

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

2023 MEETING

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 7/6//2023

Time: 8:00AM – 10:42AM

Present: Commissioners: Charles Schwochow – President; Russ Zimmerman– Vice President

Present: Ian Cantu – HR Specialist

Others Present:

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	*** Commissioner Miller is not in session today.	Charles Schwochow, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 6/29/2023 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Schwochow 2nd: Zimmerman Yes – 2
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the Community Corrections Board meeting last Thursday. A few items were brought up. Took new officers, voted on new officers. Jason Varney led meeting. Updates on OneOhio. Commissioner Zimmerman would like to table discussion for next week when Commissioner Miller and County Administrator are present.	Russ Zimmerman		
	Budget Commission Meeting. Commissioner Schwochow attended. Not much information presented. Asked Commissioners what projects are in the pipeline, and he answered that major projects are EMS and the East State Street property. Investments are very good, and sales tax are good. Keeping budget the same. Discussion about 2.5% increases in wages being put into place first before figuring operational budget.			

Commissioners and Administrator Discussion	Colleen Carmack, Recorder, discussed with Commissioner Schwochow about ARP funding and making sure there will be money for her accounting project. Commissioner Schwochow reassured her that the money has been documented and accounted for. Commissioner Schwochow would like County Administrator to discuss with Colleen.			
	Phone call from constituent trying to get wife into courthouse, she is in wheelchair. He states that when parking on the street, he cannot get wheelchair up onto sidewalk. Commissioners discussed wheelchair access at the end of the street. Commissioner Zimmerman said he would bring it up to Facility Management.			
	Commissioners are pursuing a solar project and talking to a leasing company that sets up solar fields. Checking for interest in property that county owns. Asking questions, is the land eligible and is the leasing company interested.			
	Signed grant agreement for Joint Cooperation Grant with Lucas County.			
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Facility Management	Ron Hiser – Facility Management. Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. Commissioner Zimmerman brought up citizen in wheelchair trying to get access to the courthouse. Ron has received quotes for Woodville Court insulated panel to over the upper portion of the glass. Have set up schedule for JFS gutters. Received quote for securing servers in basement of Sheriff's Office. Lisa Kuelling got stuck in elevator at Sheriff's Office and All Pro was called to fix the issue, All Pro is waiting on the last of the parts to fix the elevator. It will take three weeks to update the elevator from the time they start. Had walkthrough with contractors for Commissioner's Office for carpet and wallpaper. Quoted numbers should be coming in soon. Board of health building air balancing and walls were	Ron Hiser - Director		

	discussed. Discussed courthouse attic hallway and Clay has fixed the issue. Update on 108, email from Doug stating that after the holiday, he would get more details to Ron. Ron will contact Midstate and ask if they would provide a turnkey number for the demolition since they and the county want the red sandstone from the building.			
IT	Atul Chopra – IT. Atul came in for his regular meeting with the Commissioners. See attachment for agenda items. Discussed sheriff’s cruisers technology estimates. Went into detail on how and why the Panasonic laptops were chosen and how installation will take place. CAD project has been delayed due to staffing. Refresher training should take place, Atul will talk to Motorola about decreasing this amount. Email migration has been a success so far. Discussed phone systems and working with CBTS. Discussed Courthouse security and setting up new camera operations. Discussed new domain structure changes that need to take place, this will be a long process. Discussed how to proceed when Brian leaves from mapping.	Atul Chopra - Supervisor		
Soil & Water	Meagan Grammer – Soil & Water. Meagan came in for her regular meeting with the Commissioners. Fully staffed now with addition of Samantha Funkhouser. The Ron Abraham state forest project is complete, and they received money from ODNR. Annual meeting set for 09/14, comedian will be there and one spot open for election to the Board. County fair, teaming up with Ag Credit, livestreaming of all the shows and kid activities. Bought new printer/plotter for tile maps. Exploring your backyard is happening this year, 10/11 and 10/12. All schools in Sandusky County to participate. H2Ohio was discussed.	Meagan Grammer - Director		
* 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 their regular meeting with the Commissioners. Several Board members attended the meeting to. Discussed moving to the State Street building. Discussed with Commissioners	Sharie Chagnon - Director Lisa Hartley – Deputy Director		

	the preliminary drawings from Porter architect. Discussed possibility of renovating current Board of Elections to include more room for voting.			
* Adjournment (10:42am)	With business completed for the day the meeting was adjourned at 10:42am			* Motion: Move to adjourn Moved by: Schwochow 2nd: Zimmerman

Signature of:

Charles Schwochow

Charles Schwochow, President

Russ Zimmerman

Russ Zimmerman, Vice President

absent

Scott Miller

Board of County Commissioners, Sandusky County Ohio

Attest:

Therese Goring
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



Topics of Discussion for the meeting Dated July 6th, 2023.

