT LAKES DEMOLITION CO., LLC FOR THE MICHAELS DITCH PROJECT #151 (\$83,968.20)	Michaels Ditch	\$83,968.20	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 436 AWARDING BID TO MIDSTATE CONTRACTORS, INC. 1560 CASCADE DRIVE, MARION, OHIO 43302 FOR BETTER BUILDING CAPITAL IMPROVEMENTS BID PACKAGE #3 (\$546,518.00)	Better Building Phase III	\$546,518.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 – 437 APPROVING REAPPOINTMENT OF BETH HANNAM TO THE SANDUSKY COUNTY, SENECA COUNTY, CITY OF TIFFIN (SST) PORT AUTHORITY – BOARD OF DIRECTORS	SST Port Authority		*Motion: Move to Approve resolution Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
	2020 - 438 APPROVING APPROPRIATION TRANSFERS FOR JUVENILE/PROBATE COURT FROM OTHER AGENCY (\$2,500.00), REIMBURSEMENTS (\$3,037.00), FEES (\$2,025.00) AND UTILITIES (\$1,000.00) TO BENEFITS FOR YEAR END BALANCE	Juvenile/Probate Court	\$2,500.00 \$3,037.00 \$2,025.00 \$1,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3

	2020 – 439 AUTHORIZING AND ENTERING INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CITY OF CLYDE FOR SHARING OF RESOURCES FROM 911 TAX REVENUES	911, City of Clyde		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
	2020 - 440 APPROVING SUPPLEMENTAL APPROPRIATION TO DOG KENNEL TRANSFER (\$20,000.00), APPROPRIATION TRANSFER FROM CONTRACT SERVICES TO TRANSFER (\$20,000.00), AND APPROPRIATION TRANSFER FROM KENNEL FUND (\$40,000.00) TO PI FUND	Dog Kennel	\$20,000.00 \$20,000.00 \$40,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 441 RESCINDING RESOLUTION 2020 – 426 APPROVING APPROPRIATION TRANSFER FOR COMMUNITY WORK PROGRAM FROM WAGES AND BENFITS TO TRANSFER ACCOUNT FOR TRANSFER PAYOFF AND SUPPLIES FOR CONTRACT SERVICES FOR EQUIPMENT REPAIR	CWP		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3
	2020 - 442 APPROVING APPROPRIATION TRANSFER FOR COMMUNITY WORK PROGRAM FROM WAGES (\$500.00) AND BENFITS (\$6,500.00) TO TRANSFER ACCOUNT FOR TRANSFER PAYOFF AND SUPPLIES (\$1,500.00) FOR CONTRACT SERVICES FOR EQUIPMENT REPAIR	CWP	\$500.00 \$6,500.00 \$1,500.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
FCFC	<u>Stacey Gibson – FCFC.</u> Stacey joined by teleconference for her regular meeting with the Commissioners. Things are going well. She has been working with the Executive Committee to update procedures, by-laws and membership lists. This will also help in organizing committees and who will review different requests. She has also worked with the Executive Committee on what their expectations are for the new year. They worked on a new logo for FCFC. She is working with the Auditors office and the Commissioner’s office on the financial end of the position. She will start digging in deeper next week.	Stacey Gibson - Director		

TASC/EM	Phil Collison – TASC/EM. Phil joined by teleconference for his regular meeting. See attachment C for agenda items. Phil started with his update on TASC. Phil requested and received his first draw on the new grant. Referrals have stayed steady. He will continue meeting with clients by phone as long as possible. Case load has increased. They had their Independent Peer Review by the Mental Health Board. They will get their formal report in February and will use suggestions from the report to update office procedures. The new medical record system is moving forward and the new testing machine for the lab is installed and training will start in January. Electronic Monitoring has increased. Commissioner Miller asked if the EM schedule is working out during regular business hours. Phil noted the Judges have all been very respectful of the schedule.	Phil Collison - Administrator		
* Adjournment (10:49am)	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: Theresa Conroy
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

Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by kennel staff.

New deputies undergoing continued training. Many, many new opportunities with all the increased online education available.

To Discuss

Microchips- Resolution was done for begin offering microchipping to animals at the time of their adoption from the kennel for \$25.

Our 2020 license sales surpassed 2019 license sales! Yay! We have set a goal for 2021 to sell at least 11,700 licenses.

We just purchased a 2021- Chevy 2500 HD truck from Bauman's. See attached photo. We've completed the decals and are scheduled for the installation of the light bar.

