

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2026 MEETING	
Meeting: Board Of Commissioners		Location: Commissioners' Board Room	Date: 10/6/2026	Time: 8:00AM
Present: Commissioners: Scott Miller – President, Justin Smith				
Present: Marc Glotzbecker – County Administrator				
Others Present: Rich Farmer, Rick Holland, Janet Quaintance, Scarlett Sterling, Kelly Askins				
(*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 8:03am. Commissioner Zimmerman was excused as he is out of the area.	Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 10/1/2026 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. Commissioner Miller read a letter addressed to the Board from Pixelle regarding their plant closure on Commerce Drive in Fremont. Date of expected closure is December 1, 2026. DJFS is working to assist employees who will be displaced. Commissioners had a discussion on ditch maintenance and the process to maintain them in the County.			
* Then /Now Documents	1. Board of Elections: PO not in place at time of use. Lee Shaffer: \$151.24	Board of Elections	\$151.24	*Motion: Move to Approve certificates Moved by: Smith 2nd: Miller Yes – 2

* Personnel	1. Bret Binder- End of Probationary Period				
* Travel Requests	1. Krista Hovis- 2026 OCSPA Fall Conference: October 19 th and 20 th . Columbus	DJFS	\$280.20 (DJFS Special Funds)		
Clerk of Courts	The Clerk of Courts came in to speak with Commissioners about the data conversion to the Henschen system and the need to close one of her bank accounts. In order to do so, she needs permission from the Commissioners to do so. Clerk of Courts will get the information to the County Administrator, who will work up a document signifying that the Commissioners approve and they will sign.	Christine Schneider, Clerk of Courts			
Facility Management	Pat Dickman and Rich Oddo came in for their regular meeting with Commissioners. They updated the Board on projects of note (report attached) including arch repair completion at the Commissioner's Office, EMS HQ/LS18 HVAC training, Carpet replacement at Woodville County Court (paid for through OSS) and PM on boilers and heating systems in all buildings. They reported that they are still waiting on fire suppression system training at EMS HQ/LS18. Humidity issues at LS 14 continue to be worked on by Fishbeck Engineering.	Pat Dickman and Rich Oddo			
IT	Commissioners entered recess at 8:45am Commissioner went back into session at 9:00am Atul came in for his regular meeting with Commissioners. He detailed various projects of note (report attached) for both the county and city including Server Upgrades, Email Security, Cyber Security and Dark Fiber. Commissioners and Atul had a productive conversation regarding the IT staff and their level of talent. Atul detailed the costs associated with server and other equipment replacements and the need to be creative when approaching equipment replacements. Atul described in detail how IT works to safely store and protect county information and the issues they routinely see with safely storing and protecting county information. Atul explained the system changeover at the Clerk of Courts Office and how that has been progressing. The 911 Next Gen Platform was also discussed. Annual contract with the City of Fremont was also discussed as well as the 2027 Budget.	Atul Chopra			
HR	Ian Cantu came in to discuss personnel with Commissioners. Executive Session was requested and Commissioners entered Executive Session at 9:40am	Ian Cantu			*Motion: Move to enter Executive Session to discuss Personnel.

	with Ian Cantu and Marc Glotzbecker being invited into session. Commissioners exited Executive Session at 10:15am			Moved by: Smith 2nd: Miller Yes – 2 *Motion: Move to exit Executive Session. Moved by: Smith 2nd: Miller Yes – 2
* Resolutions	RESOLUTION 2026-248 APPROVING A REDUCTION IN THE CONTRACT SERVICES EXPENDITURE ACCOUNT	Sheriff Office	\$50,000.00	*Motion: Move to Approve resolution Moved by: Miller 2nd: Smith Yes – 2
	RESOLUTION 2026-249 APPROVING A TRANSFER FROM SUPPLIES TO UTILITIES FOR UTILITY PAYMENTS	Facility Management	\$75,000.00	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-250 APPROVING A SUPPLEMENTAL APPROPRIATION FOR STEP FUEL REIMBURSEMENT	Sheriff Office	\$29.68	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-251 APPROVING SUPPLEMENTAL APPROPRIATION TO CAPITAL OUTLAYS-BUILDINGS FOR PAYMENT TO THE DOTSON COMPANY	Commissioners	\$353,324.29	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
	RESOLUTION 2026-252 APPROVING A SUPPLEMENTAL APPROPRIATION FOR SHERIFF MHRFB FUND 21390	Sheriff Office	\$66,666.64	*Motion: Move to Approve resolution Moved by: Smith 2nd: Miller Yes – 2
Humane Society	Humane Society representatives and Kelly Askins, Dog Warden came in to discuss the Humane Agent situation/issue with Commissioners. The 2019 MOU was reviewed and Commissioner Miller stated that the Board of Commissioners would like to see the activities of the Humane Society be stabilized before the Board of	Rick Holland Scarlett Sterling Kelly Askins Janet Quaintance		

