

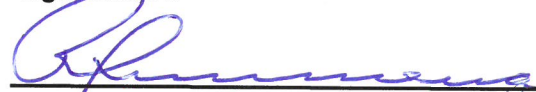
<b>Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420</b>			<b>MEETING 2021</b>	
Meeting: Board Of Commissioners	Location: Commissioners' Board Room	Date: 2/2/2021	Time: 8:00AM – 10:45AM	
Present: Commissioners: Russ Zimmerman President; Scott Miller V-President; Charles Schwochow				
Present: Theresa Garcia; County Administrator				
Others Present by teleconference: Steve Shiets, Ron Hiser, Atul Chopra, Craig Shoup				
Others Present:				
(*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>		Russ Zimmerman, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b>	The 1/28/2021 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Russ Zimmerman Scott Miller Charles Schwochow		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3
<b>Review of External board / Meetings Attended by Commissioners</b>	Commissioner Zimmerman was unable to attend the Better Building Contractor meeting. He did review progress with Ron Hiser, Facility Management Director. Things are still moving forward. They are still working on the service center boiler. Fifth Street buildings are occupied. They are working on how to schedule the remainder of the jail projects. The contractor has done a great job out there. Board of Elections and JJC air handler projects and lighting will be next. The Occupancy Certificate for the Service Center was received.	Russ Zimmerman		
	Commissioner Schwochow and Commissioner Miller attended the virtual Chamber of Commerce Annual Awards. Commissioner Miller had technical difficulties and was going to watch the recording. Everyone was able to go back and view the recording at any time.	Scott Miller Charles Schwochow		

	Commissioners were unable to attend the Mental Health Board Meeting.			
<b>Commissioners and Administrator Discussion</b>	Angie McConnell from GLCAP called to notify the Commissioners ODSA has decided to extend the round one grant program for one more time. Angie will begin sending out applications for grant requests this week.	Theresa Garcia		
	Notice from Whirlpool regarding on-site health clinic to provide employees and their dependents with vaccinations when the vaccination phase included frontline workers was sent to Health Department and EMA. Bethany Brown, Health Commissioners, has already been in contact with them.	Theresa Garcia		
	Commissioners discussed the open board seat on the Airport Authority and individuals recommended to fill the seat. A Resolution will be presented Thursday for the replacement.	Russ Zimmerman Scott Miller Charles Schwochow		
<b>* Then /Now Documents</b>	One certificate was presented by the Board of Elections. They did not have a PO in place prior to purchase. One invoice makes up this certificate. Computer Man - \$9.90	Board of Elections	\$9.90	*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3
	One certificate was presented by the Auditor's Office. The 2020 funds had already been exhausted and needed a 2020 PO. One invoice makes up this certificate. Treasurer State of Ohio - \$1,353.00	Auditor	\$1,353.00	
<b>* Personnel</b>	None			
<b>* Travel Requests</b>	None			
<b>Sanitary Engineers</b>	Commissioners called Steve Shiets, Sanitary Engineer, to receive clarification on the response they received from the Prosecutor regarding Wightmans Grove project. Steve explained the liability in extending taps that he may not be able to recoup. The Commissioners agreed with the recommendations and Steve will amend the original agreement presented to Sandusky River Company and present it to them for approval.	Steve Shiets – Sanitary Engineer		
<b>Facility Management</b>	<b><u>Ron Hiser – Facility Management.</u></b> Ron joined by teleconference for his regular meeting. See attachment A for agenda items. Ron stated the new HVAC unit for the I.T. server room has been installed. There was another main line water leak at the service center. These	Ron Hiser - Director		


	<p>pipes snake through the upstairs and are going to need to be replaced at some point. Fifth Street buildings are moved in to and they are doing small finish work. There was discussion on the space at the service center that is now the Adult Probation offices. Ron has sent the square footage to JFS Director to adjust the lease agreement. The Phase III roof project for the Commissioners building has been contracted and will start in the spring.</p>			
<b>IT</b>	<p><b>Atul Chopra – IT.</b> Atul joined for his regular meeting with the commissioners. See attachment B for agenda items. Atul met with Central Square regarding the completion of the data conversion at the Communication Center. Sheriff Hilton and Lisa Kuelling, 911 Director, were also at the meeting. The Sheriff and Lisa informed them they are not happy with the attention they have been giving the project and it needs to be completed. The bandwidth is becoming a real problem with all the outside connections. Atul gave costs to the Commissioners for additional bandwidth. Administrator Garcia asked Atul to put together a cost and this is something that will be added in to the cost allocation. The new ticketing program is in place. They are asking everyone to use the program in the same matter they use Facility Managements work order system. This will create a log and communicate with the individual with an issue. There is a lot of malicious activity that the system is blocking and it is almost a full-time job just to watch for these. Working with Common Pleas on their ZOOM account. Atul reviewed 2021 projects they would like to complete and current projects they are working on.</p>	Atul Chopra – IT Supervisor		
<b>* Resolutions</b>	<p>2021 – 55  APPROVING SUPPLEMENTAL APPROPRIATION TO WORKER COMP FUND TO TRANSFER OUT (\$1,000,000.00) AND AGENCY (\$220,000.00) FOR 2021 PREMIUMS AND TASC TRANSFER OUT (\$3,414.37) FOR GENERAL FUND CORRECTION</p>	Workers Comp and TASC	\$1,000,000.00 \$220,000.00 \$3,414.37	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	<p>2021 - 56  APPROVING FUND TRANSFER FROM SALES TAX INCOME TO DEBT FUNDS TO COVER LOAN PAYMENTS (\$455,000.00)</p>	1979 Sales tax	\$455,000.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

