Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2026 MEETING
Meeting: Board Of Commissioners	Location: Commissioners' Board Room	Date: 10/15/2026	Time: 8:00AM

Present: Commissioners: Scott Miller – President, Justin Smith

Present: Marc Glotzbecker – County Administrator

Others Present: Rich Farmer, Karen Holman, Jerri Miller-Auditor

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	**Commissioner Miller called the meeting to order at 8:00am.** **Commissioner Zimmerman was excused from session**	Scott Miller, President		
***Review & Approval of Commissioner Meeting Minutes, in-coming Mail Review & External Meeting Notices**	The 10/13/2026 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Justin Smith		*Motion: Move to Approve minutes Moved by: Smith 2nd: Miller Yes – 2
Commissioners and Administrator Discussion	Various items of note and upcoming events were discussed as well as the weekly Administrator's Report. Discussion was had on a request from the County Airport for a Line of Accounting that will allow them to pursue FAA funds to continue with proper and safe upgrades and maintenance.			
* **Then /Now Documents**	1. Board of Elections: Invoice not paid in 2025. Column Software. $67.76 2. Regional Planning: PO not in place for Comprehensive Plan Update invoices. Reveille. $5,946.00 and $5,946.00	Board of Elections Regional Planning	$67.76 $5,946.00 $5,946.00	*Motion: Move to Approve certificates Moved by: Smith 2nd: Miller Yes – 2
* **Personnel**	None			

* **Travel Requests**	None			*Motion: Move to Approve certificates Moved by: 2nd: Yes – 2
Jerri Miller, Auditor	Auditor Miller and Karen Holman came in to speak with the Commissioners to update them on the status of the financial issues. She presented them with two reports detailing the current status (attached) and discussion was had on health insurance and the need to shore up that account to make payments through to the end of the year and to do this as soon as possible. Commissioners discussed the need to review the information presented to make a decision. Auditor Miller feels that more cuts are necessary and needed as soon as possible with the 2027 Budget Process ongoing. Administrator brought up the options available to remedy the health insurance issue first and discussion was had on those options, and a general plan was settled on and will be acted on as soon as possible with legislation to be prepared for next Tuesday's session.			
Board of DD	Sarah Zimmerman came in for her regular update with the Commissioners. She presented a report (attached) that detailed recent activities and events. Board of DD recently had their state accreditation, and all went well with the Board of DD being awarded a 3-year accreditation with only two citations issued. It is the highest level granted. Building renovations and additions continue with some weather issues causing minor delays. Board of DD remains fiscally solvent. Board of DD recently held their annual Family FUNction and partnered with Petal Patch to provide a fun and social event for families and children to participate in. Sarah detailed the relationship the Board of DD has with DJFS and how they attempt to work together on issues as much as possible.	Sarah Zimmerman, Board of DD		
	County Courts Magistrate Josh Clark informed the Commissioners about an upcoming event in January at Grace Church that will involve a panel discussion featuring the Chief Justice of the Ohio Supreme Court. More information will be coming in the future.			
Sanitary Engineer	Steve Schiets and Cody Maynard came in for their regular meeting with Commissioners and presented and update on activities of the Sanitary Engineer Department (report attached). Rice Township Water Improvements	Steve Schiets and Cody Maynard		

	were discussed as well as the District 1 Agreement, Annual 208 Plan Review with Lake Erie West, Office Operations, Field Operations, and Office Remodel. Discussion was had on the sewer issue in Ballville and Sandusky Townships and the ongoing discussion between residents in both townships.			
Soil and Water	Megan came in for her regular meeting with Commissioners. Megan presented a handout (attached) that highlighted achievements in 2026. She detailed the efforts of the office to present the H2Ohio Program, outreach programs and events and presented a listing of data associated with Sandusky County. Megan discussed the success of the annual meeting held recently and how good it was to have a larger representation of young farmers. Megan asked about the 2027 Budget and Commissioners discussed the current situation and the coming process for 2027.	Megan Grammer, Soil and Water		
* **Resolutions**	RESOLUTION 2026-260 APPROVING RELEASE OF MORTGAGE BY QUILLE AND LOUISE HEIDELBERG, 418 BIDWELL AVENUE, FREMONT, OHIO 43420	Commissioners		*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026 - 261 RESCINDING RESOLUTION 2026 – 257 APPROVING BUDGET TRANSFER REQUEST FOR BOARD OF DEVELOPMENTAL DISABILITIES	Board of DD		*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-262 APPROVING A TRANSFER FROM CONTRACT SERVICES TO FEES AND FROM SUPPLIES TO CONTRACT SERVICES	Board of DD	$15,000.00 $1,000.00	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-263 APPROVING FUND TRANSFER FOR THE AUGUST 2026 PLACEMENT COSTS	DJFS	$144,535.32	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-264 APPROVING SUPPLEMENTAL APPROPRIATION TO VARIOUS EMS ACCOUNTS TO MOVE FUNDS RECEIVED FOR EVENT STANDBYS, WOODVILLE COVERAGE, CPR TRAINING CLASSES, GRANTS,	EMS	$20,000.00 $20,000.00 $50,000.00	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2

