

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

**MEETING 2021**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 3/4/2021

Time: 8:00AM

Present: Commissioners: Russ Zimmerman President; Scott Miller V-President; Charles Schwochow

Present: Theresa Garcia; County Administrator

Others present by teleconference: Ron Hiser

Others Present:

(\*action items)

| AGENDA ITEMS  | BRIEF DESCRIPTIONS / ACTION STEPS:   | PERSON RESPONSIBLE:                                 | DOLLAR AMOUNT: | MOTION / VOTE   |
|---|--|---|----------------|---|
| Call to Order Pledge of Allegiance (8:00am)   |  | Russ Zimmerman, President                           |                |   |
| *Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices | The 3/2/2021 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.   | Russ Zimmerman<br>Scott Miller<br>Charles Schwochow |                | *Motion: Move to Approve minutes<br>Moved by: Scott Miller<br>2nd: Charles Schwochow<br>Yes – 3 |
| Review of External board / Meetings Attended by Commissioners                                       | Commissioner Miller attended a ZOOM meeting with CCAO Taxation Committee. The Committee did move forward on adjustments to abatement rulings. There were other legislation topics they plan on working on in 2021.   | Scott Miller  |                |   |
|   | All three Commissioners attended a ZOOM meeting on the State of the Region presented by BGSU. There was a lot of information shared on the Regional meeting. Ohio seems to be sustaining itself really well during the pandemic. Manufacturing and Industry has been very successful. They hope by the end of the summer businesses will be closer to working back to a normal pace. | Russ Zimmerman<br>Scott Miller<br>Charles Schwochow |                |   |

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|   | Commissioner Zimmerman attended the EDC Press Conference Monday at the Neely Center. They made a comment at this conference that the manufacturing industry in Sandusky County was able to stay open during shut downs as they are essential businesses. They announced that Sandusky County ranked 7th among Micropolitans in the United States. EDC thanked all the businesses in the County for all the work they did to move Sandusky County to the position.  | Russ Zimmerman           |                          |  |
| <b>Commissioners and Administrator Discussion</b> | Commissioner Miller wanted to talk about the fire district line between Clyde and Bellevue. He received a call from a gentlemen that had questions on the re-districting. There were some questions on the action and why it was being done. Commissioner Miller wanted to inform Commissioners Zimmerman and Schwochow on the issue. This gentleman did not feel the re-districting was an ethical move and wasn't sure if the Commissioners could do anything. This is a fire and police issue and does not involve the Commissioners. | Scott Miller             |                          |  |
|   | John Horn contacted Commissioner Miller about questions he had on a parcel he purchased from the Land Bank. Commissioner Miller was able to negotiate the issues.  | Scott Miller             |                          |  |
|   | Administrator Garcia asked the Commissioners if they had any projects for CDBG grant. The project would have to be ADA and LMI qualifying. They will think about this in order to put an application in. Administrator Garcia will contact Ron Hiser at Facility Management to see if he has any projects.   | Theresa Garcia           |                          |  |
| <b>* Then /Now Documents</b>                      | One certificate was presented by the JJC. Invoice was not presented for payment until after 2020 PO's were liquidated. One invoice makes up this certificate.<br>Spoke Life Cycles - \$120.00<br><br>One certificate was presented by the Building Code Department. Clerk was unaware of the service prior to receiving the invoice. One invoice makes up this certificate.<br>Ohio Telecom - \$300.00   | JJC<br><br>Building Code | \$120.00<br><br>\$300.00 | *Motion: Move to Approve certificates<br>Moved by: Scott Miller<br>2nd: Charles Schwochow<br>Yes – 3 |
| <b>* Personnel</b>                                | None   |                          |                          |  |

