| Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420 | | | 2026 MEETING |
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| Meeting: Board Of Commissioners | Location: Commissioners' Board Room | Date: 11/17/2026 | Time: 8:00AM |

Present: Commissioners: Scott Miller – President, Russ Zimmerman – Vice President, Justin Smith

Present: Marc Glotzbecker – County Administrator

Others Present: Linda Knudsen, Mircea Handru, Fred Audrich, John Havens, Megan Schutt

| (*action items) | | | | |
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| **AGENDA ITEMS** | **BRIEF DESCRIPTIONS / ACTION STEPS:** | **PERSON RESPONSIBLE:** | **DOLLAR AMOUNT:** | **MOTION / VOTE** |
| **Call to Order Pledge of Allegiance (8:10am)** | **Commissioner Miller called the meeting to order at 8:10am** | Scott Miller, President | | |
| ***Review & Approval of Commissioner Meeting Minutes, in-coming Mail Review & External Meeting Notices** | The 11/10/2026 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices. | Scott Miller<br>Russ Zimmerman<br>Justin Smith | | *Motion: Move to Approve minutes<br>Moved by: Smith<br>2nd: Zimmerman<br>Yes – 3 |
| **Commissioners and Administrator Discussion** | Various items of note and upcoming events were discussed including a letter of support for the Toledo Lucas County Port Authority, a proposal for the Clerk of Courts and a grant document for DJFS from the MHRSB. | | | |
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| *** Then /Now Documents** | 1. Common Pleas- Purchase Order not in place prior to services. Interactive Data LLC: $75.00<br>2. Board of Elections- Purchase Order not in place at time of delivery. United Rentals: $2,171.00<br>3. Board of Elections-Ordered initial part in October, Purchase Order not in place. ES&S: $620.00<br>4. Board of Elections- Purchase Order not in place at time of purchase. Tim Wasserman: $48.38<br>5. Commissioner's- Purchase Orders not in place prior to receiving invoices due to an oversight. Thomas Porter Architects: $19,524.00 | Common Pleas<br>Board of Elections<br>Board of Elections<br>Board of Election<br>Commissioner's | $75.00<br>$2,171.00<br>$620.00<br>$48.38<br>$19,524.00 | *Motion: Move to Approve certificates<br>Moved by: Zimmerman<br>2nd: Smith<br>Yes – 3 |

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| *** Personnel** | None | | | |
| *** Travel Requests** | None | | | *Motion: Move to Approve certificates<br>Moved by:<br>2nd:<br>Yes – 3 |
| **Facility Management** | Pat and Rich came in for their regular meeting with Commissioners and presented their report (attached) on projects that have been ongoing. Pat and Rich reviewed items of note including ongoing issues at EMS 14 and 18 and efforts to resolve them. Service Center limited access project has been completed. Rock and Awe has been set up and SCVB is working through some electronic issues before the show goes live. FM Staff continue to work on mowing and leaf cleanup and getting snow removal equipment prepared. OSS Funds have been depleted with less than $70 left. FM Staff continue to work on cleaning out the old EMS building. Discussion was had on the need for all departments and offices to use the General Supply as much as possible moving forward. | Pat Dickman and Rich Oddo | | |
| **NCBHB** | Mircea Handru came in for his regular meeting with Commissioners and updated them on the activities of the Board. Mircea updated Commissioners on the history and relationship that the Board has with TASC and passed out some information related to it (attached). Mircea detailed that the Board will be receiving a sizable grant in the coming weeks and $78,320.00 of the funds have been earmarked for TASC. Mircea gave an update on DJFS and Mel's Place (Group Home). The Board has committed to the project $250,000 over two years ($500,000) and will pay the lease on the building for 7 years ($275,520). The DJFS/Group Home is the only project as such that the Board funds in their service area. Funding being allocated by the Board to DJFS is specific to Sandusky County. All levy's on the November ballots associated with the Board passed with the next levy being for Sandusky County in the fall of 2027. Discussion was had on the 988 number and how the crisis line works and is beneficial to a community. It operates 24/7 and is a free service. Mental health funding for county jails was also discussed and Mircea reviewed how much each county receives from the state and how each Sheriff can spend the funds. | | | |

