

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

**MEETING 2022**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 4/21/2022

Time: 8:00AM – 10:58AM

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

Present: Theresa Garcia; County Administrator

Others Present: Steve Shiets, Bob Kusmer, Michelle Mong

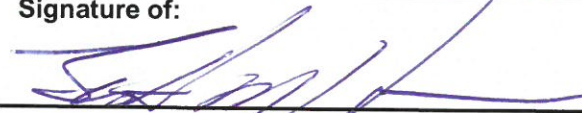
(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 4/19/2022 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 Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioner Schwochow attended the One Ohio Regional meeting. They are still at the starting gate. Some of the by-laws were updated and had to be resubmitted and voted on. Information was taken back to the home counties for approval. CCAO has offered to give an attorney opinion on by-laws if the regional group would like to have them review it. Our Region is ahead of the other regions at this time in putting the board together.	Charles Schwochow		
	Commissioner Zimmerman attended the FCFC executive committee meeting. The financial report was reviewed and in good shape. The meeting covered the Ohio Rise Program and the status of the program. There are eleven counties in the group. The county is doing this on their own right now for the cases they have. The State has pushed the program down the road and	Russ Zimmerman		

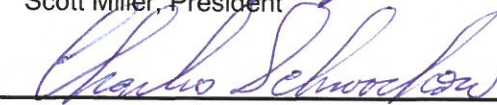
	delayed it too many times so they will sit back and wait until they get better direction.			
<b>* Then /Now Documents</b>	<p>One certificate was presented by 911 Office. PO was overlooked for the annual payment for 2022 911 back up phone lines. Once invoice makes up this certificate. Granite Telecommunications - \$81.67</p> <p>Three certificates were presented by the Board of DD. PO has been closed since the invoices wasn't received prior to 2021 PO's being closed and two certificates PO's were not requested for the training. Three invoice makes up this certificate. Healthlink - \$95.00 Meoric - \$25.00 and \$25.00</p>	<p>911</p> <p>Board of DD</p>	<p>\$81.67</p> <p>\$95.00 \$25.00 \$25.00</p>	<p>*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3</p>
<b>* Personnel</b>	None			
<b>* Travel Requests</b>	None			
<b>Sanitary Engineer</b>	<p><b><u>Steve Shiets – Sanitary Engineer.</u></b> Steve came in for his regular meeting. See attachment for agenda items. They are winding down on the Wightmans Grove project. They are working on completing the individual connections There has been quite a few issues that had to be corrected during the project. Still working on the District One agreement. General water plan is also in progress. MS Consultants is working on the plan and they are including the North SR 53 water project. Green Creek Sanitary Sewer was discussed and work that needs to be done. State Auditor has been in to work on the billing audit process. They would still like to purchase a mini excavator. He has the engineer in training position posted. He has started putting together information on the office remodel that will happen after EMS moves.</p>	Steve Shiets – Sanitary Engineer		
	<p>Bob Kusmer, Ballville Township Trustee, came in to talk to the Commissioners about their recovery funding project. They are out to bid on the Buchanan Road project. They appreciate the assistance. He presented a request to the Commissioners for assistance with Oakwood Cemetery. They are asking if there is any remaining Recovery Funding they would ask for consideration of the request.</p>	Bob Kusmer – Township Trustee		

* Resolutions	2022 - 125 APPROVING APPROPRIATION TRANSFER IN INSURANCE FROM INSURANCE TO TRANSFER AND FUND TRANSFER FROM INSURANCE FUND TO SICK LEAVE FUND (\$1,375.00) FOR RETIREMENT SICK LEAVE CONVERSION PAY OUT	Insurance and Sick leave	\$1,375.00	*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 – Bob Kusmer, Ballville Township Trustee			
Board of DD	<b>Sarah Zimmerman – Board of DD.</b> Sarah came in for her regular meeting with the Commissioners. See attachment for agenda items. Michelle Mong, Business Manager, came in with Sarah. They are going to be piloting some changes at the building. Their receptionist is going to be retiring and they are going to try something new to fill the position. The new residential home has been approved for 100% funding for the renovation. They continue to develop the new Youth Respite Home. They are struggling with a shortage of DSP workers. This is a significant area of concern as they may have to discontinue some assistance. Sarah shared upcoming events the Commissioners were invited to participate in.	Sarah Zimmerman - Superintendent  Michelle Mong – Business Manager		
* Adjournment (10:58am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes - 3

