

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

**MEETING 2022**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 1/11/2022

Time: 8:00AM – 12:02PM

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

Present: Theresa Garcia; County Administrator

Others Present: Peggy Courtney, Dave Thornberry, Kendal Rieman, Bruce Schrader, Kay E Reiter, Tim Myers, Stan Moyer

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
<b>Call to Order Pledge of Allegiance (8:00am)</b>		Scott Miller, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b>	The 1/6/2022 and 1/10/2022 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes from 1/6/2022 Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
<b>Review of External board / Meetings Attended by Commissioners</b>	Regional planning meeting will be discussed on Thursday.	Scott Miller Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes from 1/10/2022 Moved by: 2nd: Yes – 3
<b>Commissioners and Administrator Discussion</b>	The Commissioners had discussed a new comprehensive plan and county wage study be done. Administrator has received wage plans from other counties and is waiting on a study done by Clemans Nelson. The plans used by other counties have pay range assignments with the lowest starting range being number one similar to the comprehensive plan used in the past. Each position description is graded on a point	Scott Miller Charles Schwochow Russ Zimmerman		

	factor criteria by job duties and assigned a pay range. This reflects the wage comprehensive to the essential functions and responsibilities for different jobs. Once the last study is submitted we could point factor job descriptions to put them in the correct range.			
	Commissioners asked to have procedures typed up for processing outgoing mail. They understand there has been some problems with the processes and want information sent out to offices to make it an easier process to help make sure all the mail gets out in a timely manner.	Scott Miller Charles Schwochow Russ Zimmerman		
	New final rules came out from the State Treasury updating recovery funding projects and processing. The amount a County can transfer due to lost revenue has been updated. Administrator Garcia is going to ask the Prosecutor for an opinion.	Scott Miller Charles Schwochow Russ Zimmerman		
	One Ohio Regional call is on the agenda Thursday. Commissioner Schwochow will lead the call and give input on the program.	Theresa Garcia		
<b>* Then /Now Documents</b>	<p>One certificate was presented by the Board of Elections. PO was not done for poll worker training in September. One invoice makes up this certificate. Angela Young - \$15.00</p> <p>One certificate was presented by the Ditch Maintenance Office. Missed making a PO out for the Toledo Edison Bill for the end of 2021. One invoice makes up this certificate. Toledo Edison - \$150.59</p> <p>Three certificates were presented by the Commissioner's Office. One certificate, PO was not established prior to receiving the invoice due to end of the year process; second certificate, PO was not established prior to receiving the invoice as we did not know we would get this replacement before the end of the year and it was not included in the original order for vehicles; third certificate, PO was not established due to clerical error. GLCAP - \$ 5,000.00 Advantage Ford - \$34,797.38 Al Bauman - \$ 3,521.78</p>	<p>Board of Elections</p> <p>Ditch Maintenance</p> <p>Commissioners</p>	<p>\$15.00</p> <p>\$150.59</p> <p>\$5,000.00 \$34,797.38 \$3,521.78</p>	<p>*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3</p>

