

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

2023 MEETING

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 10/24/2023

Time: 8:00AM 10:58

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

Present: Theresa Garcia – County Administrator

Others Present: Ron Hiser, Eric Arquette, Kelly Pocock, Meagan Grammer

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Charles Schwochow, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 10/19/2023 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Charles Schwochow Russ Zimmerman Scott Miller		*Motion: Move to Approve minutes Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioners Schwochow and Miller attended the Communities foundation Celebration last week. The guest speaker was the Chair from the State's Community Foundation. He is from the Fremont area. There was probably about 150 people in attendance.	Charles Schwochow Scott Miller		
	Commissioner Miller attended the Health Board meeting last Friday. See attachment for summary of minutes. He did present the letter that was received regarding the connections at Wightmans Grove and requesting a waiver since he does not live in Wightmans Grove. There were guests that came in to discuss the increase in the inspection fees for tattoo parlors and restaurants. The fees have not increased for several years and they are catching up on the cost to perform the inspections. They seemed to be satisfied with the response.	Scott Miller		

	Commissioners Schwochow and Miller attended the T-Mobile ribbon cutting last Friday. There was a small crowd in attendance. They had renovated the offices and they discussed their coverage area and what they provide their customers. A big point of interest is the coverage they provide on the Islands.	Charles Schwochow Scott Miller		
	State Auditor Faber came in yesterday to have a casual conversation with any officials that were available. He asked questions on how the county bounced back from the malware attack. He also asked about thoughts on the current budget. All three Commissioners met with him along with Auditor Jerri Miller and Engineer Carlos Baez.			
	Commissioner Miller sat in on a webinar for the America 250 Ohio program. He felt like it was going to be difficult to receive money to help with any events you would want to have to celebrate the Nations 250 th birthday. Commissioner Miller shared what he got out of the webinar.	Scott Miller		
Commissioners and Administrator Discussion	A report from Palmer Energy regarding a solar field array out by the Industrial Park was reviewed. He feels this could be beneficial and there may be a couple of contractors that would be interested in assisting with this type of project.	Theresa Garcia		
	A quote for Marc's radios needed for the courthouse security was reviewed. Courthouse Security Supervisor, Eric Arquette, came in to explain the need. He has two new deputies that will need radios, his transport officer needs one, the deputy at Municipal Court needs one and they would like a backup radio.	Theresa Garcia		
* Then /Now Documents	<p>One certificate was presented by the Coroners Office. PO was established with a date prior to the invoice but was used for other invoices. One invoice makes up this certificate. Mortuary Services of NW Ohio - \$725.00</p> <p>One certificate was presented by the Sheriff's Office. The invoice was not forwarded to accounts payable, and they were just alerted of the invoice. One invoice makes up this certificate. Intrensic - \$803.68</p>	<p>Coroner</p> <p>Sheriff</p>	<p>\$725.00</p> <p>\$803.68</p>	<p>*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Russ Zimmerman Yes - 3</p>

	<p>One certificate was presented by DJFS. A Po was available in 2022. The invoice was not turned in timely to receive payments. One invoice makes up this certificate. Jennifer Dirnberg - \$40.00</p> <p>One certificate was presented by Common Pleas Court. The PO was not in place prior to interpreter services. One invoice makes up this certificate. Rania Hijazeen - \$922.57</p>	DJFS	\$40.00	
		Common Pleas	\$922.57	
* Personnel	Statement of Expense for Stacey Dickman was signed for approved travel to training.			
* Travel Requests	None			
Facility Management	Ron Hiser – Facility Management. Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. The jail elevator needs to have more work done. They will be working on the holiday lights at the courthouse. The board of elections awning is being repaired from when the FedEx truck hit it. Courthouse security project continues.	Ron Hiser - Director		
Dog Kennel	Kelly Pocock – Dog Kennel. Kelly came in for her regular meeting with the Commissioners. See attachment for agenda items. The one year dog tags are down but they have increased on three year dog tags. They are picking up quite a few more strays. There was discussion on service dog licenses and the tests and questions that can be asked. There was discussion on handling constituents that bring service animals into the courthouse. Other statistics were reviewed. Multiple training opportunities are available she will be setting up for her staff. Kelly will be starting up a humane agent Facebook page. She would like to change vendors she uses for tags. The new vendor would take care of a lot of the components of issuing tags and would save money. There are many features that would be beneficial to her office. There is a nationwide increase in the number of owners wanting to surrender their pets. Kelly updated humane cases. They did arrest the individual that killed the dog out on the bike trail and they are awaiting sentencing.	Kelly Pocock – Dog Warden		