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| **Regional Planning Executive Committee** | Fred Audrich, John Havens and Megan Schutt came in to discuss Regional Planning with the Commissioners. They discussed changing the start time to Regional Planning Meetings to accommodate more people from the membership. Commissioners agreed that the time could be moved to a 4:30pm start and that any county employees who were on an hourly rate could adjust their work schedule for meeting days.<br>Fred, John and Megan discussed the upcoming budget and expressed their willingness to work with the Commissioners, understanding the budget issues that exist. Commissioners have to make some sort of annual contribution per the ORC to be able to maintain membership in Regional Planning. Commissioners started that they do intend to contribute to Regional Planning in 2027 but can't identify and exact amount at this time. Commissioners will work to identify a number as soon as possible as they move through the 2027 budget process. An MOU will be put together in the near future establishing the arrangement. | | | |
| * **Resolutions** | RESOLUTION 2026-290<br>APPROPRIATION TRANSFERS TO ESTABLISH END OF THE YEAR PO'S | EMS | $15,000.00<br>$15,000.00<br>$5,000.00 | *Motion: Move to Approve resolution<br>Moved by: Zimmerman<br>2nd: Smith<br>Yes – 3 |
| | RESOLUTION 2026-291<br>APPROVING A SUPPLEMENTAL APPROPRIATION TO WAGES | Clerk of Courts | $3,900.00 | *Motion: Move to Approve resolution<br>Moved by: Zimmerman<br>2nd: Smith<br>Yes – 3 |
| | RESOLUTION 2026 – 292<br>APPROVING LEASE AGREEMENT BETWEEN SANDUSKY COUNTY BOARD OF COMMISSIONERS AND SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) BASED UPON FEDERAL 2 CFR 200 GUIDELINES | DJFS | | *Motion: Move to Approve resolution<br>Moved by: Zimmerman<br>2nd: Smith<br>Yes – 3 |
| | RESOLUTION 2026-293<br>APPROVING A TRANSFER OF FUNDS FROM CONTRACT SERVICES TO REIMBURSEMENTS AND REFUNDS | Board of Elections | $784.01 | *Motion: Move to Approve resolution<br>Moved by: Smith<br>2nd: Smith<br>Yes – 3 |
| | RESOLUTION 2026-294<br>APPROVING A SUPPLEMENTAL APPROPRIATION TO CONTRACT SERVICES | Board of Elections | $10,000.00 | *Motion: Move to Approve resolution<br>Moved by: Smith |

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| | RESOLUTION 2026 – 295<br>ENTERING INTO CONTRACT ON BEHALF OF SANDUSKY COUNTY BOARD OF ELECTIONS WITH ELECTION SYSTEMS AND SOFTWARE LLC FOR ELECTION RELATED SERVICES | Board of Elections | $66,490.00 | *Motion: Move to Approve resolution<br>Moved by: Smith<br>2nd: Zimmerman<br>Yes – 3 |
| | RESOLUTION 2026-296<br>APPROVING A SUPPLEMENTAL APPROPRIATION FOR UTILITIES | EMA | $300.00 | *Motion: Move to Approve resolution<br>Moved by: Zimmerman<br>2nd: Smith<br>Yes – 3 |
| | **Commissioners went into recess at 9:50am**<br>**Commissioners went back into session at 10:30am** | | | |
| | *Motion: Move to enter into Executive Session for Matters of Potential Litigation with Prosecutor Beth Tischler, EMS Chief Jackson, Auditor Jerri Miller and Administrator Glotzbecker being invited in<br>Moved by: Smith<br>2nd: Zimmerman<br>Yes – 3<br><br>*Motion: Move to leave Executive Session<br>Moved by: Smith<br>2nd: Zimmerman<br>Yes – 3 | | | |
| **Public Open Session** | Citizens Attendees – none<br>Media Attendees – none<br>Elected Officials - none | | | |
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| * **Adjournment (11:00am)** | With business completed for the day the meeting was adjourned. | | | * Motion: Move to adjourn<br>Moved by: Smith<br>2nd: Zimmerman<br>Yes - 3 |

**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

## 1. Internal Maintenance Projects

**Update:**

- Fishbeck Engineering and Thomas Porter working on issues at EMS-14 and 18. Weekly meetings are ongoing.
- Service Center limited access project completed. We have been helping them move offices around in those areas.
- Rock and Awe Christmas lighting was set up on Nov. 6th.
- Cleaning up leaves, mowing and getting snow equipment around.
- Sold three police cruisers on Gov Deals.
- Cleaning out old EMS. desk, cabinets equipment etc.
- Reviewing contractor bids for cleaning supplies.
- OSS funds are nearly depleted. Less than $70.00.