	<p>One certificate was presented by Common Pleas Court. Second competency evaluation approved by court and PO was not requested prior to services being rendered and invoice was not sent until 1/7/2022. One invoice makes up this certificate. Central Behavioral Health - \$1,000.00</p> <p>One certificate was presented by Adult Probation. PO from 2021 was liquidated due to Auditors year end closing procedure. One invoice makes up this certificate. Sandusky County TASC - \$800.00</p>	<p>Common Pleas</p> <p>Adult Probation</p>	<p>\$1,000.00</p> <p>\$800.00</p>	
* <b>Personnel</b>	Statement of Expense approved for Paul Whitaker			
* <b>Travel Requests</b>	None			
<b>Visitors Bureau</b>	<p><b>Peggy Courtney – Visitors Bureau.</b> Peggy came in with Dave Thornberry for their regular meeting with the Commissioners. See attached agenda. Peggy and Dave have talked about the next steps on the recovery funding projects. They will get scope of work together and prepare for bids for anything over \$50,000.00. They also presented an idea for some Christmas Light displays for the courthouse that would bring in some tourism. There was an example of what it would look like and an estimated cost. They would get sponsorship for the lights. The Commissioners thought it would be a great idea. The Visitors Guides are done and will be out in February.</p>	<p>Peggy Courtney – Executive Director Dave Thornberry – Marketing Director</p>		
<b>Regional Airport Authority</b>	<p><b>Regional Airport Authority Board Members.</b> The Board came in to talk to the Commissioners about personnel at the Airport. They recently lost their manager and they are on the search for a new manager. There was discussion on how nearby airports in Seneca and Ottawa County are run and what the options would be for Sandusky County. Bruce Schrader talked about the history of the airport and how it has been run. Kay Reiter had put together a plan summary on what direction the Airport would like to go with a long distance plan. They have done interviews for a manager. They would like this person to be forward looking. The current Board would like to move forward and build the airport. The Commissioners agreed they would assist with financing to get the right person. An MOU would be put</p>	<p>Airport Authority Board - Kendal Rieman Bruce Schrader Kay E Reiter Tim Myers Stan Moyer</p>		

	together and reviewed by the Prosecutor with an agreement to repay the funding.			
<b>* Resolutions</b>	2022 - 22 AUTHORIZING THE USE OF AMERICAN RESCUE PLAN (ARP) RECOVERY FUNDING FOR SANDUSKY COUNTY CLERK OF COURTS FOR A COURT MANAGEMENT SYSTEM	Recovery Funding		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 23 AUTHORIZING THE USE OF AMERICAN RESCUE PLAN (ARP) RECOVERY FUNDING FOR VILLAGE OF LINDSEY WATER & SEWER INFRASTRUCTURE PROJECT THAT WILL REHAB THE INTERIOR AND EXTERIOR OF THE WATER TOWER PER OEPA FINDINGS AND UPGRADING THE VILLAGE FILTRATION SYSTEM TO CORRECT VIOLATIONS FROM OEPA	Recovery Funding		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes – 2 (Zimmerman abstain)
	2022 - 24 APPROVING FUND TRANSFER FROM SALES TAX INCOME (\$560,000.00)	1979 Sales tax		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 25 AUTHORIZING THE SANDUSKY COUNTY SHERIFF OR DESIGNEE TO USE COUNTY CREDIT CARDS FOR WORK RELATED EXPENSES FOR 2022	Sheriff		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 – 26 APPOINTING TWO MEMBERS, CRYSTAL WALKER AND SCOTT MILLER TO THE GREAT LAKES COMMUNITY ACTION PARTNERSHIP (GLCAP) BOARD OF DIRECTORS FOR 2022	GLCAP		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 2 (Miller abstained)
	2022 - 27 AUTHORIZING MARRIAGE LICENSE FEES, DIVORCE, DISSOLUTION AND ANNULMENT FEES BE PAID TO FIRST STEP DOMESTIC VIOLENCE SHELTER AND SANDUSKY COUNTY LIBERTY CENTER PURSUANT TO SECTION 3113.34-35 OF THE OHIO REVISED CODE (ORC)	Domestic Violence		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3



<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Tom Fullen, Eagle 99 Elected Officials – none			
<b>Sheriff</b>	Sheriff was unable to attend this meeting.			
<b>* Adjournment (12:02pm)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes - 3

Signature of:

Scott Miller, President

Charles Schwochow, Vice President

Russ Zimmerman

**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.

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Clerk, Board of County Commissioners, Sandusky County, Ohio







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712 North Street, Suite 102 – Fremont, OH 43420 – 800-255-8070 – [www.sanduskycounty.org](http://www.sanduskycounty.org)

### **Commissioner Meeting Agenda – January 11, 2022**

1. Update on Relief Grant Funds project
  - Dave Thornbury will be with me so we can discuss next steps
2. County Christmas Lights
3. Update on Sandusky County Visitor Guide

01/11/2022

Name	Signature	Contact Information
Bruce Schold		
STAN MOYER		
Kendall Ripman		
Tim Myers		
Kaye Rents		