	2021 - 57 APPROVING SUPPLEMENTAL APPROPRIATIONS TO SHERIFF NBI GRANT FUND ACCOUNTS (\$43,875.00) AND COUNTY WIDE ADVANCE ACCOUNT (\$10,000.00) FOR NEW GRANT FUNDS RECEIVED	NBI Grant	\$43,875.00 \$10,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2021 - 58 IN THE MATTER OF APPOINTING REPRESENTATIVES TO THE DISTRICT 5 INTEGRATING COMMITTEE	Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2021 - 59 IN THE MATTER OF APPOINTING REPRESENTATIVE TO THE SANDUSKY COUNTY SUBCOMMITTEE FOR LOCAL OHIO PUBLIC WORKS COMMISSION (OPWC) PROJECTS	Engineer		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2021 - 60 REAPPOINTING CHERYL DURNWALD TO THE SANDUSKY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES BOARD (BOARD OF DD)	Board of DD		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger Elected Officials – none			
<b>* Adjournment (10:45am)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

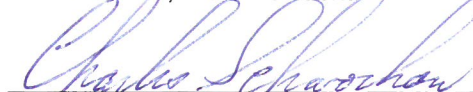
Signature of:

  
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Russ Zimmerman, President

  
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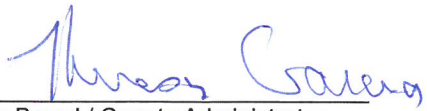
Scott Miller, Vice President

  
\_\_\_\_\_

Charles Schwochow

**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 February 2<sup>nd</sup>, 2021

\* Denotes action needed

1. New HVAC unit for the I.T. server room has been installed. We are currently working on installing the power to the unit.
2. Last week we had another section of sprinkler pipe spring a leak at the Service Center. It was repaired yesterday.
3. Boiler inspection was end of last month, all boilers passed with no deficiencies.
4. Construction at the F.M. and Building Department projects are coming to a close. Facilities management and the Building Department has moved into our new offices and the contractors are finishing up trimming out the overhead doors and working on the punch lists.
5. The Adult Probation offices at the service center are moving forward and starting to work on the punch lists also. However we are still having some issues with the boilers and we have set up a meeting with all the stake holders this Wednesday.
6. Sheriff Office project has been going forward with most of the new VAV's installed and starting to replace the air handling units. They are currently installing the first one (located in the basement).
7. Phase III. (Commissioners roof) has been awarded to Mid-State with a spring start date.
8. We are working on securing quotes for a couple of new projects at the communications center and the BOE. The first is a new area for the CCW and the latter a new concrete entrance and sidewalk for the BOE.

**2021 Initiatives:**

- Migrate all email accounts to sanduskycountyoh.gov
- Enable and setup 2FA/MFA for all county and city employees
- Update and post acceptable use IT policy
- Enable password complexity countywide – passwords expire every 6 months
- Migrate to new local domain, enable group policies and user management
- Bandwidth – with increased remote work, we are looking to upgrade our current bandwidth at Courthouse & Jail. We have 36 month pricing from Spectrum (at courthouse - \$975/month) and Everstream (at jail - \$950/month). Currently there are some Spectrum promotions available through the state.

**Current / Ongoing Projects:**

- Splunk – new monitoring and management application running. This provides us notifications and insight on what is occurring in our environment based on best practices criteria
- Ticketing & Remote support applications – new ticketing and remote support applications setup and implemented.
- Virtual servers – all servers except mail have been migrated to new virtual environment. Need to implement new backup policies
- Common Pleas – streamlining zoom meetings, replacing workstations due to age. Zoom licenses purchased, training in progress
- Email filter/archive – comparing ProofPoint and Mimecast
- Clerk of Courts – working on new court management system. Current vendor contract.
- SC Engineer – Moved all equipment to new server rack. Need to install new router and WIFI equipment
- Backups – Setting up backups for new virtual servers. Working on restructuring some backups.
- Antivirus – device control implemented
- Antiphishing – working with KnowBe4 to streamline the employee notification and training process
- BOE – USB whitelisting implemented.
- Physical server migrations – need to decommission old servers.
- SC SO – Working with jail on new inmate visitation system
  - 911 phone system – new update available, waiting for scheduling to install.
  - 911 CAD/RMS/JMS – conversion being reviewed. Met with Central Square rep in Wood County
  - Iphone – Gibsonburg PD installed, waiting for network components and connection to finish. New door station at dispatch complete and operational
- Parks – connected main office to Courthouse for access to Auditor apps
- Woodville PD – safe harbor system complete, waiting to confirm dispatch can lock door remotely
- EMS/Sanitary Eng – WIFI and video security project equipment installation to start in beginning of February.
- Woodville Court – network and video surveillance equipment delivered. Video conferencing equipment installed.
- OSS – video conferencing equipment installed and configured. Scheduling installation of network equipment. New director setup
- Adult Probation – setup networking equipment and Iphone access at JFS
- Land Bank – setup access for Brian Woods
- EMS – work with dispatch to setup pager tone stacking
- City of Fremont – will be working with City Admin on network hardware changes for secure remote access and increased security. Migrating accounting system from on premise to cloud, setting up new WAPs
  - Fremont Police – Working on video surveillance system issues
  - Prosecutor – replacing all workstations due to age
  - Backups – implementing same backup system as county
  - Email filtering/archive – moving city to their own separately managed filtering/archiving system
  - Antivirus – migrating all endpoints to Carbon Black to allow for better control and notifications
  - Working with North Coast to install new access control systems