

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

MEETING 2022

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 12/6/2022

Time: 8:00AM – 12:16PM

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

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Brayden Haar, Mindy Stokes, Melanie Allen

(*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 12/1/2022 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: Charles Schwochow Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended a Boy Scout meeting in Fremont He shared information on local government for their government merit badge. They asked many questions to help better understand how local government works.	Russ Zimmerman		
	Commissioners were unable to attend the Mental Health Board meeting	Scott Miller Charles Schwochow Russ Zimmerman		
	Commissioners discussed the proposal brought to them by the Industrial Park group on purchasing more property. The Commissioners will consider the proposal and discuss it again next week.	Scott Miller Charles Schwochow Russ Zimmerman		

Commissioners and Administrator Discussion	Two of the Regional Airport board members terms expire at the end of the year. Commissioner Miller is going to reach out to the two members and inquire about their interest in being reappointed.			
* Then /Now Documents	<p>One certificate was presented by FCFC. Underpaid an invoice and needed to correct by the end of the year. One invoice makes up this certificate. Sandusky County Board of Health - \$.27</p> <p>Five certificates were presented by the Board of Elections. The blanket PO's were liquidated before standard PO's were established. Five invoices make up these certificates. Graphic Village LLC- \$297.00 Election Systems & Software - \$1,795.00 Election Systems & Software - \$4,975.00 Election Systems & Software - \$3,080.20 MNCO - \$478.08</p> <p>One certificate was presented by the JJC. Super blanket PO's closed and received one more invoice. One invoice makes up for this certificate. TASC - \$25.00</p> <p>One certificate was presented by the Commissioner's Office. Clerk was unaware there was a second invoice, was unaware of the actual amount owed for the project and was informed there would be no other invoices in 2022 and PO was liquidated. Three invoices make up this certificate. Huntington Bank - \$500.00 LJB - \$1,945.00 Warner Mechanical - \$15,989.83</p> <p>Two certificates were presented by Probate Court. A PO was not opened for the services in error. Two invoices make up this certificate. Croghan Colonial Bank - \$1,440.00 Croghan Colonia Bank - \$526.33</p>	<p>FCFC</p> <p>Board of Elections</p> <p>JJC</p> <p>Commissioners</p> <p>Probate Court</p>	<p>\$.27</p> <p>\$297.00 \$1,795.00 \$4,975.00 \$3,080.20 \$478.08</p> <p>\$25.00</p> <p>\$500.00 \$1,945.00 \$15,989.83</p> <p>\$1,440.00 \$526.33</p>	<p>*Motion: Move to Approve certificate Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3</p>
* Personnel	<p>Statement of expense for Bruce Gower and Paul Whitaker for November mileage.</p> <p>December Health Insurance Transfer was approved</p>		<p>\$47.84 \$30.02</p> <p>\$366,771.49</p>	

* Travel Requests	None			
Facility Management	<u>Ron Hiser – Facility Management.</u> Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. The Commissioners talked to Ron about the Courthouse Christmas lights. It is going very well and there has been no maintenance right now. The new facility management truck is has been delivered and being outfitted with a service body. Ron asked about ordering a new one to keep the fleet rotating. Ron is still struggling with the chillers at the Jail and Service Center. It is a sensor malfunction that Trane needs to resolve. IT building is complete. Waiting for quote on the elevator at the jail.	Ron Hiser - Director		
IT	<u>Brayden Haar and Mindy Stokes – IT.</u> Brayden and Mindy came in for the IT regular meeting with the Commissioners. See attachment for agenda items. They are waiting on the equipment for the new servers. New programs for Recorders, Clerk of Courts, Treasurer and Sheriff have been installed and most are up and running. Security protocol for Board of Elections is continuing to be upgraded per State guidelines. Commissioners asked about the recording system for the board room. Last piece of equipment should be delivered before the end of the year. The equipment will be installed, and Administrator will be trained.	Brayden Haar – Specialist Mindy Stokes – IT Clerk		
* Resolutions	2022 - 349 APPROVING SUPPLEMENTAL APPROPRIATION TO DITCH MAINTENANCE SUPPLIES (\$30,000.000) FOR 2022 YEAR END EXPENSES	Ditch Maintenance	\$30,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2022 - 350 APPROVING SUPPLEMENTAL APPROPRIATION FOR LAW LIBRARY WAGES (\$2,590.00) FOR 2022 YEAR END EXPENSES	Law Library	\$2,590.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2022 - 351 APPROVING APPROPRIATION TRANSFER IN COMMON PLEASE JRIT FUND FROM WAGES (\$3,300.00) TO BENEFITS TO COVER 2022 YEAR END EXPENSES	Common Pleas	\$3,300.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3