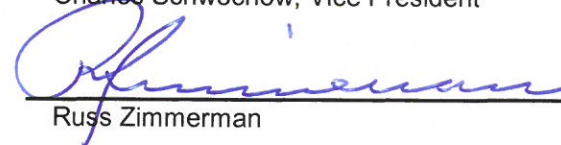
Signature of:



Scott Miller, President



Charles Schwochow, Vice President



Russ Zimmerman

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Garcia  
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



**AGENDA**  
**Commissioners' Meeting**  
April 21, 2022

1. Wightman's Grove Sanitary Sewer Collection & Treatment System
  - Contract A: Sanitary Sewer & Lift Station – Underground Utilities Inc. (UUU)
    - Items remaining for UUI:
      - Preconstruction Video for yard complaints at 2904 & 2909 County Road 208
      - UUI Surveyors finalize Manhole Elevations for As-builts
      - UUI Surveyors reset property pins for the lift station properties
      - Silt fencing removed from around lift station
      - Determined leak in the vault chamber above wetwell
      - Pump control issues now that faults with power failures were corrected
      - Taps to the system have started
        - 12 permits have been obtained
        - 3 connections completed
        - 2 connections should be done this morning
      - Sandusky River Co. – Additional Taps
        - Agreement is pretty clear that there were only to be 25 laterals for future taps
        - Appears to be 3 existing structures to tap (was 4 when plans were drawn up)
        - PDG originally reported 3 additional taps for vacant lots
        - Sandusky River Co. reported 9 additional taps for vacant lots
        - Going through TV Inspection & reports from Darr's to verify the lateral connections
          - TV Inspection indicates a total of 37 taps (4 existing, 33 future)
          - Agree with Sandusky River Co. of 9 additional taps (1 existing torn down)
            - Most have a lateral of at least 16' and a 5' cleanout for a total of 21'
            - 21' x 9 = 189' of additional 6" pipe at \$94 per Linear Foot
            - \$94 per L.F. x 189' = \$17,766 (Offered \$10,000)
        - As-built from PDG for final quantities on the laterals did not specify lengths
        - Prosecutors advised adding an addendum to the agreement for additional taps
        - This will need resolved prior to the end of the connection period
  - Contract B: Wastewater Treatment Plant – B. Hill's Excavating
    - Construction Change Orders
      - Change Order #1 – \$18,673
        - Electrical Drawings (No Cost Change)
        - Sand Filter Size (\$1,092)
        - Additional Valve on Force Main Connection (\$1,562)
        - Yard Hydrant (\$6,843)
        - Frost Free Wall Hydrant (\$599)
        - 8' Widening of East Drive (\$3,750)
        - Fence Reconfigured due to Electrical Meter (\$1,687)
        - Raise Building Elevation (\$1,760)
        - Installation of Yard Drain for low spot (\$3,580)
        - Finalized Quantities (Deductions)
          - Change Order #2 - \$1,316.80
            - PDG omitted the door sensors on the plans
            - Electrical subcontractor Transtar just notified PDG of this omission
      - Construction Update
        - Standby Generator was delivered and startup was done on April 14, 2022
        - Bergren Co. is probably 95% on updating Master Terminal Unit at office
          - Third Review of the system needs done time permitting
        - Electrical subcontractor Transtar has sensors to install on the doors

## 2. District #1 Agreement – No Changes

- New Agreement had three requests originally from the County
  - Switchover Date for County to take over the billing for County customers with a flat rate
  - Add an Operation & Maintenance charge to the City for pumping Pinewood Village Area
    - This would include the Autumnwoods Subdivision Area
    - Similar to how Grandview Lift Station pumps City sewage from Augusta Drive Area
  - Update the rates to the current rates for both the City and County
- New Agreement had one request originally from the City
  - City I/I Plan was approved via Ohio EPA with the following commitments:
    - County is committing \$50,000 annually for I/I Plan over the 10 year period
    - If \$50,000 is not spent in that year, funding rolls over to the next year
    - Basically committed spending \$500,000 on I/I issues within the next 10 years
  - City requested the following items based on their review:
    - County pays for upgrades to the City's system to connect new properties
    - Removal of County unmetered customers referenced to City unmetered customers
    - City is willing to proceed with the Switchover date
    - Modification of the description of the City's charge
    - Update the County's charge
  - During the last discussion, City billing office indicated the overhead charge was \$1.88
    - Cost does not support Switchover to County performing the billing at \$6.95
    - Still don't think we are comparing apples to apples but we are closer than before
  - John Larson has updated the agreement and I have it to review