	UTILITY REIMBURSEMENTS AND VARIOUS EQUIPMENT/SERVICE REFUNDS TO COVER UNKNOWN EXPENSES			
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials - none			
* **Adjournment (10:30am)**	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Smith 2nd: Miller Yes - 2

Signature of:

Scott Miller, President

Russ Zimmerman, Vice President

Justin Smith

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

Effective March 23, 2023, Sandusky County Board of Commissioners will be recording their public sessions. The recordings of the Public Session meeting shall not serve as the permanent record, but the written transcribed minutes shall be the permanent record.

Audio recordings will be retained only until after the minutes of the particular meeting have been adopted by the Board and may be erased or destroyed at any time after minutes of the meetings to which the audio recordings pertain are adopted by the Board, but not less than 30 days after the recording and shall be made available as a public record request during this time period.

***** A full copy of the policy can be found on the county webpage and in the Commissioners Board Room***

Board of Commissioners:
Scott Miller
Russ Zimmerman
Justin Smith

County Administrator:
Marc Glotzbecker

Agenda
Regular Session of the Board of Commissioners
Thursday, October 15, 2026, 8:00am

*(** Item requires Board approval)*

Pledge of Allegiance

Discussion of Electronic Bills
** Review and approval of Minutes
** Approval of Then/Now Certificates, Personnel Documents and Travel Requests presented

Board of DD

Sanitary Engineer

Soil and Water

Public forum – (**resolutions, questions, comments)

Public Conduct Policy – Persons who wish to address the Board of Commissioners regarding any item on the agenda may be granted the privilege of the floor for a five-minute period unless, at the discretion of the Board President or other presiding person, circumstances dictate a longer or shorter period of time. All remarks shall be addressed to the Board as a body and not to any one member.

*** A full copy of the policy can be found on the county webpage and in the Commissioners Board Room

Outside and Internal Meetings:
10/152026- Comp Plan Review: 2:30pm at EDC- Smith
10/16/2026- Health Board: 8:30am at Health Department- Zimmerman
10/16/2026- 2027 Budget Meeting w/Auditor: 12:00pm at Commissioner Office
10/30/2026- Elected Officials Meeting: 7:30am at EMS HQ- All

RESOLUTIONS

RESOLUTION 2026-260

APPROVING RELEASE OF MORTGAGE BY QUILLE AND LOUISE HEIDELBERG, 418 BIDWELL AVENUE, FREMONT, OHIO 43420

RESOLUTION 2026 - 261

RESCINDING RESOLUTION 2026 – 257 APPROVING BUDGET TRANSFER REQUEST FOR BOARD OF DEVELOPMENTAL DISABILITIES

RESOLUTION 2026-262

APPROVING A TRANSFER FROM CONTRACT SERVICES TO FEES AND FROM SUPPLIES TO CONTRACT SERVICES

RESOLUTION 2026-263

APPROVING FUND TRANSFER FOR THE AUGUST 2026 PLACEMENT COSTS

RESOLUTION 2026-264

APPROVING SUPPLEMENTAL APPROPRIATION TO VARIOUS EMS ACCOUNTS TO MOVE FUNDS RECEIVED FOR EVENT STANDBYS, WOODVILLE COVERAGE, CPR TRAINING CLASSES, GRANTS, UTILITY REIMBURSEMENTS AND VARIOUS EQUIPMENT/SERVICE REFUNDS TO COVER UNKNOWN EXPENSES

Administrator's Report
Week of October 12, 2026

Koenig Fund Report- Discussions with the family on how to make best use of the funds granted continue.

