

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2026 MEETING		
Meeting: Board Of Commissioners		Location: Commissioners' Board Room	Date: 6/18/2026	Time: 8:00AM	
Present: Commissioners: Scott Miller – President, Russ Zimmerman – Vice President, Justin Smith					
Present: Theresa Garcia – County Administrator/ Marc Glotzbecker- County Administrator					
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 called the meeting to order at 8:05am		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 6/16/2026 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.		Scott Miller Russ Zimmerman Justin Smith		*Motion: Move to Approve minutes Moved by: Smith 2nd: Zimmerman Yes – 3
Commissioners and Administrator Discussion	Discussion was had on the DJFS Employee Appreciation Event held on 6/17/2026 and how well Director Allen and her staff work to care for the young people of our community in need. Discussion was also had on the Board of DD construction contract, which would be a Sole Source Procurement contract. Commissioner Zimmerman would like the County Prosecutor to present an opinion on the contract before it is signed by the Board of Commissioners.				
* Then /Now Documents	Certificate was presented by Board of DD- No purchase order was in place for the project (asbestos abatement at School of Hope): \$4,265.00- Total Environmental Services		Board of DD	\$4,265.00	*Motion: Move to Approve certificates Moved by: Zimmerman 2nd: Smith Yes – 3

* Personnel	None				
* Travel Requests	None				
Building Department	Jim Urankar from SafeBuilt came in for the regular meeting with the Commissioners. Commissioners detailed some calls that they have received from community members regarding how things are working with the Department and Jim explained the process that they utilize to respond to questions and complaints from contractors and/or residents and the timeline that typically happens when responding to calls. Jim explained that they have a 10-day turn-round policy for the majority of projects that are submitted (State of Ohio has a 30 day turn around) and he feels they work extremely hard to meet that policy. Jim and the Commissioners all agreed that communication with the public and contractors is critical.				
Sanitary Engineer	Steve Schiets, Sanitary Engineer and Cody Maynard came in for their regular meeting with the Commissioners. They went through a lengthy list of projects and objectives that have been worked on, completed or in the process of being completed (See Attached). Discussion was had on the potential for Rice Township Water Improvements and the thought process of it all with the potential project. Steve detailed a conversation he had with the Ohio EPA on the project. Commissioners Office is getting some information on what would be realized from a TIF for the project. Steve and staff went through general office operations, Ohio EPA Permit Renewals and Annual Ohio EPA Requirements (Metrics Reporting, NPDES Renewal, CCR), SCADA System updates and evaluations, and field operational items. Discussion was had on the coming relocation of the Impound Lot and relocation of the EMS Headquarters.	Steve Schiets, Sanitary Engineer			
* Resolutions	RESOLUTION 2026-145 APPROVING SUPPLEMENTAL APPROPRIATION FROM OTHER EXPENSES FOR COMMISSIONERS ADMINISTRATIVE COSTS	Commissioners	\$4,700.00	*Motion: Move to Approve resolution Moved by: Smith 2nd: Zimmerman Yes – 3	
	RESOLUTION 2026-146 APPROVING FUND TRANSFER FROM SALES TAX INCOME TO PI AND TO DEBT FUNDS TO COVER LOAN PAYMENTS	Commissioners	\$24,000.00 \$60,000.00 \$75,000.00 \$500,000.00	*Motion: Move to Approve resolution Moved by: Zimmerman 2nd: Smith	

				\$50,000.00	Yes – 3
	<i>Commissioners went into recess at 8:33am Commissioners went back into session at 8:42am</i>				
Regional Planning	Megan Schutt came in for her regular meeting with the Commissioners. She detailed some projects and concerns, including the sale of the condos in Wightmans Grove. They have been visiting to check flood elevations and permit applications to make sure that everything is being done according to the parameters that have been set up. Commissioner Miller asked if there was any sort of HOA set up at Wightmans Grove. Regional Planning continues to work on flood zone and zoning requests for Brightstar Mobile Home Park (175 potential mobile homes to be implemented). York Township is not going to go through with their zoning at this time and will remain un-zoned. 22 lot splits have come through in the past 3 months.	Megan Schutt, Regional Planning			
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials - none				
* Adjournment (10:12am)	With business completed for the day the meeting was adjourned at 10:12am.				* Motion: Move to adjourn Moved by: Zimmerman 2nd: Smith Yes - 3