## 3. General Water Plan (Performed by ms consultants)

- \$22,000 covered via the Sanitary Engineers Service Agreements for 2018 to 2022
- Many items within this plan will be utilized to finalize the Asset Management Plan
- Evaluate County Water Plant vs. City of Fremont Water
  - Met with the City of Fremont on December 18, 2018 and December 17, 2019
- Covid Cares Act – Costs to replace Water Plant, Water System & Fire Protection
- Expansion of County Water Service
- We were about 90% complete until the recent development along SR 53 occurred
  - ms consultants is very close to getting a draft to us to review
  - The 20 year evaluation is going to be slightly cheaper for a County owned system
    - County would own and operate treatment plant and distribution system
    - The quickest would be an extension from the City
      - City would supply water with County owning distribution system
  - Supply issues during construction could be a problem for either way
  - ms consultants suggested starting with the duplicate parts of either project
- Four main factors:
  - 1) Time Schedule
  - 2) Construction Costs
  - 3) Control of Use
  - 4) Funding – which has not been discussed

#### 4. Office Operations

- Green Creek Sanitary Sewer Evaluation – ms consultants
- Currently reviewing the second draft
- 3 scenarios discussed within the evaluation
  1. Replace Mid City Mobile Home Park plant with new plant
    - Emerald Estates could pump to the new plant
  2. Install new County Wastewater Plant at the Airport
    - Mid City & Emerald Estates could pump to new plant
    - OEPA Effluent limits cannot be met in this scenario
    - Also the most costly scenario
  3. Replace Mid City Mobile Home Park plant with new lift station to pump to Clyde
    - Also replace Emerald Estates plant with new lift station to pump to Clyde
- Scenario 1 is the cheapest route for both MHPs
  - Does not necessarily need to be County owned and operated
  - Does not allow for expansion of the SR 20 corridor
- Scenario 3 is the most enticing for development of the SR 20 corridor north of the railroad
- Once second review is done, will discuss with Mid City as they are the biggest contributor
- NPDES Permit Renewal Applications to the Ohio were due by April 3, 2021
  - Adams Acres Wastewater Plant NPDES was finalized and received
  - Westwood Wastewater Plant – still no draft permit for review
- Update for Rules & Regulations and Licensed Contractor's Handbook
  - Include rules on force main connections (Wightman's Grove Force Main)
  - Couple property owners are requesting connections
  - Only allow where gravity sewers don't make sense in the future
  - Specify e-One grinders owned and maintained by the property owner
- Personnel – Bryan Bailey resigned on April 1, 2022
  - Engineer In Training position was posted on April 18, 2022
- State Auditor has started the Billing Audit process
- Annual Report has been started as well

#### 5. Field Operations

- Shorewood Water System – Cellular read water meters from Badger are ordered
  - Covid Cares Act funding - \$53,747.18
  - Water meter replacements to be forthcoming
- Covid Cares Act Funding – Kubota Mini-Excavator \$50,381.08
  - Accessories (new total of \$56,636.08) as follows:
    - K7870-WB Mechanical Quick Attach Coupler (\$985)
    - K7910-WB Hydraulic Thumb Plumbed Hard (\$2,185)
    - K7875-WB 24" Trenching Bucket with Teeth (\$1,950)
    - K7877-WB 36" Ditch Cleaning Bucket with Bolt on Cutting Edge (\$1,135)
  - Backhoe Equipment Fund has \$15,942.55
  - Trailer Equipment Fund has \$575.01
  - Sell 1983 Backhoe via GovDeals (\$10,000 to \$15,000?)
    - A similar backhoe was being sold for \$25,000
  - Would Covid Cares Act cover between \$20,000 to \$30,000?
- Muskellunge Lift Station – Control Panel Replacement
  - Replacing rusted control panel (most site preparation performed in-house)
  - Control panel was installed and awaiting backordered electrical components
    - Burketts will complete when components are received
- Adams Acres – Leaking flange gasket to be fabricated in-house and installed
- Enchanted Acres – Discharge pipe leaking on Pump #2 (Repair sleeve to be installed in-house)