EMS HQ/LS 18 Construction- All Pay Apps for the construction have been satisfied and we will continue to work through the retainage with all parties involved.

State Audit Report- 2025 State Auditor Report has been released, and the exit interview will be scheduled soon and will be held at the Commissioner's Office.

Northcoast Strategies- Adam Greenslade and his team will be meeting with Elected Officials and Department Heads on Friday, November 6th in the Conference Room at EMS HQ to begin the long-range planning process. Elected Officials will meet at 7:30am and Department Heads will meet at 9:00am. Initial notice has been sent out to everyone, and we will send reminders as the date gets closer.

Part Time Account Clerk Position- As discussed, we have advertised for the Part Time Account Clerk position to assist in the Commissioners Office. It has been advertised on social media and Indeed.

Commissioners Facebook Page- Commissioner's Facebook Page (Sandusky County Commissioners) continues to be operated and is being utilized to push out information from the Commissioner's Office and other organizations that the Commissioners work closely with in an information only format. As a reminder, it is set up for information only and comments are not activated.

Vehicles- Advertisement for sealed bids for two county owned vehicles assigned to the Commissioner's Office (Grey Ford Edge and Black Ford Edge) have been posted. Advertisements will be posted on the County Webpage as well as other areas where the public can see them.

Sugar Creek Final Hearing- As a reminder, the Final Hearing has been set for 11:00am on November 4th at the Neeley Center.

Organizational Chart- No further information at this time. The process will continue as time permits for the formulation of a countywide organizational chart to be made available to the public.

EMS Plaques- No additional information at this time. Text for the plaques to be installed at both locations is still being worked on. I would anticipate that this will not be completed until 2027.

Press Releases- Weekly press releases of county specific information continue to be sent out to the area media as a means to keep them updated and informed of events and other items related to Sandusky County.

2026 Budget Reviews- Meetings with Officials and Departments will continue as needed as we continue to evaluate our current position and look to make adjustments to finish the year as positively as possible. Elected Officials and Department Heads continue to come to the table with open minds and solutions to the issue and this is very much appreciated.

2027 Budget Timeline/Process- 2027 Budget Process continues. Budget Meetings with Offices/Departments and the Commissioners will be scheduled soon and the schedule will be listed on the Commissioner's Meeting Agendas.

Budget Commission Meeting- The Budget Commission will meet again on Tuesday, November 3rd at 2:30pm in the Law Library.

Jingle Bell Jog- The event is scheduled to take place on Saturday, December 5th at the Rotary Lodge/Don Miller Park. The event will be sponsored by the Sandusky County Elected Officials and Departments, Sandusky County Park District, Sandusky County Visitors Bureau, Sandusky County YMCA and Sandusky County Communities Foundation. Entry fee will be a new and unwrapped toy, non-perishable food items or personal hygiene products. All items collected will directly benefit Sandusky County residents in need during the holidays. More information to come.

The Wall That Heals- ***Sandusky County has made the final list of communities being considered for hosting The Wall That Heals 2027 National Tour.*** Hosting The Wall That Heals would be a collaborative effort between the county, Veteran's Office, VFW, American Legion, Fremont City Schools and other local organizations. Final selections for sites will not be made until later in the fall.

On Certificate	$	27,476,846.35	
Unappropriated Expense	$	24,862.26	Engineer said they will waive this fee for 2026
Budget Reserve	$	360,000.00	Needs to be added to the certificate
Total	$	27,861,708.61	
Expenditures	$	27,028,197.18	
Unappropriated Expense	$	833,511.43	

Health Insurance	$	(600,000.00)	This will not be enough for October's payment.
Public Defender	$	(100,000.00)	
Balance unappropriated	$	133,511.43	

Cash Balances as of 10/14/26

General Fund	$	1,989,717.38	
Budget Reserve	$	1,524,104.72	The $608,387.92 needs to go in PI
Permanent Improvement	$	671,869.62	
	$	4,185,691.72	

Sandusky County Commissioners Report
Quarter 4
October 15, 2026

State Accreditation:

The state accreditation team was on site August 4th and 5th. Overall, it was a great review and SCBDD was awarded a 3-year accreditation term with only two citations. This is the highest level granted and is evidence of the team's hard work and dedication to compliance and quality relationships. SCBDD is incredibly proud of our team and this accomplishment.