|                     |   |                          |            |  |
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| * Travel Requests   | None  |                          |            |  |
| Facility Management | <p><b>Ron Hiser – Facility Management.</b> Ron called in for his regular meeting with the Commissioners. See attachment A for agenda items. The installation of the new HVAC system in the date processing room was completed. The old system stopped working shortly after, so it was good thing those were done. Ron asked about the progress of the Village of Woodville signing on with our Building Code Department. He has a project he would like to be able to use the local office for instead of going to the State. They are still having issues with the fire protection system at the Service Center. They had to repair the pipe again. The project at the jail is moving forward. Commissioner Zimmerman asked about the dehumidifier unit for the armory at the jail. Ron is still working on that. He has a unit in mind that would do a good job. Ron was asked to notify the Sheriff and get this done.</p> <p>Atul Chopra, IT Supervisor, and Cyndi Zienta, Law Library, both joined the call to talk about space for the IT office. We talked about space at the courthouse and how we can expand the office. The Commissioners and County Administrator visited the IT department to look at possible expansion alternatives.</p> | Ron Hiser - Director     |            |  |
| IT                  | <p><b>Atul Chopra – IT.</b> Atul called in for his regular meeting with the Commissioners. See attachment B for agenda items. Atul reviewed a map regarding a new dark fiber loop from Countryside to the Courthouse. He also had a quote from Ohio Telecom on installation and maintenance of this system. Atul reviewed current projects they are working on. Atul reviewed the remainder of his agenda items. They are updating City of Fremont network and adding better security for them.</p>   | Atul Chopra - Supervisor |            |  |
| * Resolutions       | 2021- 91<br>APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTYWIDE AND FUND TRANSFER FROM COUNTYWIDE TO MARINE PATROL (\$8,000.00) FOR MATHCHING GRANT FUNDS  | Countywide               | \$8,000.00 | *Motion: Move to Approve resolution<br>Moved by: Scott Miller<br>2nd: Charles Schwochow<br>Yes - 3 |
|                     | 2021 - 92<br>REJECTING SUBMITTED BID FOR COURT CASE MANAGEMENT SYSTEM SOLUTION AND SETTING NEW DATE AND TIME FOR OPENING BIDS ON  | Clerk of Courts          |            | *Motion: Move to Approve resolution<br>Moved by: Charles Schwochow 2nd: Scott                      |

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|   | BEHALF OF THE CLERK OF COURTS FOR A CASE MANAGEMENT SYSTEM SOLUTION   |                                    |          | Miller<br>Yes - 3  |
|   | 2021 - 93<br>APPROVING APPROPRIATION TRANSFER FOR BUILDING CODE FROM CONTRACT SERVICES (\$312.00) TO REFUNDS FOR RETURN OF OVER PAYMENT BY CONTRACTOR   | Building Code                      | \$312.00 | *Motion: Move to Approve resolution<br>Moved by: Charles Schwochow 2nd: Scott Miller<br>Yes - 3    |
|   | 2021 - 94<br>APPROVING BOND FOR BRADLEY J. SMITH, SANDUSKY COUNTY JUVENILE/PROBATE COURT JUDGE  | Probate Court                      |          | *Motion: Move to Approve resolution<br>Moved by: Charles Schwochow<br>2nd: Scott Miller<br>Yes - 3 |
|   | 2021 - 95<br>ENTERING INTO AGREEMENT WITH GREAT LAKES COMMUNITY ACTION PARTNERSHIP (GLCAP) TO ACT AS INDEPENDENT CONTRACT FOR THE FY21 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) B-F21-1CO-1   | GLCAP                              |          | *Motion: Move to Approve resolution<br>Moved by: Scott Miller<br>2nd: Charles Schwochow<br>Yes - 3 |
| <b>Public Open Session</b>              | Citizens Attendees – none<br>Media Attendees – none<br>Elected Officials – none   |                                    |          |  |
| <b>Mental Health and Rehabilitation</b> | <b>Mircea Handru – Mental Health Board.</b> Mircea came in for his regular meeting with the Commissioners. He wanted to update the Commissioners on TASC. They hired a professional company to review the program along with other programs associated with the Mental Health Board. It sounds like the report was pretty good. He has not seen the report yet. The one item noted was TASC does not have electronic medical records. They may have money to help pay for the program. TASC is receiving more from the Mental Health Board than they have in the past. They are doing a great job. He reviewed the current levy funding and how they are investing the funds. They do have funding coming to the Juvenile Court and Sheriff. Most of the programs the Mental Health Board provides they have been able to supply services by teleconference or internet. The Mental Health Board gives the schools funding to help with mental health counseling to help with some of the issues youth are experiencing with behavioral health. All | Mircea Handru – Executive Director |          |  |

