

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

**MEETING 2022**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 4/26/2022

Time: 8:00AM – 11:07AM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Kelly Askins, Joe Luc, Carlos Baez, Martha Bowen, (see sign in sheet for contractors)

(\*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                             |                |   |
| <b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b> | The 4/21/2022 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.  | Scott Miller<br>Charles Schwochow<br>Russ Zimmerman |                | <b>*Motion: Move to Approve minutes<br/>Moved by: Russ Zimmerman<br/>2nd: Charles Schwochow<br/>Yes – 3</b> |
| <b>Review of External board / Meetings Attended by Commissioners</b>   | All three Commissioners sat in on a virtual meeting with RDG regarding the EDC capital campaign. They asked the Commissioners for input on the campaign and what the EDC is asking for from donors. The Commissioners agreed to the current funding they have agreed to in the past. They also suggested the group remember we are a rural county and that needs to be how they market the county. | Scott Miller<br>Charles Schwochow<br>Russ Zimmerman |                |   |
|  | Commissioner Schwochow attended the Community Corrections Board meeting. He reviewed the Ohio One program and where they are at with that program. He updated the group on the tour of the jail with both Senator Reineke and Representative Click. There was conversation on the purpose of the CCB and how often they should meet.   | Charles Schwochow                                   |                |   |

|                              |   |   |  |   |
|------------------------------|---|---|--|---|
|                              | Commissioner Miller attended the Regional airport meeting. They are very in tune with getting things started out there. The new Airport Manager, Michael Russel, did an inventory of what they have and what they need to have or replace. They have several planes that are housed and owners pay rent. Fuel sales are still a big part of the revenue. They do have a vendor considering building by the airport.   | Scott Miller                            |  |   |
|                              | Commissioner Miller attended the ground breaking ceremony of Celery Gardens in Ballville Township. They cleaned up the area and plan to plant gardens and use it as a roadside produce stand. He is trying to return the area to its original look.   | Scott Miller                            |  |   |
|                              | Commissioner Miller attended the TMACOG General Assembly. They have a new Board Chair. They broke off into several groups (schools, government etc.) to discuss specific issues to each group. There were several State Representatives attending to hear results of some of the discussions. The H2Ohio project was discussed along with jail upgrades. Workforce was another big issue that was a concern by the majority.  | Scott Miller                            |  |   |
| <b>* Then /Now Documents</b> | <p>Three certificates were presented by the Commissioner's Office. First certificate, PO was not done for 2022 due to error and the other two were 2021 invoices that were not received prior to PO's being closed. Three invoices make up these certificates.<br/>           Bayes Inc. - \$ 34,450.37<br/>           Lucas County Coroner - \$1,450.00<br/>           Brint Electric - \$4,006.60</p> <p>Two certificates were presented by the Board of DD. First certificate PO was used for another invoice and the second one a PO was not requested. Two invoices make up these certificates.<br/>           Wadsworth - \$309.00<br/>           Amazon - \$213.76</p> | <p>Commissioners</p> <p>Board of DD</p> | <p>\$34,450.37<br/>           \$1,450.00<br/>           \$4,006.60</p> <p>\$309.00<br/>           \$213.76</p> | <p>*Motion: Move to Approve certificates<br/>           Moved by: Russ Zimmerman<br/>           2nd: Charles Schwochow<br/>           Yes – 3</p> |
| <b>* Personnel</b>           | None  |   |  |   |
| <b>* Travel Requests</b>     | None  |   |  |   |