DODD's Accreditation Team with some SCBDD Leadership and SSAs

Building Updates:



Renovations & Additions: All substantial work was completed by the start of school. The remaining interior punch list items are wrapping up. Sub-contractors will return during Christmas break to perform the final gym painting and resinous floor work. These tasks require several days of set up and curing and would disrupt services if coordinated at any other time.

- Capital Budget: SCBDD is in hope of pursuing one to two home purchases and/or renovation projects to meet various housing needs and utilize DODD's capital improvement funds to blend funding with the support of Sandusky County Metro Housing Authority.

Family FUNction:

Each quarter our Family Engagement Coordinator (FEC) coordinates a Family FUNction community event which allows families and children with similar lived experiences time to connect, form relationships, and enjoy a much needed supportive social and community event. In October, SCBDD partnered with the Petal Patch for a fall gathering.







AGENDA
Commissioners' Meeting
October 15, 2026

1. Rice Township Water Improvements
    - The General Plan for Water Supply was submitted to the Ohio EPA (Attachment #1)
        - General Plan recommends County Water Supply
        - Project construction is estimated at $12.7 million
        - Relying heavily on the General Fund
            - 30-Year Loan Payment is over $600,000 repayment per year
            - 2.5% Interest but believe we can get 0% ($424,000 repayment per year)
        - Ohio EPA sent an initial review (but not approved yet) (Attachment #2)
    - Update to receive General Plan Ohio EPA Approval
        - Test well site on property location – either one of the following:
            - Obtain an easement to drill test well on water plant property
            - Purchase water plant property to drill test well
        - Source Funding for Repayment (General Fund)
            - $424,000 if 0% loan is utilized
            - Commitment unlikely from the Commissioners
    - Utilize a 3-Phase Approach for construction to maximize funding
        1. Replacement of the Shorewood Water Plant
        2. Replacement of the Shorewood Distribution System
        3. Expansion of the Distribution System along State Route 53 corridor
            a. State Route 53 corridor could be "phased in" as well due to costs
    - Current Situation
        - Planning Loan was completed with repayment over the next 5 years
            - Commissioners have now paid four payments of $19,008.60 of ten payments
            - The fifth payment of $19,008.60 is due by January 1, 2027
            - Until we get to construction, payments will need covered by the Commissioners
        - Preliminary Design not affected by water supply was already started
            - Preliminary Plans are 30% complete
        - Two more loan applications are required: (1) Design Loan & (2) Construction Loan
        - County Water District Legal / TIF – Prosecutors and/or Squires Patton Boggs
            - Sources would not be available until after construction is completed
            - Structure on property would have to obtain water service increasing parcel value
            - Estimated parcel value of $100,000 to $7.5 million (i.e. Hotel) ($10 million Hotel)
                - 10 years generates $430,000 over that period (10 mil = $575,000)
                - 30 years generates $630,000 over that period (10 mil = $850,000)
        - Northwest Water & Sewer District was requested to look into Rice Twp. Water Project
            - Requested them look at it last year and it was deemed unfeasible
            - Ottawa County was suggested for a possible water source
                - 2023 Study was completed for Ottawa County for area on South S.R. 53
                - Sanitary Engineer believed the Commissioners would do a master meter
                - Initial costs would increase but grant opportunities would be improved
                    - Utilization of Regionalization Grants & General Plan is not needed
        - Purchase property of Water Plant & Water Tower (along with any necessary easements)
            - Potential property for purchase identified
            - Utilize Prosecutors Office for property acquisitions
            - Minimum Footprint of 2 well fields with 300' Isolation Radius
                - Yields about a minimum of 17-acre rectangular property
                - Isolation radius can include floodplain, but wellhead must be out of it
                - Water plant & Access must be out of the floodplain