1. We have received quotes for insulated panels for Woodville court glass front lobby.
2. We have a tentative schedule of (end of August) to repair the gutters at the Service Center.
3. We have received quotes and will implement our boiler preventative maintenance program, which we are moving forward on.
4. We are working on installing perimeter walls (security) around the servers in the basement of the Sheriff offices. Scheduling with contractor.
5. All-Pro has most of the equipment in for the elevator controls up-grade (waiting on a communication line set to come in) then we can get this scheduled. Ryan said tentatively starting next week.
6. Moving the phone and the data cables so they all terminated into their server room at the BOH. Most of the required materials have been received to date.
7. Mid July for fire alarm system installation at the BOE.
8. We are continuing to work with the Trane Company and CSO on chiller issues. Work in process with both the Controls and Equipment contractors.
9. The commissioner Bld. aesthetic improvements walk through was yesterday at the commissioners bld.
10. The Board of Health better buildings project is finishing up with, air balancing, close-outs, equipment factory start-ups and punch-list to finalize. PDG is working on air balancing specifications. The ductwork cleaning on the Ag side is complete. BOH side to start July 10th.
11. Cousino's is about finished with patching and painting the walls at the BOH. They are working their way through the hallways and office with the new flooring, the cabinets have been ordered.
12. PDG is working to finish the drawings and bid specifications and get everything in order to bid out the JDC (HVAC and controls) project. We met and toured the remaining buildings. Eric has reached out to start the bidding process for the JDC.
13. We are working with the county engineers to install a stone pavement area for the impoundment area next to the south-east Jail fenced in yard.
14. Working with Jeff on design for the new EMS building.
15. On-going discussions with PDG on the HVAC design for the Woodville court. We had a TEAMS meeting last Friday. They are to do a comparative report.
16. Working on boiler replacements at the Sheriff Office. (Mid- July construction date). Met with mechanical and controls contractor.

Current / Ongoing Projects:

- Additional servers for current projects (Sheriff, Clerk of Courts, Recorders) – 240V power has been installed, configuring network, then will schedule installation with HP
- Hosted email migration – complete, all county email accounts have been migrated successfully
- Dark fiber – Omnifiber waiting on city permits
- N-Able cloud backups – all servers setup, workstation backups have started. About 95% successful, working through remaining issues.
- Veeam on premise backups – backups completing successfully, setting up tape library at jail
- County network – NAC installed and operational. Implementing policies for approved devices. Also penetration testing.
- Phone system – working with CBTS, phone provider for State of Ohio, to design and price phone system.
- Clerk of Courts – Benchmark is mapping all data and working with users on training, on schedule for project
- Juvenile – new Henschen servers setup and handed off to Henschen to complete application setup, project to complete in August
- BOE – implementing security objectives outlined by State
- Prosecutor – new PCs installed, conference room PC installed but TV is damaged.
- Courthouse security
 - Wave system installed and operational – setting up outside radio antenna
 - Department video monitoring
 - Working with FM to get power and network requirements
 - Getting quotes for PCs and large format monitors
- SC Engineer – working with CBTS for phone system
- Cybersecurity – Implemented LAPS, migrated to SentinelOne EDR, XDR and MDR
- Anti-phishing – renewed with KnowBe4, additional campaigns released
- EMA – need to setup backup radio console and radio equipment
- SCSO
 - AVTEC radio console – all consoles updated to latest software version,
 - Radio systems – MARCS template changes sent to state for review and approval
 - CAD/RMS/JMS (Motorola) – go-live pushed to 9/25. Refresher training quote provided by Motorola.
 - Mobile terminals need replaced - cruiser tablets were purchased and installed approximately 8 years ago.
 - IGNITE – Google Workspace account provisioned, waiting for licensing.
- EMS – emails migrated, working on folder redirection.
- IT – Countywide password policy, domain structure changes, WIFI changes.
- City of Fremont
 - Setting up two factor authentication and network security log and reporting
 - Police – new servers arrived, scheduling setup and onboarding
 - Dark fiber – Omnifiber waiting on permits
 - Servers – new servers powered and connected to network, ready for migration
 - Email – quote for O365 migration provided, waiting for PO.
 - Mail server crashed 3 times over last 3 weeks, recovered successfully each time.
 - Sentinel One – migrated to EDR, XDR and MDR
 - Phone system – CBTS project to complete on 7/12
 - Backups – all backups completing successfully, cloud targets verified
 - KnowBe4 – city campaign has been implemented

7/6/2023

Name	Signature	Contact Information
Megan Hammer		
Sandra Wise	Wise	BOE