License season is going well so far with the provisions we've made to work around the Covid issues.

We have pushed out on our social media sites that we prefer to have licenses renewed either online or through the mail to cut down the amount of traffic coming through the kennel.

Events

Photos with Santa went well. We raised just over \$200 with that fundraiser.

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

Humane Related

Humane Related Welfare Checks- Unfounded- 4
Education Needed- 1
Charges Filed- 0
In Court- 0

Questions?

County Commissioner's Meeting

Dog Warden's Office

December 22th, 2020

<u>2020 Dog License Sales</u>	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	10,669	2,538
1 Year Dog License Late	674	0
1 Year Partial License	57	0
3 Year Dog License	111	42
3 Year Dog License Late	30	0
3 Year Partial License	9	0
Dangerous Dog License	16	1
Duplicate License	2	0
Kennel License	24	3
Kennel License Extra	13	0
Permanent Dog License	20	7
Service Dog License (Free)	13	0
Transfer In	6	0

Kennel Census

December 2020	November 2020
Impounded- 25	Impounded- 25
Redemptions- 11	Redemptions- 14
Adoption-15	Adoptions- 6
Euthanized- 1	Euthanized- 1
Transfer- 0	Transfer- 0

Kennel Incidents

December 2020	November 2020
Aggression- 0	Aggression- 0
In Vehicle- 0	In Vehicle- 0
Bite- 4	Bite- 2
Humane- 5	Humane- 4
RAL- 8	RAL- 11
Sick/Injured- 1	Sick/Injured- 0

Requested graphs and charts are attached.

EMA
12/22/2020
9:30 A.M.

Grants: 2020-2021

- A.) EMPG-FY20-July 20-June 21-award received
- B.) LEPC-In progress

Meetings:

All Virtual at this time:
911
911-Levy-radio spot
Secretary of State-Daily Conference Calls for election-Represented 18 Counties of North Central
EMA Region
Regional Healthcare Coalition Calls
Local Healthcare/Hospital Calls
LEPC
Sand. Co. Regional Planning
LEPC-Conference
BRIC meetings for jurisdictions
EMAO-Regional
EMA-State
EMA-State-COVID-19-Tues/Thurs
EOC-briefings-As needed

Reports:

- A.) EMPG Qtr. Report due 1/10/2021
- B.) Davis Besse Qtr. Report Due 1/10/2021
- C.) *** Middle of our federal year funding. Not a lot of reporting

Public Outreach:

Continued COVID-19 outreach

Trainings Provided/Hosted/Attended:

911-Dispatchers completed EMD Training and first round of Continued Education
EMA Staff completed Critical Infrastructure Preparedness Training-Homeland Security-
CEU

Emergency/Disasters:

- A.) COVID-19-Over 300 days in

Community Plan Reviews/Updates:

- A.) County Hazmat Plan-completed- turned into state-10/17/2020-concurrence
received
- B.) County Mitigation Plan-completed-signed off by FEMA and OEMA
- C.) Davis Besse-completed-sent to print
- D.) EOP-completed-sent to state-Final review complete-concurrence

- E.) Review and Sign off on School Plans for EMA/Homeland Security
- F.) Worked with Board of Elections on voter planning
- G.) Mass Fatality Planning-revisit-overflow
- H.) Mass COVID-19 testing Planning-completed
- I.) Mass Vaccine Planning-completed

Exercises:

- A.) State-On hold at this time due to COVID-19
- B.) FEMA/NRC-MS1 Promedica tabletop-10/13/2020

911 System-

911 Upgrade-CAD/RMS/JMS/Civil-Still in the data conversion state and being reviewed by SO staff

Communications-

- A.) Discussions with Bellevue Fire regarding communications options. 911 Frequency sent
- B.) MARCS Paperwork completed by Woodville PD and Gibsonburg PD-HSGP radios can now be programmed

Logistics-

- A.) EMA continues to support Tier 1 with PPE needs and outside entities with PPE if qualified
- B.) EMA continues to support and provide delivery of food from Food Pantry to individuals that are either quarantined or isolated
- C.) EMA continues to provide support to Health Dept. on COVID-19 needs, as well as Director continues to work in Joint Command with Health Commissioner
- D.) EMA continues to take deliveries of PPE from State and keep a running inventory of what comes in and what goes out. Spreadsheet reporting just supplied to the State
- E.) EMA continues to work with Health Dept. on Mass Vaccine Logistics-Rosters, Names, Dates, Times, ect. For Tier 1A eligible in the county.