2. District #1 Agreement
    - New Agreement had three requests originally from the County (Attachment #3)
        - 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 and update 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 reviewed it
            - Meeting with City of Fremont Engineer Tucker Fredericksen next week to discuss
                - Current rates will need updated
                - Extension of the old agreement to the new agreement
                - Establish a new expiration date for the new agreement
                    - Expiration Date of the Agreement
                    - Date was at the end of 2025 to coincide with Three-Way Agreement
                - Three-Way Agreement expired at the end of 2025 and needs renewed
                    - General Sewer District
                    - Sandusky Township Regional Sewer District (STRSD)
                    - City of Fremont
                    - General extension / update of this agreement needs completed
    - Annual 208 Plan Review for Lake Erie West
        - During the preliminary review meeting, Lake Erie West indicated FPA changes take time
        - Requested switching areas from Fremont's FPA to Wightman's Grove FPA (Attachment #4)
            - Shannon Road Area
            - Muncie Hollow Area
        - The switch would align the areas with Sandusky County Water & Sewer Master Plan
        - Areas switching would be served by same Wastewater Plant as Wightman's Grove Area
        - Fremont appears to be agreeable to the change
        - The switch involves a lot more paperwork / meetings than are probably necessary

3. Office Operations
    - Vehicle Replacement Purchases (Attachment #5)
        - 2026 Ford F-350 Diesel Hoist Truck has been outfitted and put into service
            - Utilized the cost of the Ford F-350 in 2025 Budgets ($66,014.68)
            - Service Body and Lift Gate was installed by Kalida Equipment ($46,400)
            - Also includes emergency lighting and moving hoist from old truck
        - 2012 Chevrolet Silverado 3500 Hoist Truck was sold via GovDeals
        - 2026 Ford Ranger ($36,040)
            - Ford Ranger was received from Advantage Ford
            - Emergency Lighting and outfitting truck was done by Kalida Equipment
        - 2002 Ford F-150 Truck was sold via GovDeals
    - Ohio EPA NPDES Permit Renewal – Adams Acres was due end of April 2026
        - Ohio EPA issued the new NPDES Permit on September 16, 2026 (Attachment #6)
    - SCADA System – Verification of all status points and alarms
        - Status Points
            - Bissnuss (formerly Bergren) finished addressing issues within the SCADA
            - Cellphone via Verizon started noncommunicating
            - Switched cellphone service to A.T. & T.
            - Bergren installed new cellphone and messed up the alarm programing
            - Reverified all the status points and alarms and provided Bergren the list
        - Alarms (Old System – Win-911 and New System - Cattron)
            - Still utilizing old alarm notifications (Win-911)
        - Reached out to Atul (I.T.) to see if he can work between us and Bissnuss
            - Looking at updating Win-911 and computer to continue with our alarm system
            - Office computers will be updated with office renovation
    - Plan and Handbook Updates
        - Water Contingency Plan was updated on October 8, 2026
        - Contractor's Handbook was sent up for review to Prosecutor's on June 15th (Attachment #7)
            - Not changing the Contractor's requirements
            - Resolution approving the handbook and requirements will be forthcoming
        - Still working on updates for Rules & Regulations
    - Safety Programs for Safety Manual
        - Updated Medical & First Aid program
        - Updated Personal Protection program
        - Updated Hazardous Communications program
        - Updated Bloodborne Pathogen program
        - Updated Confined Space program
        - Working on updating Energy Control program
    - Fire Extinguisher Training was completed
    - Vehicle Inspections were completed on September 9, 2026
    - Brandon Hays (Operator In Training) is doing Defensive Driving on October 15, 2026
    - Certification of delinquent accounts to property tax has been completed for the year
    - Technical Service Agreement (ms consultants for $24,000) was completed (Attachment #8)
        - Retainer for services beyond are engineering capabilities
        - Utilized $2,802.50 (2023) and $0.00 (2024);
        - In 2025, only utilized $1,475 (which was related to Rice Township Water Improvement)
    - Completed the 2027 Sanitary Sewer Budget and 2027 Water Budget
        - 2027 Rate Resolutions ongoing (Attachment #9)
    - QBS for replacing Bark Lane Lift Station, Center Street Ejector and Adams Acres this winter
        - Confined Space Entry issues at Bark Lane & Center Street
        - Fall protection issues at Bark Lane
        - Adams Acres was constructed in 1977
        - Bark Lane & Center Street were constructed in 1974