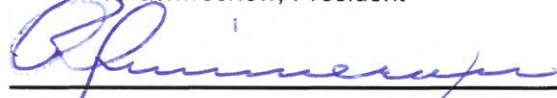
Soil & Water	Meagan Grammer – Soil & Water. Meagan came in for her regular meeting with the Commissioners. They have been making quite a few payments on H2Ohio programs. Most of those on the program are pulling crops right now. They have probably sent out about one third of the funding. She reviewed the total acres in each program. They are working with cover crops for this year and closing out last year requests. The annual meeting was successful and everyone enjoyed the entertainment. The exploring your backyard event was in September. There was only one school that didn't participate. They just started their full audit for 2021-2022.	Meagan Grammer - Director		
* Resolutions	2023 – 286 APPROVING SUPPLEMENTAL APPROPRIATION TO REVOLVING LOAN FUND CAPITAL OUTLAY (\$96,000.00) FOR PURCHASE OF YARD EQUIPMENT FOR COMMUNITY WORK PROGRAM	Revolving Loan	\$96,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
	2023 - 287 APPROVING APPROPRIATION TRANSFER FOR SHERIFF MARINE PATROL FUND FROM SUPPLIES (\$72.90) TO CONTRACT SERVICES	Sheriff Marine Patrol	\$72.90	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
	2023 - 288 APPROVING SUPPLEMENTAL APPROPRIATION FOR CLERK OF COURTS COMPUTER FUND CONTRACT SERVICES (\$32,660.00) FOR 2023 EXPENSES	Clerk of Courts	\$32,660.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
	2023 – 289 RESOLUTION... ENTERING INTO AGREEMENT WITH THE OTTAWA COUNTY COMMISSIONERS AND THE SANDUSKY COUNTY CORONER FOR INVESTIGATOR SERVICES	Coroner		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
	2023 - 290 APPROVING FUND TRANSFER FROM SALES TAX INCOME TO GENERAL FUND AND PI (\$624,000.00)	Commissioners	\$624,000.00	*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3

Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
* Adjournment (10:58am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Russ Zimmerman


Signature of:



Charles Schwochow, President

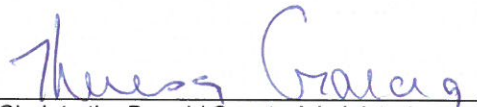


Russ Zimmerman, Vice President



Scott Miller

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

Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by kennel staff on a monthly basis. Currently Evelyn and I are signed up for multiple training courses on evidence collection and search warrant execution. All kennel staff have been signed up for a training on using social media to help facilitate rescue operations.

To Discuss

Bathroom remodel- Currently on a brief hold. Working with WVH to order isolation kennel.

Unrenewed: Owners-880, Dogs-1204

Currently continuing to do physical license checks.

Getting estimate from Zimmerman Contractor to have an outdoor storage shed put in. Scheduled for the end of November.

Looking at information on a new licensing program. Discuss Docupet.

Nationwide decline in number of people adopting. Nationwide increase in number of owners trying to surrender their pets to rescues. Space has become an issue at the kennel over the last few months. HUGE increase in abandonment and humane issues, even where rescues are needing to be rescued.

Events

Just completed Exploring Your Backyard at the Fairgrounds. We love this program and the chance to educate the kids.

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

Humane Related

Humane Related Welfare Checks- Unfounded- 4
Pending-8
Education Needed- 4
Charges Filed- 2
In Court- 4

Questions?

County Commissioner's Meeting

Dog Warden's Office

October 24th, 2023

<u>2023 Dog License Sales</u>	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	9681	9539
1 Year Dog License Late	1002	1039
1 Year Partial License	71	76
3 Year Dog License	194	163
3 Year Dog License Late	41	66
3 Year Partial License	6	11
Dangerous Dog License	15	15
Duplicate License	58	29
Kennel License	23	23
Kennel License Extra	20	32
Permanent Dog License	46	45
Service Dog License (Free)	0	5
Transfer In	19	25

Kennel Census

October 2023	September 2023
Impounded- 33	Impounded- 39
Redemptions- 23	Redemptions- 19
Adoption- 12	Adoptions- 7
Euthanized/Died- 2	Euthanized/Died- 1
Transfer- 0	Transfer- 1

Kennel Incidents

October 2023	September 2023
Aggression- 1	Aggression- 5
Community Asst. - 0	Community Asst. -4
Bite- 3	Bite- 12
Humane- 9	Humane- 19
RAL- 17	RAL- 41
Sick/Injured- 0	Sick/Injured- 0
No license- 2	No license- 2

Requested graphs and charts are attached.