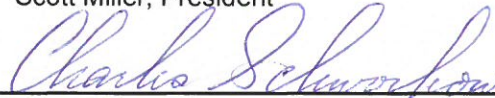
	2022 - 352 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD GRANT FUNDS BETWEEN WAGES AND BENEFITS FOR 2022 YEAR END BALANCE (\$205.00)	Board of DD	\$205.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 353 APPROVING BLANKET RESOLUTION FOR ALL OUT OF COUNTY TRAVEL FOR SEVERAL POSITIONS FOR SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR CALENDAR YEAR 2023.	DJFS		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2022 – 354 ESTABLISHING POLICY FOR SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR EMPLOYEE, VOLUNTEER, FOSTER PARENT, DAY CARE PROVIDERS, AND GENERAL MEETING AND PUBLIC RELATIONS EXPENDITURES FOR THE YEAR 2023	DJFS		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 355 AUTHORIZING MELANIE ALLEN, THE DIRECTOR OF THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, TO SIGN ANY AND ALL CONTRACTS ENTERED INTO BY THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) FOR CALENDAR YEAR 2023.	DJFS		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2022 – 356 AUTHORIZING DIRECTOR OF DEPARTMENT OF JOB AND FAMILY SERVICES AUTHORITY TO NEGOTIATE AND SIGN INTER COUNTY ADJUSTMENT AGREEMENTS ON BEHALF OF SANDUSKY COUNTY UNTIL DECEMBER 31, 2023.	DJFS		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2022 - 357 APPROVING TRANSFER OF FUNDS FOR FCFC FROM OTHER COSTS TO BENEFITS (\$3,000.00) AND UTILITIES (\$300.00) DUE TO UNDERESTIMATION	FCFC	\$3,000.00 \$300.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3

	2022 - 358 APPROVING TRANSFER FOR WRAPAROUND FROM REFUNDS/REIMBURSEMENTS TO UTILITIES (\$600.00) AND BENEFITS (\$5,000.00) DUE TO UNDERESTIMATION	FCFC Wraparound	\$5,000.00 \$600.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 359 APPROVING SUPPLEMENTAL APPROPRIATION TO HELP ME GROW FOR INCREASE IN CONTRACT/PURCHASED SERVICES (\$35,741.00)	FCFC Help Me Grow	\$35,741.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2022 - 360 APPROVING SUPPLEMENTAL APPROPRIATION TO DOG KENNEL WAGES (\$2,500.00) FOR 2012 YEAR END EXPENSES	Dog Kennel	\$2,500.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
Job and Family Services	Melanie Allen – DJFS. Melanie came in for her regular meeting with the Commissioners. See attachment for agenda items. Custody count is still down. These have been safe reductions. There is an adoption pending and one turning eighteen and will age out. Grant incentives are all paid out. They still have a few positions to fill. The new security office funding has been received so they will be working on this project. Jenni Zaika was nominated for a community impact award and Arcadia Thurn won the Young Leader of the Year Award. Both employees were very humbled by the awards. Melanie will get dates together to meet and discuss placements and the START program.	Melanie Allen - Director		
* Adjournment (12:16pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Charles Schwochow 2nd: Russ Zimmerman

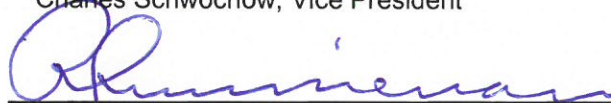
Signature of:



Scott Miller, President

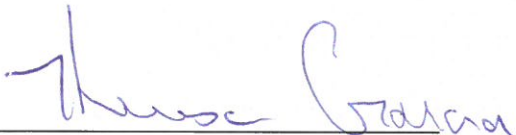


Charles Schwochow, Vice President



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.

Clerk, Board of County Commissioners, Sandusky County, Ohio



Sandusky County Commissioners Agenda

Topics of Discussion for the meeting Dated December 6th, 2022

1. We are looking into the design build requirements for the Clyde court renovation and addition project.
2. The new service truck for Facility Management has been outfitted with a service body and snowplow. It was picked up Monday.
3. The security fence for the BOH is being quoted.
4. The steam kettle for the jail has been delivered. (the meat slicer is ordered).
5. We are working with Cousino Restoration to finish the BOH water damage renovations.
6. The health department better buildings project will start taking traction after the first of the year.
7. We have been working with Bays Mechanical and The Trane Company on the chillers at the jail and service center. We have had multiple sensor's malfunctioning (another one last week)
8. The renovation of the park's office is complete. Office furniture to be delivered soon?
9. Sheriff Office: new access controls are scheduled to go in after the first of the year.
10. The high winds last week took down the EMS sign on east State St. Rich has reached out to the sign manufacture to discuss the failure.
11. The visitor bureau's courthouse light show was kicked off Friday Nov. 25th and was well received by all.
12. PDG is working on better buildings scope of work for the JDC.
13. The exterior siding and gutters for the F.M. building has been installed.
14. New LED lights have been installed on the courthouse roof that illuminate the bell tower.
15. Community work program is back up and operational, and been helping with the winter prep.
16. We have been having some issues with the elevator at the sheriff office. I was informed by All-Pro that this elevator is no longer serviceable (parts are no longer available). We have contacted them for an official quote to upgrade this unit. (waiting on quote).
17. Small issue with the chair lift at Woodville court has been addressed.
18. The Service Center has requested to have some offices built and they are moving forward after securing some grant monies.
19. I met with Mr. Warren Brown on the JDC capital improvements layout and plans.
20. Working with the sheriff department on parking a 1073 N. 5th St. location.
21. Helping the county engineers with some radiant heaters.
22. Discussion on (new or leasing) another service truck.