4. Field Operations
    - Rice Lift Station – Electric Service Damaged on May 11, 2026 (Attachment #10)
        - Car hit guide wire for electrical pole outside of the lift station on May 10, 2026
            - Electric service to lift station lowered with the guide wire being hit
            - Electric service to lift station is across County Road 99 at State Route 53
            - Believe AEP was notified of the accident involving the guide wire
        - Semitruck snagged electric service which pulled the service pole down inside the plant
            - Semitruck was on County Road 99 turning south on State Route 53
            - Burketts replaced the pole and we paid the $5,689.60
            - Submitted and semi trucker's insurance denied the claim
    - Ireland Lift Station – Electric Service Damaged on May 27, 2026 (Attachment #11)
        - Large tree came down behind the lift station
            - Landed on roof of building damaging the electric service
            - Standby Generator maintained power to the station till May 28, 2026
            - Burketts repaired the service line and service was restored by AEP ($2,887.43)
                - Surge protector on RTU (SCADA) was blown and replaced by Burketts
        - Antenna on the RTU was damaged and replaced for Midport Electronic ($3,394.00)
        - Requested quote from Zimmerman Builders for the roof ($17,000) & updated ($17,900)
            - Submitted invoices and quote to insurance prior to July 29, 2026
            - Insurance Adjuster finally looked at the site on October 6, 2026
                - Approved electrical work and antenna replacement
                - Indicated roof replacement was 3x what he would approve
                    - Attempting to obtain additional quotes
    - Lift Station Repairs
        - Bark Lane - Both pumps need repacking (may not be able to get parts)
            - May have to replace a pump due to the parts being obsolete
        - Center - Main Disconnect Box replaced by Burketts ($2,327.00)
        - Completed Flygt Rod Installations (Inhouse & Wave Electric) ($1,109.15)
            - Rice Lift Station
            - Shorewood Lift Station
    - Various water distribution repairs
        - Shorewood Water Leak in front of 1088 Millbrook Drive on September 10, 2025
            - Yard restoration was redone due to standing water
        - Zimmerman Builders poured new concrete driveway at 1014 Shorewood Drive
            - Driveway was removed for water leak repair on February 9, 2026
        - Shorewood Water Leak in front of 1088 Millbrook Drive on September 17, 2026
            - Completed yard restoration
        - Repaired water shutoffs at the following addresses:
            - 2295 Harbor Hill
            - 1065 Millbrook
            - 1071 Shorewood
        - Water Valve #14 was repaired
            - Top part was found via City of Fremont Distribution
        - Water Valve #9 still needs the top repaired
    - Shorewood Line Flushing was completed on September 16, 2026
    - EMS connections (Porter Architects)
        - Life Squad 14 – Electric shutoff needed installed with Grinder Control Panel
            - Completed on August 19, 2026
        - EMS Office - 8" sanitary sewer deflection testing was completed

5. Office Remodel – RFP selection in February of 2022
    - Porter Architects provided pricing ($310,000)
        - Preliminary Design - $98,000
        - Final Design - $150,000
        - Construction - $62,000
    - Currently there is no contract with Porter Architects in place
        - Submitted office and site plan layout review to Porter
        - Footprint will increase from 8,276 SF to 15,025 SF (1.82 times increase)
            - Many instances the office has doubled and tripled in areas since 1995
                - Doubled satellite locations (9 to 21 locations)
                - Tripled utility bills performed in-house (364 to 1,027 customers)
                - 1 Standby Generator to 12 Standby Generators
                - 2 Technical Service Agreements to 7 Technical Service Agreements
            - Annual staffing hours have slightly increased (13,650 hours to 14,560 hours)
                - Kept same due to SCADA monitoring, computers, and technology
    - Sanitary Engineers took over EMS portion of building and cold storage building
        - Transferred electric and gas services effective October 1, 2026
        - Burketts is providing a quote for lighting in the garage areas
        - Interior doors to restrict public access to parts of the building
        - Demo of some temporary walls within the EMS office
        - Reach out for an updated quote to expand the storage building (Attachment #12)
            - Janotta & Herner, Golden Giant, etc.
            - Do not really need an architect for this and possibly do this without bidding
            - Started cleaning up the back area of our items stored there
            - Going to still need the Vehicle Impound Lot moved
        - Switch to Construction Manager At Risk to complete the project
    - Sanitary Engineers will be looking at the following key areas of focus for the work (Attachment #13)
        - 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 most of the Yard Lot
        - Increasing Maintenance Area for Equipment and 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 will OWDA loan
    - Eventual 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
            - County Engineer has completed the field survey
        - Separate Electrical Service for Fuel Depot
            - Utilize old EMS Electrical Service or old Sanitary Engineer Electrical Service
            - Sanitary Engineer's electric is maxed out in Storage Building from Fuel Depot
            - Fuel Depot electric has been paid for by the Sanitary Engineers since installation
            - EMS transfer switch will be utilized for Fuel Depot