NORTH CENTRAL
BEHAVIORAL HEALTH BOARD
SENECA • HURON • OTTAWA • SANDUSKY • WYANDOT

## Sandusky County TASC funding

| **Fiscal Year 2025** | **Allocated** | **Expended** |
|---|---|---|
| Federal TASC grant | $245,441.00 | $245,441.00 |
| Levy funds | $20,000.00 | $20,000.00 |
| ATP funds (Clyde Court No. 1) | $57,128.08 | $5,305.95 |
| Fremont Opioid funds | | $204.00 |

| **Fiscal Year 2026** | **Allocated** | **Expended** |
|---|---|---|
| Federal TASC grant | $220,896.90 | $220,896.90 |
| Levy funds | $20,000.00 | $20,000.00 |
| ATP funds (Clyde Court No 1) | $12,000.00 | $10,075.35 |
| Fremont Opioid funds | | $2,012.00 |

| **Fiscal Year 2027** | **Allocated** | **Expended** |
|---|---|---|
| Federal TASC grant | $220,896.90 | |
| Levy funds | $50,000.00 | |
| ATP funds (Clyde Court No 1) | $10,508.29 | |
| Fremont Opioid funds | | $1,776.00 |
| SOS 4.3 federal grant (pending) | $78,320.00 | |

***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, November 17, 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

Facility Management

MHRSB

Regional Planning Exec Board

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:
11/16/2026- Budget Meetings (1:00pm- County Courts/2:30pm- Auditors Office)
11/17/2026- Budget Meetings (1:00pm- IT/2:00pm- Facility Management)
11/18/2026- FCFC Executive Meeting: 12:00pm
11/18/2026- Budget Meetings (11:00am- DJFS/1:00pm- Coroner's Office/2:00pm- Veterans Services)
11/19/2026- Budget Meetings (1:00pm- Prosecutor's Office/2:30pm-Clerk of Courts Office)
11/20/2026- Health Dept: 8:30am

## RESOLUTIONS

**RESOLUTION 2026-290**

**APPROPRIATION TRANSFERS TO ESTABLISH END OF THE YEAR PO'S**

**RESOLUTION 2026-291**

**APPROVING A SUPPLEMENTAL APPROPRIATION TO WAGES**

**RESOLUTION 2026 – 292**

**APPROVING LEASE AGREEMENT BETWEEN SANDUSKY COUNTY BOARD OF COMMISSIONERS AND SANUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS) BASED UPON FEDERAL 2 CFR 200 GUIDELINES**

**RESOLUTION 2026-293**

**APPROVING A TRANSFER OF FUNDS FROM CONTRACT SERVICES TO REIMBURSEMENTS AND REFUNDS**

**RESOLUTION 2026-294**

**APPROVING A SUPPLEMENTAL APPROPRIATION TO CONTRACT SERVICES**

**RESOLUTION 2026 – 295**

**ENTERING INTO CONTRACT ON BEHALF OF SANDUSKY COUNTY BOARD OF ELECTIONS WITH ELECTION SYSTEMS AND SOFTWARE LLC FOR ELECTION RELATED SERVICES**

**RESOLUTION 2026-296**

**APPROVING A SUPPLEMENTAL APPROPRIATION FOR UTILITIES**

# 11/17/2026

| Name | Signature | Contact Information |
|---|---|---|
| Linda Knudsen | [illegible] | lmkommerce@gmail.com |
| FRED [illegible] | [illegible] | |
| John Havers | [illegible] | |
| Megan Schutt | [illegible] | |
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