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

Signature of:



Scott Miller, President



Russ Zimmerman, Vice President



Justin Smith

Board of County Commissioners, Sandusky County Ohio

6/18/2026

[illegible]

AGENDA
Commissioners' Meeting
June 18, 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 (Attachment #2)
- 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 #3)
- 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 for entire amount from the Commissioners
 - Is there an amount that could be considered
- 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" 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
 - 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 (Attachment #4)
 - Two more loan applications are required: (1) Design Loan & (2) Construction Loan
 - County Water District Legal / JED – Prosecutors and/or Squires Patton Boggs
 - Discussions are ongoing
 - Sources would not be available until after construction is completed
 - Structure on property would also have to obtain water service
 - Purchase property of Water Plant & Water Tower (along with any necessary easements)
 - Potential property for purchase identified (Attachment #5)
 - Utilize Prosecutors Office like Wightman's Grove property acquisitions
 - Minimum Footprint
 - 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 must be out of the floodplain
 - Access must be out of the floodplain

2. District #1 Agreement
 - New Agreement had three requests originally from the County (Attachment #6)
 - 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
 - Need to forward the agreement to Prosecutors for review
 - Reach back to Catie Romancheck
 - 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

3. Office Operations

- Vehicle Replacement Purchases
- 2012 Crane Truck Replacement (\$112,414.68)
- Diesel Truck (Ford F350) was received for \$66,014.68
- Utilized the cost of the Ford F350 in 2025 Budgets
- Service Body and Lift Gate is \$46,400
- Also includes emergency lighting and moving crane from old truck
- 2002 Ford F-150 Truck (\$36,040)
- Ford Ranger was ordered from Advantage Ford
- Emergency Lighting and outfitting truck will be completed after delivery
- Ohio EPA NPDES Permit Renewal – Adams Acres due end of April
- Renewal process has been completed
- Ohio EPA has it advertised for public input (Attachment #7)
- Ohio EPA Requirements
- Ohio EPA Water Metrics for 2025 was submitted (Attachment #8)
- Ohio EPA Contract Operator Facility was submitted (Attachment #9)
- Consumer Confidence Report (CCR) for 2025 was submitted (Attachment #10)
- Sent out to all Shorewood Water Customers / Users on June 16, 2026
- Also added to website
- Included Ohio EPA Backflow Prevention Pamphlet (Required every 5 years)
- SCADA System – Verification of all status points and alarms
- Status Points
- Mostly standby generator issues
- Burkett's complete wiring and phase monitor installation for many of the generators
- Bissnuss (formerly Bergen) will finish addressing these issues within the SCADA
- Alarms (Old System – Win-91 and New System - Catron)
- Still utilizing old alarm notifications (Win-91)
- Catron is now having cell phone communication issues
- Although periodic issues have been with the cell phone service, this is new
- Complete loss of cell phone service causing major loss of alarm notification
- Switching from Verizon to AT & T cellular service
- Reached out to Atul to see if he can work between us and Bissnuss
- Looking at updating Win-91 and computer to continue with our alarm system
- Office computers will be updated with the office renovation
- Still working on updates for Rules & Regulations and Licensed Contractor's Handbook
- Contractor's Handbook was sent up for review to the Prosecutor's (Attachment #11)
- Not changing the Contractor's requirements
- Resolution approving the handbook and requirements will be forthcoming
- State Route 53 Crossing (Attachment #12)
- Ballville Township reached out about getting sanitary sewer service on west side of road
- Boring 230 Linear Feet with approximately 180' of casing pipe
- Application for funding was submitted (Attachment #13)
- QBS for replacing Bark Lane Lift Station, Center Street Ejector and Adams Acres
- 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 #14)
 - 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
 - Burkett's braced the pole and are scheduled to replace it ASAP (\$5,689.60)
 - Ireland Lift Station – Electric Service Damaged on May 27, 2026 (Attachment #15)
 - 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
 - Burkett's repaired the service line and service was restored by AEP
 - Surge protector on RTU (SCADA) was replaced by Burkett's
 - Antenna on the RTU was bent up but still working (Midport Contacted)
 - Requested quote from Zimmerman Builders to repair the roof
 - The lift station is within an easement, so the tree is not on County property
 - Easement is just big enough for the lift station (Attachment #16)
 - Looked into purchasing triangular portion of property in 2016 (Attachment #17)
 - Just under 0.5 acres of property
 - That property owner was looking to donate to the Parks District
 - Parks wasn't interested & he did not want to sell/donate triangular portion
 - Property owner ended up selling to another individual
 - Tolhurst > Courtney (2020) > Kirsch (2024)
 - Lift Station Repairs
 - Bark Lane – Both pumps needed repacked
 - Center - Replace Main Disconnect Box (Burkett's)
 - Flygt Rod Installations (Inhouse & Wave Electric)
 - Rice Lift Station
 - Shorewood Lift Station
 - Odor Control for Lift Stations started or continued
 - Caustic Soda to neutralize the force mains (Shorewood, Rice, Hawk)
 - Calcium Nitrate is fed at Shorewood Lift Station prior to the pumps
 - Hydrogen Peroxide is fed at Hawk Lift Station after grinder pumps
 - Yard restoration from various water leaks (3 repairs in the last 6 months)
 - Shorewood Water Leak in front of 1088 Millbrook Drive on September 10, 2025
 - Shorewood Water Leak in front of 2292 Harbor Hill on November 28, 2025
 - Shorewood Water Leak in front of 1014 Shorewood Drive on February 9, 2026
 - Portion of the Concrete Driveway will be replaced by Zimmerman Builders
 - Yard restoration was completed at 2292 Harbor Hill and 1014 Shorewood
 - Heavy rains the following day will force some of it to be redone
 - Water Service Termination
 - 2325 Harbor Hill (Property has been sold via Sheriff's sale)
 - 1042 Springwood
 - Riley Township – Flow hitting manhole lids due to flow dishes to stop water from leaking in
 - Requested meeting with snowplow driver to discuss which manholes are problematic
 - Monitor the manholes this spring and/or heavy rain events
 - Evaluate removal of the flow dishes if no water collecting over top of them
 - EMS connections (Porter Architects)
 - Life Squad 14 - Bacteria Test needs completed
 - EMS Office - 8" sanitary sewer needs deflection testing