Topics of Discussion for the meeting Dated October 24th, 2023.

1. The Jail elevator has locked out a couple of times. Ryan has been on site and said may need the valve package rebuilt. All-Pro will get us costs.
2. Scheduling with contractor to install the Holiday light show at the courthouse. Tentative schedule is Wednesday of this week.
3. We have met with MVM movers and have set a schedule for moving the commissioner's office furniture. Currently they have moved Traci's office into the conference room, next will be moving Traci back and lan in the conference rm.
4. The PO# has been issued for repairs to the BOE awning that was damaged by FedEx truck.
5. Kramer Interiors have completed the conference rm. and Traci's office. KDH is working on wall repairs and painting. Carpet installation in Traci's office and hallway will follow.
6. The BOH air distribution system (diffusers and dampers) project is complete. V.M. started the air balancing yesterday (10-23-23).
7. We are working with I.T., C.H. Security, Habitec, Electrical (cables and power) and mechanical contractors (doors and hardware) to enhance the courthouse and commissioner bld. security. We had a conference call with the security (implementation) team and Judge Jon Ickes to address a list of concerns and issues. We have another follow-up meeting on November 1st.
8. Cousino's Restoration is 90% complete and they are scheduled to install countertops and vanities this Thursday and Friday.
9. The bid dates for the JDC HVAC and controls project are Pre-bid meeting 10-11-23, site visit today 10-24-23 bid opening 11-2-23, construction start 3-25-24 and substantial completion 6-24-24. We have secured additional quotes for the JDC office area HVAC.
10. The painting of the windows and doors at the Jail is complete.
11. The painting of the handrail at the commissioner bld. is complete.
12. Working with Jeff's team and Thomas Porter on design for the new EMS buildings.
13. The boiler replacement project at the Sheriff Office is complete. Automatic Logic is still working on the controls. We need to add another pump for the domestic hot water to work correctly and it should be installed this week.
14. We received the W-9 from Justin Terry today for 108 demolition work.
15. On 10/5/2023 I had a turn the page review with PDG on the Dog warden, Communication center, and the Commissioner Bld. locations. They are working on the Woodville court location and then we can go out for bid.
16. Clayton Smith has resigned so we are actively looking for another maintenance person.



SANDUSKY COUNTY PUBLIC HEALTH



GOOD AFTERNOON!

OCTOBER 20, 2023

The following is a summary of agenda items discussed and action taken @ the regular Friday, October 20, 2023 Sandusky Co. Board of Health meeting @ 8:30 A.M. in the Front Conference Room:

1. Guests in attendance: Sandusky Co. Public Health Medical Director Jennifer Greenslade-Hohman, M.D.; Sandusky Co. Commissioner Scott Miller; Jared Marker and Gregory Kohler.
2. Jared Marker and Gregory Kohler addressed the Board of Health regarding the increase in Tattoo and food service operation fees, respectively, for 2024. Following the Ohio Dept. of Health mandated cost methodology fees increased. Due to COVID restrictions in 2021 and 2022, environmental health programs were not in the field and man hours were much lower reflecting lower fees. Man hours and time spent in the field have increased and resulted in the increase in fees for 2024. The Board stated to contact the Ohio Dept. of Health regarding the cost methodology requirements. President John W. Zimmerman thanked Jared and Gregory for addressing the Board regarding the 2024 fees.
3. The minutes of the Friday, September 15, 2023 Sandusky Co. Board of Health meeting were approved as presented.
4. The monthly financial report was reviewed with revenue for the month of \$238,575.70 and revenue year to date of \$3,277,127.66. Expenses for the month were \$239,790.14 and expenses year to date totaled \$3,387,562.80.
5. The monthly bills were paid.
6. Approved Addison Burmeister, R.N., unpaid vacation leave for Nov. 21 and 22, 2023.
7. Held the second reading, by title, of Resolution 23-04 Sandusky Co. Public Health 2024 fee schedule.
8. Approved the Notice of Award for the W.I.C. grant in the amount of \$324,118.00 for October 1, 2023-September 30, 2024. This is an increase over last year's grant funding.
9. Approved the contract with Ben Cort in the amount of \$2,500.00 for February 22, 2024 presentation on Modern Marijuana Awareness and Process Addictions. Sandusky Co. Public Health is partnering with Wood Co. Public Health.
10. Approved the Notice of Award for Ohio Traffic Safety grant in the amount of \$27,500.00 for September 30, 2023 to September 29, 2024.