|                                   |  |                                  |                       |  |
|-----------------------------------|--|----------------------------------|-----------------------|--|
| <p><b>Facility Management</b></p> | <p><b><u>Ron Hiser – Facility Management.</u></b> Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. His office is working on a capital project priority list. He needs to replace the furnace in Clyde Court. Ron was asked about putting one full system in for the whole building. That would cost quite a bit more. The Commissioners recommended he replace the furnace. The architect was out on East State Street to do some on-site measuring. They continue to work on the remodel of the IT office. The Health Department water damage project is still being finalized. They are working on the boiler and hot water pump issue at the jail. The Commissioners asked to see the quotes for a new boiler.</p>                  | <p>Ron Hiser - Director</p>      |                       |  |
| <p><b>Dog Kennel</b></p>          | <p><b><u>Kelly Askins – Dog Kennel.</u></b> Kelly came in for her regular meeting with the Commissioners. See attachment for agenda items. 2022 dog license renewal counts were reviewed. They started making calls on un-renewed dog licenses. Kennels census and kennel incident report was presented. Staff training continues. Kelly may have found a vendor to put the new kennel box on the truck. There are several upcoming events that were listed.</p>   | <p>Kelly Askins – Dog Warden</p> |                       |  |
| <p><b>Engineer</b></p>            | <p><b><u>Carlos Baez – Engineer.</u></b> Carlos came in for a regular meeting with the Commissioners. Carlos was asked to talk about Ditch Maintenance. He is responsible for just cleaning basic ditches in the county. These are ongoing. He then has the petitioned ditches. He has over 130 ditches. The plan is to clean 40 to 50 miles each year. They only have a certain amount of time to clean them and it is weather permitting and depending on crops that are planted. See attached maintenance schedule for 2022. If there are specific areas that need more attention he will make sure it gets done. Carlos continues to help the Visitor Bureau with their project. They are replacing one bridge this year and they are also updating their county web page.</p> | <p>Carlos Baez - Engineer</p>    |                       |  |
| <p><b>* Resolutions</b></p>       | <p>2022 – 126<br/>ENTERING INTO CONTRACT ON BEHALF OF COUNTY ENGINEER WITH M&amp;B ASPHALT CO., INC., TIFFIN, OHIO, FOR THE 2022 CR 32, CR 33 &amp; CR 36 RESURFACING PROJECT (\$1,581,353.00)</p>   | <p>Engineer</p>                  | <p>\$1,581,353.00</p> | <p>*Motion: Move to Approve resolution<br/>Moved by: Russ Zimmerman<br/>2nd: Charles Schwochow<br/>Yes – 3</p> |

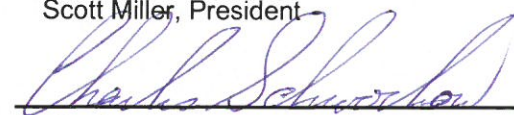
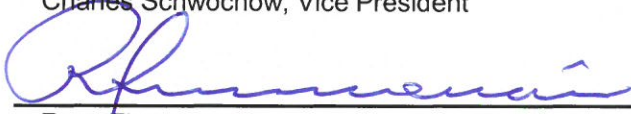
|  |   |                    |                            |  |
|--|---|--------------------|----------------------------|--|
|  | 2022 - 127<br>APPROVING FUND TRANSFER FROM SALES TAX INCOME TO GENERAL FUND (\$500,527.08)  | 1979 sales tax     | \$500,527.08               | *Motion: Move to Approve resolution<br>Moved by: Charles Schwochow<br>2nd: Russ Zimmerman<br>Yes – 3                   |
|  | 2022 - 128<br>APPROVING SUPPLEMENTAL APPROPRIATION TO BOARD OF ELECTIONS SECURITY FUND TO CONTRACT SERVICES CONSULTANTS (\$20,000.00) AND POLL WORKERS (\$39,072.00)  | Board of Elections | \$20,000.00<br>\$39,072.00 | *Motion: Move to Approve resolution<br>Moved by: Charles Schwochow<br>2nd: Russ Zimmerman<br>Yes – 3                   |
| <b>Public Open Session</b>                       | Citizens Attendees – none<br>Media Attendees – Tom Fullen, Eagle 99<br>Elected Officials – Carlos Baez, Engineer  |                    |                            |  |
|  | Martha Bowen, Health Department, stopped in to talk to the Commissioners about a property on CR 198. The property owner was going to put a plan together to clean up raw sewage on the property and she wanted to make sure that they were unable to tap in to the sanitary sewer at Wightmans Grove. There is no guaranteed time on when they would be able to connect at Wightmans Grove. They would need to take care of the issue on their own at this point. |                    |                            |  |
| <b>Engineer bid opening for 2022 Resurfacing</b> | Carlos Baez, County Engineer, requested bids for 2022 resurfacing of various county roads. Commissioner Miller turned the meeting over to Carlos to open bids. There were a couple of contractors attending the opening. There were two bids submitted for the project. Bids were opened and read. Commissioner Miller moved to tabulate the bids and award at a later date.  |                    |                            | *Motion: Move to tabulate and award bid at a later date<br>Moved by: Scott Miller<br>2nd: Charles Schwochow<br>Yes – 3 |
| <b>* Adjournment (11:07am)</b>                   | With business completed for the day the meeting was adjourned.  |                    |                            | * Motion: Move to adjourn<br>Moved by: Russ Zimmerman<br>2nd: Scott Miller<br>Yes - 3                                  |