## 6. Office Remodel

- Met with Porter Architects & CT Consultants to start the discussion on March 9, 2022
  - Awaiting contract and price
- Coordination with the EMS renovation of their building on E. State Street will be crucial
- Planning for Sanitary Engineers to take over EMS portion of building and cold storage building
- Sanitary Engineers will be looking at the following:
  - Mini space study for current and future needs
  - Building renovation and expansion including site improvements
    - Key areas of focus for the work
      - Meeting / Training Areas for both public and staff meetings
      - Customer Drive Through with Drop Box
      - Updating the Lab for Water & Wastewater Testing
      - Updating Parking Lot and Yard Lot for better flow of vehicles
      - Asphalt the majority of the Yard Lot
      - Increasing Maintenance Area for Pump Repairs
      - Increasing Garage area for vehicles along with wash & maintenance bays
      - Increasing Storage Building area for equipment storage
      - Provide individual offices for Supervisor positions
      - Separate areas for I.T. equipment, radio equipment, and housekeeping
      - Separate area from work area for employee lunch breaks
- Sanitary Engineer Renovation & Expansion can utilize OWDA loan for project funding
- Fund requests from the Commissioners
  - Customer Parking Lot
    - Change of the Parking Lot for safety concerns
    - Better flow for pedestrians crossing the street (most don't realize it is a street)
    - Also will allow for a larger parking lot for future County Office structure
  - Separate Electrical Service for Fuel Depot
    - Utilize old EMS Electrical Service or Sanitary Engineer Electrical Service
    - Sanitary Engineer's electric is maxed out in Storage Building from Fuel Depot
    - Fuel Depot electric has been paid by the Sanitary Engineers since installation
    - EMS old transfer switch will be utilized for Fuel Depot





# Sandusky County Commissioners Report

April 21, 2022

## **Adult Residential Home**

Adult Residential Home: SCBDD and Sandusky County Metro Housing Authority were successful in obtaining approval from DODD's Community Capital Assistance (CCA) reimbursement at 100% for all renovation costs for our recently purchased home. The construction work is scheduled for this summer with a county contractor.

## **Youth Respite Home**

An RFP is being developed to search for a provider so the youth respite home can launch. This has been a long-dreamed goal of our board and a significant service need for many families. Final items are being purchased and installed from the recent grant award. An open house will be scheduled once the final items and work is finished.

## **DSP Shortage**

This staffing shortage continues to grow and become detrimental to safely meeting the needs of those we serve. This is SCBDD's most significant area of concern and focus of much attention and work. Many individuals are experiencing reductions or changes to their services, and many are going without services all together. Services continue to be underutilized and expenses are under budget and not accurately reflective of the needs within our county. Providers and SCBDD are being forced to consider not allowing individuals to return to their home from the hospital and/or what was intended to be short-term nursing home or transitional/rehabilitation care services because a lack of staff to work in the homes. These are individuals who have and should be served in their own homes and community rather than larger congregate care units but are unable to simply because a lack of available staff. This is an alarming new trend and concerning since it is not reflective of our system or our board's mission and abilities to serve individuals in community settings they choose. SCBDD's Board is once again evaluating and preparing to launch a provider support initiative that will hopefully help recruit and retain staff so services can become stable. Across the state, superintendents and DD associations are collaborating to identify a possible statewide effort to help address this staffing emergency. Associations have recently supported a plan and we await news from the department and the Governor's administration if it is a viable option.

## **Federal Update**

The federal government recently announced they were approving another extension for the Public Health Emergency to mid-July 2022. This extends the enhanced FMAP (eFMAP) again and will temporarily reduce the Medicaid waiver local match amounts and administration fees while temporarily enhancing TCM reimbursement rates. This is temporary, pandemic related federal fiscal relief.



## **Other Upcoming Projects**

- Launching a provider RFP for youth respite services
- Developing school training and resource plans and grants
- Agency wide ice cream social
- Advancing technology resources
- Sandusky County's DD Council Derby Gala – Saturday, May 7<sup>th</sup>
- Schools Out for Summer Ice Cream Social held in conjunction with a celebratory send off and pep rally for our Sandusky County Special Olympics athletes and coach who will represent Ohio's team – Tuesday, May 24<sup>th</sup>

## **Sandusky County Special Olympics Representing Team Ohio in USA Games**

- Three representatives from Sandusky County were selected to represent Team Ohio in the USA Special Olympics games in June in Orlando, Florida. Whitney Parker (far left) is on the 3 on 3 basketball team. Sarah Leeper (center) is on the cheer team. Ed McClain, who is SCBDD's Special Olympics Coordinator, is coaching the bowling team. We are excited to have any representatives serve on Ohio's team – much less 3 selected!





## DD Awareness Month – Community Basketball Game



We had a great time wrapping up March's DD Awareness Month with a community basketball game at the Fremont Ross Middle School! Special Olympic Athletes, Fremont Ross Athletes, and community 'celebrities' all enjoyed a high impact game which resulted in a tie! We recognized the compassionate efforts of Vanguard's Business Students who unknowingly to us raised more than \$1,400 for Sandusky County Special Olympics as a class project. Those students and teachers spoke during half time.