|                                |  |  |  |  |
|--------------------------------|--|--|--|--|
|                                | the schools have the opportunity to apply for funds. There is an increase in mental health crisis's today compared to in the past. They do still struggle with the work force and hiring enough counselors. Mircea did note that Sandusky County offices all communicate really well together on what they can do to help families. Mircea is working with JFS Director on the special needs foster home. This would keep children local and give them the assistance they need close to home. |  |  |  |
| * <b>Adjournment (11:18am)</b> | With business completed for the day the meeting was adjourned.   |  |  | * Motion: Move to adjourn<br>Moved by: Scott Miller<br>2nd:<br>Yes - 3 |

Signature of:

Russ Zimmerman, President

Scott Miller, Vice President

absent

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 March 4th, 2021

\* Denotes action needed

1. New HVAC unit for the I.T. server room is finished including the factory start up.
2. Status of Woodville and Clyde building department resolutions?
3. Last week we had all the backflow devises tested and certified.
4. Continue to have issues with the dry pipe fire protection system at the Service Center.
5. 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 on the punch lists.
6. The Adult Probation offices at the service center are finishing up and contractors are work on the punch lists also. They have installed the exterior lights and received their final electrical inspection yesterday. They are finishing chilled water piping, installing cameras, and finishing up with some painting. Carpet for the Economic Development wing is scheduled to start March 22<sup>nd</sup>.
7. Sheriff Office project has been going forward with most of the new VAV's installed and starting to replace the air handling units. They have the first one installed (located in the basement) and are working on piping and ductwork for the second one.
8. Phase III. (Commissioners roof) has been awarded to Mid-State with a spring start date.
9. Working with I.T. on additional office space options.
10. 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.

Current requests:

- New/old employee – we will have a person starting on 3/15

- Office space and workstation (PC, monitor, applications)

- Dark fiber - \$137,000 plus \$1200/year maintenance – quote and planned route attached

Current / Ongoing Projects:

- Splunk – system provided info regarding failed login and

- Ticketing & Remote support applications –Currently have 500+ total tickets in the system, 373 tickets completed over the last month

- County network – replaced routers on Countryside Dr., will be replacing Courthouse routers during week of 3/8

- Virtual servers – Setting up new mail server.

- Common Pleas – zoom setup and streamlined, trained staff.

- Email filter/archive – ProofPoint and Mimecast pricing in hand, Mimecast to provide additional info

- Clerk of Courts – working on new court management system. Current vendor contract.

- SC Engineer – new router and WIFI equipment installed, need to replace outdoor AP

- Backups – Ordered new backup tapes per backup vendor recommendation. Need to setup new tape rotation
- Antivirus – device and application control implemented. Working with each department to create application list.

- Antiphishing – will be implementing new employee training process

- BOE – USB whitelisting implemented.

- Physical server migrations – need to decommission old servers.

- SCSO – 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

- Aiphone – Gibsonburg PD installed, waiting for network components and connection to finish. New door station at dispatch complete and operational

- Woodville PD – new MDT and OLEIS setup

- Gibsonburg PD – setup OLEIS and new network

- EMS/Sanitary Eng – WIFI and video security project equipment installation started week of 3/1.

- County Courts – replace Polycom teleconferencing equipment to allow Zoom integration

- Clyde Court – enhance audio recording system, document viewer request.

- Woodville Court – network and video surveillance equipment delivered. Video conferencing equipment installed.

- OSS – Scheduling installation of network equipment.

- Adult Probation – Aiphone access at JFS completed, starting video surveillance installation during week of 3/8

- Land Bank – Brian Woods' setup complete, laptop ready for delivery

- EMS – work with dispatch to setup pager tone stacking, setup workstations at each station with network scanning and all user profiles

- 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

- Network redesign and equipment replacement – scheduled to start 4/6/21

- Fremont Police – Working on network redesign and implementation

- Prosecutor – equipment ordered, awaiting delivery

- Backups – implementing same backup system as county. Will be requesting PO second week of March

- Email filtering/archive – moving city to their own separately managed filtering/archiving system

- Antivirus – submitted order on 3/2/21, awaiting delivery to schedule installation

- Working with North Coast to install new access control systems