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

Signature of:

absent  
\_\_\_\_\_  
Scott Miller, President  
  
\_\_\_\_\_  
Charles Schwochow, Vice President  
  
\_\_\_\_\_  
Russ Zimmerman

**Board of County Commissioners, Sandusky County Ohio**





## Topics of Discussion for the meeting Dated April 26th 2022

1. We are working on a capital priority list.
2. Sheriff Office acquiring additional storage space in Building Department Bid.
3. Capital Expenditures for new I.T. office.
4. We are securing pricing on blackout sealing for this summer.
5. Dog Warren wants to develop a dog quarantine area.
6. We are securing pricing for moving the data racks at the BOH from the mechanical room to the server room. We will need to address the cooling accordingly.
7. We are working on securing quotes for a fire alarm system at the Board of Health.
8. We are securing quotes for new exterior lighting at the BOH, BOE, and Clyde Court.
9. The State Street location is in the design stages. The architects have been on site to do their on-site measuring.
10. We met with Warner Mechanical for the health department. They are developing a time line and entering submittals for this project.
11. Sheriff Office project is finishing up, we had the fire alarm training 4/7/2022 and are finalizing contractor invoicing.
12. Communication center new lobby work and restroom is finishing up. They have a couple of countertops to install to complete the project.
13. The renovation of the parks office is back on track. We met with AEP for the new electrical service and the contractor has installed the conduit, wire, gas line, transfer switch, and generator pad. Rough framing for the walls are complete and the electrical and data are being installed.
14. Exterior cameras at the Service Center are installed. Remaining monitors are being installed
15. We have received the awning for the service center and will install it in-house.
16. Central purchasing is finishing the process of creating the inventory list in our work order program... Facility Dude. They sent out a letter to the department heads to set up requesters.
17. The water damage at the board of health has been addressed by Cousino's Restoration. We met with the insurance provider and they are developing the scope of work to complete the renovations. Initial billing has been sent into H.R.
18. Our own Sandusky County housekeeping started April 11<sup>th</sup> at all Sandusky County Offices.
19. We are securing pricing for the a New sign for Service Center
20. Lease reconciliation with Service Center. (10 year average). We met with their CFO and have come to a principal agreement, lease will need to be amended.
21. Boiler and domestic hot water pump issues at the Sheriff Office
22. The furnace at the Clyde court has failed (clerk of court side).

# County Commissioner's Meeting

## Dog Warden's Office

April 26<sup>th</sup>, 2022

| <u>2022 Dog License Sales</u> | <u>Previous Year</u> | <u>Current Year</u> |
|-------------------------------|----------------------|---------------------|
| 1 Year Dog License            | 10,676               | 9169                |
| 1 Year Dog License Late       | 207                  | 402                 |
| 1 Year Partial License        | 74                   | 0                   |
| 3 Year Dog License            | 223                  | 172                 |
| 3 Year Dog License Late       | 12                   | 8                   |
| 3 Year Partial License        | 8                    | 0                   |
| Dangerous Dog License         | 15                   | 14                  |
| Duplicate License             | 20                   | 23                  |
| Kennel License                | 23                   | 23                  |
| Kennel License Extra          | 18                   | 20                  |
| Permanent Dog License         | 35                   | 24                  |
| Service Dog License (Free)    | 0                    | 0                   |
| Transfer In                   | 10                   | 3                   |

### Kennel Census

April 2022

Impounded- 16  
 Redemptions- 11  
 Adoption- 5  
 Euthanized- 0  
 Transfer- 1

March 2022

Impounded- 54  
 Redemptions- 29  
 Adoptions- 18  
 Euthanized- 2/2  
 Transfer- 3

### Kennel Incidents

April 2022

Aggression- 3  
 Community Asst. - 2  
 Bite- 1  
 Humane- 5  
 RAL- 23  
 Sick/Injured- 0  
 No License- 0

March 2022

Aggression- 2  
 Community Asst. - 1  
 Bite- 6  
 Humane- 19  
 RAL- 33  
 Sick/Injured- 0  
 No License- 0

Requested graphs and charts are attached.

### Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by kennel staff.

Deputy Knipp enrolled in CIT training for the month of May.

### To Discuss

I am still trying to find a company for a quote for the dog containment that will be installed in the new truck where the back seat is. Recently reached out to a new company, just waiting to hear back from them.

We are still on hold for purchasing a second vehicle until the dealerships get vehicles in.

Meeting scheduled with CPS to develop strategies to assist each other in mutual cases went very well. This will benefit both departments during the investigation process for any mutual cases.

Currently making courtesy calls on un-renewed dog licenses.

Humane Case issues

Bathroom remodel

### Events

5<sup>th</sup> Annual Beat the Heat Event will be held June 16<sup>th</sup> at 1pm in the parking lot of the Sandusky County Fairgrounds.

T shirts for fundraisers for both the SDF and the Alpha Project ongoing.

### Humane Related

Humane Related Welfare Checks- Unfounded- 2  
Pending- 6  
Education Needed- 3  
Charges Filed- 0  
In Court- 1

### Questions?



# Construction Projects for 2022-23

## Don Hovis

Allwardt Ditch 11,855 ft dipped \$7,920.00 \$20,000.00  
Aldrich-Entire Length 18,847 ft \$18,920.00 \$25,000.00  
Michaels Welliver 6,851ft \_\_\_\_\_ \$9,000.00  
Coon-Taulker- Branch entire length (8,003 ft) \_\_\_\_\_ \$12,000.00  
Gries just north of CR 41 to CR 32 17,077ft \_\_\_\_\_ \$25,000.00  
Gries – TR 55 to CR 66 and from TR 74 to lower end...possibly haul (13,900 ft) \_\_\_\_\_ \$16,000.00  
FH Bartson 8297 feet From Lat to State pull sand Bars- 7180 From McGormley to Lat dip out \_\_\_\_\_ \$20,000.00  
**Hunt Wagner** 925 feet need dipped from Soule Property line to Hartley Dean Ditch and 1175 feet along 288.  
2235 feet needs dipped from 175 to 219

## Terry McConnell

Scherz-Dip out work and Rock (38,500 ft various spots) \_\_\_\_\_ \$40,000.00  
Bark Creek between turnpike and 412 \_\_\_\_\_ \$40,000.00  
Big Mud Where Needed \_\_\_\_\_ \$30,000.00  
Karbler- Entire length (8,520 ft) \_\_\_\_\_ \$ 10,000.00  
Hunt Wagner

## Ron Hovis

Low ditch 13,669 ft \$21,632 \$20,000.00  
Bierly Ditch – Dip out and needs trucked (3,465 ft) \_\_\_\_\_ \$6,000.00  
Aultman Taylor 24,819ft \_\_\_\_\_ \$32,000.00  
Buehler Gessner New Ditch top End \_\_\_\_\_ \$6,000.00  
Kiser-Entire Length (5,973 ft) \_\_\_\_\_ \$8,000.00  
FL Chaney Length is 10,082 ft \_\_\_\_\_ \$12,000.00  
Trick Lat \_\_\_\_\_ \$15,000.00  
FR Havens

## Paul Storey




Ditch Maint.  
FQ Ickes 1,277 ft mini excavator and dump \_\_\_\_\_ \$4,000.00  
Fork needs ditch dipped out \_\_\_\_\_ \$ 500.00  
Nighswander Tile-Ditch dip out \_\_\_\_\_ \$1,200.00  
FQ Ickes-Need work done in yards hauled (Summer) \_\_\_\_\_ \$8,000.00

## Engineers

50 miles Planned.

\$ 370,000

4/26/2022

| Name           | Signature  | Contact Information |
|----------------|--|---------------------|
| Soc Luc        |  |                     |
| Caulver B.     |  |                     |
| Steve Bell     |  | 419 992 4235        |
| Maic Clotzbeck | M. Gf  |                     |
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