Sandusky County

Soil & Water Conservation District

Ohio Department of Agriculture

Ohio Federation of Soil and Water Conservation Districts

SANDUSKY COUNTY Soil & Water conservation district

Biggest Achievements

We had the biggest H2Ohio sign-up period, this time for crop years 2026 and 2027. Our District was able to secure contracts with over 220 producers throughout Sandusky County, totaling almost 130,000 acres implementing various conservation practices. Over half of the farmable acres in Sandusky County are now in the H2Ohio program and our office will be working tirelessly with producers to ensure that our county continues to be a conservation leader within the Western Lake Erie Basin and beyond.





Our District has also had an uptick in the number of outreach programs offered by our District. Throughout the calendar year, our office made sure to have multiple public programs available every month, ranging from craft programs to presentations on conservation topics to beginning birding hikes. We were also able to reach more students this year than ever before, with several class visits to middle schools in the county and our annual Exploring Your Backyard field trip event.

Conservation By the Numbers

H2Ohio Crop Year 2025 VNMP Acres **100215.4 Acres**	Crop Year 2025 VRT Phosphorus Application Acres **22,206.7 Acres**	Crop Year 2025 Subsurface Phosphorus Placement Acres **13,504.3 Acres**
Crop Year 2025 Manure Incorporation Acres **642.8 Acres**	Crop Year 2025 Small Grains Acres **7718.3 Acres**	Crop Year 2025 Forage Seeding Acres **483.2 Acres**
Crop Year 2026 Overwintering Cover Crop Acres **33,912.4 Acres**	Forb Plug Flats Planted **195**	Students Reached **1000+**

2026 Goals

In 2026, the District hopes to continue to support our county's producers with professionalism, whether that be through the H2Ohio program or otherwise. We also aim to reach new audiences with the release of our new office podcast, *One Stop Crop*.

REQUEST FOR EXTENSION OF TIME TO COMPLETE SURVEY, REPORTS AND SCHEDULES BY COUNTY ENGINEER

Ohio Rev. Code, Sections 6131.12, .14

In the Matter of the Joint (Single or Joint) *County Ditch No.* 2490, Wood, Ottawa & Sandusky County, Ohio

Petitioned for by Mark Alexander, Jim Cajka, Paul Goodman (Name) and others. These proceedings to[1] recondition, reconstruct, deepen, and widen an open ditch.

To the Joint Board of County Commissioners:

Wood County Commissioners	**Ottawa County Commissioners**	**Sandusky County Commissioners**
One Courthouse Square	**315 Madison Street**	**622 Croghan Street**
Bowling Green, OH 43402	**Port Clinton, OH 43452**	**Fremont, OH 43420**

By reason of the volume of work, I find it impossible to complete the survey, reports and schedules of the above named improvement within the time prescribed by the order of the 16th day of April, 2024 and I, therefore, respectfully request an extension of time within which to complete the same.

Please extend to December 15, 2027.

Respectfully submitted,

John M. Musteric, P.E., P.S.
Wood County Engineer

07 Oct 2026
Date

JMM/js

c: Sandy Long, Clerk of Joint Board of County Commissioners
Ottawa County Commissioners
Ottawa County Engineer, Daniel Toris
Sandusky County Commissioners
Sandusky County Engineer, Carlos Baez
Wood County Engineer Ditch No. 2490 File

Sandusky County Commissioners
Noted 10/14/26

1. ORC Sec. 6131.04

10/15/2026

Name	Signature	Contact Information
Rich Farmer		
Karen Holman		
Terri Miller		
Michele Mong		
Joshua Cook		
Meagan Cramer		