

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

MEETING 2022

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 1/4/2022

Time: 8:00AM – 12:31PM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser- conference line, Atul Chopra, Will Chambers, Sharie Chagnon, Lisa Hartley, Jeff Ortega, Josh Epperson, Naren Patel and Gavin Merriman – conference line.

(*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 12/28/2021 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
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the Building Code meeting. They were reviewing their letters of interest for board seats. The Board decided to interview the candidates to find the best fit. They are scheduling interviews for January 19 th .	Russ Zimmerman		
Commissioners and Administrator Discussion	Information on assisting the Regional Airport with staff was discussed. The Commissioners would like to have some information from the Board on options for running the airport. Administrator Garcia will reach out to Kendall with the update.	Russ Zimmerman Scott Miller Charles Schwochow Theresa Garcia		
	Administrator Garcia talked to the Commissioners regarding the State Auditors comment on inventory tags at the exit interview. After discussing this with the Auditor she felt this was only needed for Capital Assets. She had already spoke to the State Auditor in regards to this and did not feel it was necessary.	Theresa Garcia		

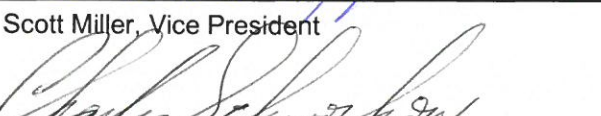
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Facility Management	Ron Hiser – Facility Management. Ron called in for his regular meeting. See attachment for agenda items. Generator at his building is installed and AEP installed the pole. Better Building Health Department project is advertised and the walk through is this week. He is going to do these walk throughs afterhours so there are no staff in the buildings. Ron reviewed the remainder of the agenda items. Commissioner Zimmerman talked to Ron about the chair lift project in Woodville.	Ron Hiser - Director		
IT	Atul Chopra and Will Chambers – IT. Atul and Will came in for their regular meeting with the Commissioners. See attachment for agenda items. Dark fiber route has to be changed. It may be routed over the Fifth Street Bridge. They worked on updating the cruiser Wi-Fi connections with a new program. Email migration should be completed in the next month or two. Tyler Tech vulnerability was finally fixed. It took several weeks to fix the issue. Courtroom audio/video equipment is installed. Engineer backup server has been worked on. They are going to use the Engineer to demo a new phone system. The remainder of the agenda items were reviewed.	Atul Chopra- Supervisor Will Chambers- IT Specialist		
* Resolutions	None			
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
Board of Elections	Sharie Chagnon and Lisa Hartley – Board of Elections. Sharie and Lisa came in for a regular meeting with the Commissioners. Board of Elections Board met this morning. They discussed early election this year and discussed pandemic issues. With early voting they discussed setting up a tent as they did at the beginning of 2020. The Commissioners asked to get a dollar amount on what it would cost to set up for early voting. They also noted the carpet and kitchen in the building need attention. They started doing some work in	Sharie Chagnon – Deputy Director Lisa Hartley – Deputy Director		

	2020 but when Covid started they stopped some of the renovations. Administrator Garcia will talk to Facility Management about getting back to the project. They also are part of the Better Building Project for HVAC and mechanical.			
VS Engineering	Jeff Ortega – VS Engineering. Jeff came in to review opportunities the county has with them to assist with some of the recovery funding projects. Josh Epperson came in with Jeff and two other staff joined on the phone. Josh introduced himself and gave background on what his responsibilities are with VS Engineering. Jeff did provide an agenda (see attached). Gavin Merriman gave his background. Naren Patel gave his background and background of the company. They have several offices and started the company in 1980. Potential assistance was discussed. Commissioners asked for a proposal to be presented. They could get this proposal back to us in a couple of weeks. They would first present scope of work for approval and then a cost proposal.	Jeff Ortega – Ohio Business Development Josh Epperson – Ohio Transportation Director Naren Patel – Director Water Resources Gavin Merriman – Project Manager		
* Adjournment (12:31pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: 2nd: Yes – 3

Signature of:


Russ Zimmerman, President


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 January 4th 2022

* Denotes action

1. The generator at the F.M. location has been installed. AEP set the pole and transformers yesterday. Burkett's needs to finish the inside work and we can switch over to the new service.
2. The Better Buildings Bid-Pkg. IV for the health department will be scheduling site visits, virtual visit Thursday Jan. 6th). Actual physical walk through January 12th.
3. Sheriff Office project CSO and Bays are finishing up the Dual Duct Boxes that service the Blocks. This has been hampered by the pandemic and related illnesses.
4. Communication center new lobby work is underway, they have revamped the new director's office so she can move and then they can start the lobby renovations.
5. We have given Mid-State the green light for repairs to the courthouse bell tower and they are working with the insurance on price reconciliation.
6. The renovation of the parks office building for the I.T. department is on hold for the moment. As the work crew is temporarily not be released.
7. We are working on the exterior cameras at the Service Center.
8. We have received some pricing for the Law library conference rm. renovation and will issue the PO# after the first of the year.
9. We are getting up-dated pricing on the awning at the service center.
10. The emergency lighting system up-grade at the Service center is approx. 90% finished.
11. Getting snow removal equipment ready for winter

Current / Ongoing Projects:

- Dark fiber – Ohio Telecom still working on possible route over river
- Application hosting (Akamai) – Sheriff's office using Akamai, scheduling with Auditor's office for their applications.
- County network
 - Additional bandwidth – Granite (\$1295/month) at Jail
 - Professional services – received quotes for switch project, need to review.
- County email
 - M365 finalized as product to implement – should have final pricing for licensing and migration by mid-February.
 - Email filter/archive – archive is available back to June 2020, waiting for remaining to be uploaded by vendor.
- Common Pleas – Wide Area Media started installation of audio/video equipment. Courtrooms 1 & 2 equipment installation is complete, programming and training to be completed. Courtroom 4 is complete.
- Clerk of Courts – replacement PCs installed and operational
 - Court management system – Pioneer selected as vendor of choice. Working through some legal changes on contract. Requested 2 year maintenance contract from Rockware.
 - Website – migrated website to GoDaddy
- SC Engineer
 - Backups – completing successfully now. New server will be needed.
 - Phone system – setting up demo for new phone system.
 - Audio/video system – Wide Area Media providing quote
- Backups – working through issues related to implementing replication, SureBackup (backup verification), and CDP (continued data protection) for critical systems
 - Jail data center backups – new backup server installed, need to setup backups mirroring courthouse.
- Cybersecurity – discussing MDR with Artic Wolf, finalizing services and pricing. Numerous exploitable vulnerabilities discovered over the last 3 months, none in our environment.
- Anti-phishing – new campaigns and training implemented
- EMA – finish setting up smart board
 - Avtec radio console – setup backup console and radio equipment
- SCSO
 - AVTEC radio console – Software update scheduled.
 - 911 phone system
 - Setting up backup services – Phone gateway mounted, working on connecting lines. Will work with vendor to complete configuration.
 - Radio systems – Bender Communications provided quote for replacing Rt. 412 equipment. Waiting for P&R quote. New jail repeater ordered.
 - CAD/RMS/JMS – waiting on process and pricing for enterprise platform
- EMS – going to migrate stations to virtual fax.
- TASC – server currently being backed up on courthouse server, need to implement new backup procedure
- City of Fremont
 - Setting up two factor authentication and network security log and reporting
 - Fremont Police – server and backup equipment quoted, restructuring their network for better management and security
 - Backups – vendor quote approved, will be ordering equipment and scheduling for installation.
 - Dark fiber – given go ahead by Mr. Frost
 - WTP & WRC – replacement equipment and backup systems prices provided and in budget.



Sandusky County Commissioners/VS Engineering


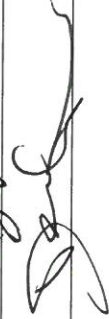
Jan. 4, 2022

11 a.m.

Agenda

- I. Welcome and Background – Jeff Ortega, VS Engineering, Inc., Ohio Business Development & Government Affairs Manager
- II. Introduction of VS Engineering Team – Josh Epperson, Ohio Transportation Director; Naren J. Patel, Director, Water Resources; Gavin Merriman, Project Manager & MS4 Specialist.
- III. Introduction of Sandusky County Team – Sandusky County
- IV. Introduction to VS Engineering - Patel
- V. Discussion of Potential Solutions – Group
- VI. Next Steps
- VII. Adjourn

01/04/2022

Name	Signature	Contact Information
Shane Chagnon	Shane Chagnon	—
Jeff Ortega		jortega @ VS engineering, com
PITA EPPENSON		jepper son @ VS engineering, com