	Commissioners would agree to reconsider the relationship of having the Dog Warden serve as the Humane Agent. Kelly Askins detailed how she found that she was no longer the Humane Agent and the confusion and issues that it caused prior to being officially notified. Ms. Quaintance detailed how the Humane Society had erred in the process. Mr. Holland detailed how he wanted a stronger MOU if the relationship was to happen again in the future and detailed some of the potential points to it. Commissioners agreed that they would look at a proposed draft MOU and have the Prosecutors Office also review the draft MOU. Conversation was had on the funds that communities pay to the Humane Society for the purpose of supporting the Humane Agent. Commissioner Miller again stated that the "turbulence of the past" has to go away if the County were to consider a new MOU for the Humane Agent. Critical points of any new MOU were discussed by the group.			
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials - none			
* Adjournment (11:00am)	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
Tuesday, October 6, 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

Clerk of Courts

Facility Management

IT

HR

Humane Society

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

Board of Elections

Outside Meetings:

10/6/2026- Budget Commission: 2:30pm- All
10/7/2026- OSS Board: 10:00am- All

RESOLUTIONS

RESOLUTION 2026-248

APPROVING A REDUCTION IN THE CONTRACT SERVICES EXPENDITURE ACCOUNT

RESOLUTION 2026-249

APPROVING A TRANSFER FROM SUPPLIES TO UTILITIES FOR UTILITY PAYMENTS

RESOLUTION 2026-250

APPROVING A SUPPLEMENTAL APPROPRIATION FOR STEP FUEL REIMBURSEMENT

RESOLUTION 2026-251

APPROVING SUPPLEMENTAL APPROPRIATION TO CAPITAL OUTLAYS-BUILDINGS FOR

PAYMENT TO THE DOTSON COMPANY

RESOLUTION 2026-252

APPROVING A SUPPLEMENTAL APPROPRIATION FOR SHERIFF MHR SB FUND 21390

1. Internal Maintenance Projects

Update:

- Commissioners building arch repair completed.
- EMS 18 training. HVAC, boiler, lighting, generator, and chiller training completed.
- Still awaiting fire systems training.
- Fishbeck engineering working on humidity issues at EMS-14. Setting up a meeting with the LG equipment representative.
- Starting on the Service Center limited access project underway and should be completed end of next week.
- Carpet replacement is scheduled for Woodville Court on Saturday 10-10-26 and Monday 10-12-26 Columbus Day. Carpet. Carpet paid for through the OSS program.
- Working on boiler PM's and heating system checks on all buildings.

2026 October Projects		
	County	City
Item	Description	Description
Servers	HPE upgrades completed. Working with Broadcom to complete VMWare updates	Migrating all police files to new server
Backups	All backups completing successfully. Backup recovery testing has been setup for all servers.	All backups completing successfully. Backup recovery testing has been setup for all servers.
Email Security	KnowBe4, additional campaigns implemented. Trainings are going to be sent out quarterly.	KnowBe4, additional campaigns implemented. Trainings are going to be sent out quarterly.
Networking	New router configuration started, installation by end of November	New router configuration started, installation completed last week.
Dark Fiber	Coordinating with OmniFiber to increase services / reduce cost	
Cybersecurity	Yubikey implementation under way, Countryside Dr. almost completed	Received all Yubikeys, setting up all users. Started implementation.
I.T.	All devices have new and old RMM. Working on State Audit County & City. Working with P&R for countywide contract.	All devices have new and old RMM. Working on State Audit County & City
RMM / Backup	Setting up backups on Datto for key personnel workstations.	Setting up backups on Datto for key personnel workstations.
County Courts		
Clerk of Courts	Clerk of Courts went live with Henschen on 10/05	
Prosecutor		
EMA/911	Meeting with Lisa to finalize NG911 vendor selection.	
SCSO	Install new cameras at Dispatch. Completed setup for new Tahoe's. New recorder install completed, setting up AI. Setup new satellite office in Vickery.	
EMS	EMS14 installation completed. EMS18 installation in completed.	
Fire		Cradlepoint router installation completed. Working with Motorola for FirePrograms interface.

10/6/2026

[illegible]