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11. Approved the Notice of Award for Creating Healthy Communities grant in the amount of \$80,000.00 for January 1, 2024-September 30, 2024.
12. Sandusky Co. Board of Health heard an update on the Sandusky Co. Public Health Strategic Plan which included QI projects, i.e. customer service surveys; Work Force Development and Succession Plans, update of IT and software; utilization of phone for language assistance; implementation of fiscal process, i.e. P.O.; and Community Health Improvement Plan finalization and initiation of the current CHIP in August, 2023.
13. Levy signs have been placed throughout Sandusky Co., along with two (2) billboards and one (1) electronic billboard @ Sandusky Co. Fairgrounds. Digital ads are displayed through BAS Broadcasting and ads in the October and November, 2023 Lifestyles magazine. Health Commissioner Brown conducted and interview with Eagle 99 Tom Fullen and spoke to Rotary and Kiwanis Clubs and the Sandusky Co. Township Trustees Association. The Levy Committee has tables @ Downtown Fremont Farmer's Markets, Saturday, October 7 and 21, 2023 and will be @ Spooktacular on Tuesday, October 24, 2023.
14. Sandusky Co. Public Health Annual Work Force Development Day was held on Wednesday, September 27, 2023 @ Wilson Nature Center, SR #590, Lindsey. Several outside speakers presented topics on work/life balance, self care and current cultural issues. Root's Food Truck provided lunch and in the afternoon a Tai Chi class by Katie Schlagheck was held, followed by staff awards.
15. Heard a report on the Citizens Public Information Committee meeting held Friday, September 29, 2023. Operations @ Vickery Environmental, Inc. are running smoothly. The annual Mutual Aid training is Thursday, October 26, 2023 @ 2:00 P.M. Health Commissioner Brown and Marsha Overmyer will participate.
16. Sandusky Co. Board of Health training will be held on Wednesday, November 29, 2023 from 5:00-6:30 P.M. @ Terra State College Neeley Center.
17. Re-accreditation submittal will begin soon. Upon approval, Sandusky Co. Public Health has six (6) months to complete upload of documentation. A final review of documentation for upload will be completed.
18. Building renovations are ongoing with HVAC balancing not completed. Counter tops for bathrooms and break room are to be installed soon. W.I.C. intake area does not have a desk.

19. Over 100 doses of flu vaccine have been administered during walk in clinics held on Mondays. COVID booster vaccine is only for VFC, Medicaid , underinsured and uninsured. Director of Nursing Deb Agee is working to obtain private COVID booster vaccine.
20. An article on Cribs for Kids program was in the Fremont News Messenger on Saturday, September 30, 2023. Director of Nursing Agee stated referrals for Safe Care Home Visits are being received and the program is going well.
21. Director of Environmental Health Nina Johannsen reviewed installation of household sewage treatment systems under the Ohio Water Pollution Control Loan funding program.
22. An update on public health nuisance orders for Daniel Larcey and Betty Marty was given.
23. Sandusky Co. Commissioner Scott Miller presented a letter addressed to Sandusky Co. Board of Health President John W. Zimmerman regarding tap in to the Wightman’s Grove sanitary sewer system, which he feels does not apply to his residence, as his household sewage treatment system is “fully functioning, well maintained. This will be addressed with Sandusky Co. Prosecutor’s office.
24. QPR training was held on Thursday, September 28, 2023, with several participants. Board of Health member Nan Smith stated it was a wonderful presentation. Anti-vaping presentations continue and Sandusky Co. Public Health has partnered with the Court Magistrate as youth cited in schools for vaping are being seen in court. The Produce Prescription program is doing well, with patients referred receiving nutritional education and vouchers to purchase fresh fruits and vegetables.
25. An Executive Session was held to discuss Personnel and Finance.
26. THE NEXT SANDUSKY CO. BOARD OF HEALTH MEETING IS FRIDAY, THE 17TH @ 8:30 A.M. IN THE FRONT CONFERENCE ROOM.

PLEASE NOTE: SANDUSKY COUNTY PUBLIC HEALTH IS CLOSED FRIDAY, NOVEMBER 10, 2023 IN OBSERVANCE OF VETERANS’ DAY. WILL RE-OPEN MONDAY, NOVEMBER 13, 2023 @ 8:00 A.M.

HAVE A SAFE – HAPPY – HEALTHY FALL!!!