Sandusky County TASC Progress Report to County Commissioners

December 22, 2020

OHMAS Grant has been awarded and we have received the same amount 245,441. We have done our first quarter draw down for \$ 85, 628.8 and received the payment.

Our number of referrals have been steady. With pandemic, we are seeing an increase in heroin and other opioid use. There was increase in clients that are on quarantine to COVID, up to 15 at any given time.

Current Caseload is 61 clients with 6 referrals pending assessment.

We continue doing case management and assessments telephonic and are continuing doing drug screens. Clients instructed to call prior, so we can screen them.

We are continuing to follow all COVID precautions, cleaning office regularly, temperature checks and doing brief questionnaire/screening.

We continue working the County Court #1 on the ATP funds (Drug Court).

We are continuing the process of billing with Medicaid, there have been many delays in the process. This is a statewide issue, not specific to our agency. Reimbursement continues improving.

Working on contract renewals with the 5 Managed Care Providers. (Medicaid)

Recently completed an Independent Peer Review for MHR SB, received some good information. We will begin to make some changes based on the reviewer's observations. The formal report should be available in February 20201. This is a standard procedure through the board.

We have begun working with the new software provider for our Electronic Medical Records. Had our administrative options meeting today. Next meeting will be 12/29/2020.

Our Contract with SYVA for the lab was updated, the current machine is no longer being manufactured and will become difficult to maintain and repair. The new analyzer has been installed, there have some delays in getting it calibrated and a part replaced. Ninfa and I will be certified on the machine. This will take place in January 2021. Will be an online training and then a rep from the company will come in and certify.

Electronic Monitoring has increased since the courts have resumed seeing clients. Attached is the year to date report for EM. All staff is capable of doing disconnects and hook ups. Our Monthly Average for GPS is 12-15 enrollees and 6 on SCRAM (Alcohol monitoring)

We have upgraded to new technologies with EM; continuing with the same company just have moved to 5G technology. In the process of switching over bracelets on clients.

We have re-applied for our OMHAS Certification as a Treatment Provider for the agency and are in the review process. We have submitted our Policies and Procedures.

Respectfully submitted,

Phil Collison, TASC Administrator

Month 2020	Jan	Feb	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
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Payroll													
Commissioner's Office													
Croghan Bank													
Verizon	\$114.95	\$0.00	\$54.12	\$51.95	\$51.95	\$51.95	\$52.46	\$50.81	\$50.93	\$50.94	\$50.94		\$292.94
Engler Printing													
Hilly Office Supply													
Satellite Tracking of People LLC	\$2,299.00	\$1,610.25	\$1,567.50	\$1,748.00	\$1,876.25	\$1,358.50	\$1,596.00	\$2,626.75	\$2,631.50	\$2,180.25	\$1,676.75		\$75.00
Offender Reimbursement													
Ohio Alcohol Monitoring System	\$3,167.50	\$2,030.50	\$1,633.50	\$1,275.00	\$1,207.50	\$1,610.00	\$3,550.50	\$1,308.00	\$910.00	\$320.00	\$663.50		
Total Expenses for the Month:	\$5,581.45	\$3,640.75	\$3,255.12	\$3,074.95	\$3,136.70	\$3,313.39	\$5,198.96	\$3,985.56	\$3,592.43	\$2,551.19	\$2,391.19		\$39,795.69
Collection for the Month:	\$7,701.00	\$8,660.00	\$4,760.00	\$5,636.00	\$2,819.00	\$8,584.00	\$6,514.00	\$2,711.00	\$9,334.00	\$5,748.00	\$5,665.00		\$68,132.00
PROFIT / LOSS													\$28,336.31
Courts Due													\$28,336.31
Total													\$28,336.31

Courts	Male	Female	Completed	Violated	Active	Days
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Common Pleas	23	3	17	5	10	1548
County Court #1	19	2	20	1	1	1250
County Court #2	23	3	24	2	2	981
Fremont Municipal Court						
Juvenile Court	38	9	44	6	3	2086
Other Courts						
Total	103	17	105	14	16	5865

Total Offender - hooked-up - 2020 120

Total Jail Time Saved

Saving The County

Days 5,865 1 Day Jail = 3 Days Electronic Monitoring
 Price per Day \$65.00 Daily rate for jail
 \$381,225