Current / Ongoing Projects:

- Additional servers ordered for current projects (Sheriff, Clerk of Courts, Recorders) - \$176,000 originally quoted, final invoice \$139,000- waiting for equipment
- Microsoft 365 backup – looking into options, KeepIT quoted \$17,400/year- looking into Cove
- Hosted email migration
 - Approximately 95% complete- finishing moving printers and then can shut down server
 - Juvenile calendar issues have been addressed- Fixed and done
- Dark fiber – Ohio Telecom is still working through pole and boring issues – Ohiotelecom was acquired by Omni fiber- waiting for updates
- Jail backups – switches configured, implementing tapes and NAS
- County network
 - Additional bandwidth – AT&T fiber installed and operational at jail
 - NAC – installation scheduled
- Clerk of Courts – server setup complete, users testing application- Bench mark is mapping all data on schedule for project
- Recorder – new system purchased, Equipment has been purchased and delivered Implementation to take place by end of year.
- Treasurer – new payment processing system being implemented
- Juvenile – Henschen upgrade has been pushed back to next year at request of department
- BOE – implementing security objectives outlined by State- taken KnowBed testing, updating as received
- Prosecutor – Matrix implementation to begin this month - complete and functional
- SC Engineer – reevaluating new phone system- still looking at options
- Cybersecurity – migrating remaining endpoints to SentinelOne- Close to having complete
- Anti-phishing – our subscription ends this year, looking into renewal options.
- EMA – need to setup backup radio console and radio equipment
- SCSO
 - AVTEC radio console – software upgrade scheduled, MARCS paging implemented
 - 911 – backup service needs setup, need to schedule with vendor. Text2-911 for AT&T is complete and operational
 - Radio systems – started discussions with Ohio MARCS regarding coverage gaps.
 - CAD/RMS/JMS – Motorola has started project, bi-weekly meetings taking place.- will be at 75% complete milestone marker by end of month
 - TurnKey/IGNITE – implementing WIFI throughout jail for use with laptops for inmates.- IGNITE is operational, 2 computers in booking are ready and Carlee's new position is set up
 - SAS – setting up network for new cameras and access control systems
- EMS – no more issues with faxing
- IT – Countywide password policy, domain structure changes.
 - City of Fremont
 - Setting up two factor authentication and network security log and reporting
 - Police – new server, camera system and network upgrades- waiting on PO to place server orders, installed 5 new pc's for squad room
 - Backups – backup equipment installed, cloud target setup
 - Dark fiber – contract has been signed, waiting for Ohio Telecom to get permits- Omnifiber
 - WTP & WRC – backup equipment installed, need to setup cloud seeding- backup equipment operational
 - WTP – Planning network segregation
 - WTP- request plant wide wifi for the new inventory program Silversmith- have given quotes (\$50,000+) waiting to implement until new year
 - WRC – planning new server installation – waiting for PO
 - WRC- replacing 9 pc's and monitors
 - Muni – new server replacements- received PO
 - Email – O365 migration- starting implementation Q2
 - Sentinel One – implementing additional security layers

Dec Commissioner's Agenda

12/6/22

- I. Placements
 - a. Current custody: 16 (16 last month), no changes.
 - i. Safe reductions: planning one adoption & in 2023 turning 18.
 - ii. Kin and prevention work seems to be stabilizing placement costs. 2 teens in placement have seen an increase in their per diem with placement change and increase behaviors.
 - iii. After PHE will see less reimbursed (5% less) in costs.

- II. Building / Staffing status
 - a. Grant incentives have been paid out. Will have a few more, time limited, funds expire end of June.
 - b. Still a few openings to fill.
 - c. Fraud grant updating Pete's office, some office moves, working with maintenance team.
 - d. End of October our tri-county treatment program was recognized as a promising practice for families at the Child Care Resource Centers's masquerade event at Kalahari. And our treatment worker Jenni Zaika was nominated for a community impact award. AND our Workforce division Business Services employee Arcadia Thurn over the weekend won Young Leader of the Year Award from the Sandusky County Young Professionals group. We have great employees to be pretty proud of.

Additional: Foster Christmas is Thursday December 8.

Plan for next year: Placement and START case discussion, will need to set a date(s) for this.