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
 - Invoice of \$24,894.40 was paid
 - Currently there is no contract with Porter Architects in place
 - Coordination with the EMS renovation of their building on E. State Street will be crucial
 - Sanitary Engineers to take over EMS portion of building and cold storage building
 - 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
 - Sanitary Engineers will be looking at the following key areas of focus for the work (Attachment #18)
 - 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 hopefully utilize Bond via the Commissioners
 - If not, OWDA Loan can be utilized
 - Fund requests from the Commissioners
 - Customer Parking Lot (Attachment #19)
 - 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 old transfer switch will be utilized for Fuel Depot
 - We are looking at some small changes once EMS moves out
 - 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 #20)
 - 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 need the Vehicle Impound Lot moved









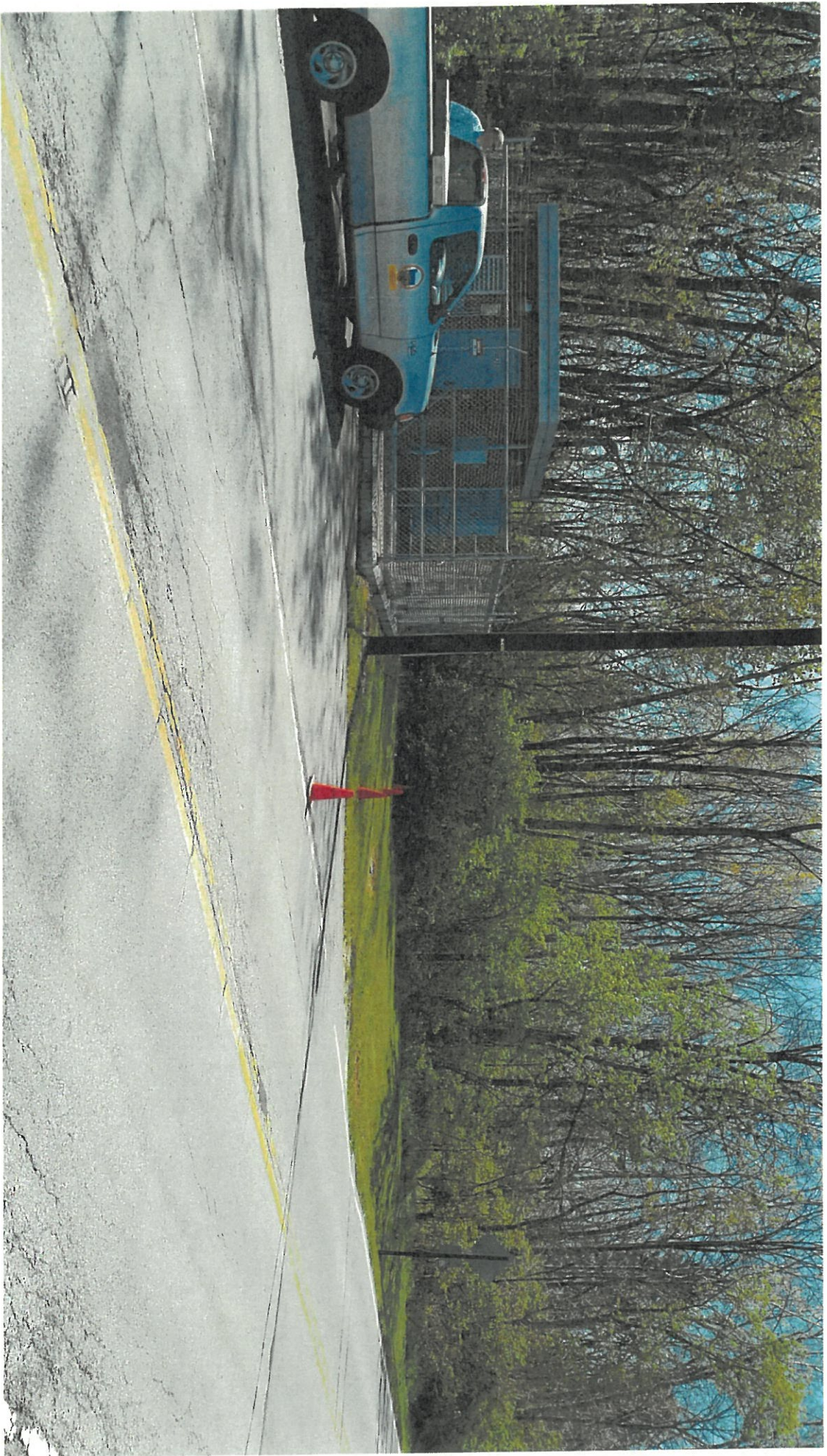




















1/14/2025

Re: Village of Shorewood
Plan
Correspondence
Drinking Water Program
Plan Classification: General Plans
County: Sandusky
Secondary ID: OH7201012
Project ID DDAGW-3391

Joe Dameron, P.E., jdameron@msconsultants.com

Dear Joe:

We are reviewing the general plans for the project entitled Rice Township Water Improvements. Based on our phone conversation on 1/14/2025, we have the following preliminary comments to gather more information for the project.

OVERALL COMMENTS

Comment ID	Plan Sheet	Page Number	Comment
DDAGW-1	SCSE General Plan - Final	1	In accordance with OAC 3745-91-03, the water system which will own/supply/bill for water must sign the plans.
DDAGW-2	SCSE General Plan - Final	1	In accordance with OAC 3745-91-03, the plans are required to be prepared by a Professional Engineer. Please provide a set of plans stamped and signed by a Professional Engineer.
DDAGW-3	SCSE General Plan - Final	1	Joe, as discussed in phone conversation with you and us (Debbie and Sanjay) on 1/14/2025, we need following basic information before we review the general plans: - Well site selection and its approval letter. - All the well water quality parameters for new well analysis along with recommended Ammonia and Sulphur.

			- An updated compliance schedule. - All the documents and correspondences (emails, meetings, minutes, user rates, taping fee, and agreements) between Fremont and Shorewood regarding the regionalization alternative. - Detailed calculations of spare capacity available at Fremont for the regionalization alternative. - Estimated cost for revised water treatment alternative (based on actual water quality parameters) and Fremont regionalization alternative. - Provide present worth analysis for 30-year loan for all alternatives in comparison table.
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The plans submitted at this time cannot be approved until the requested information and plan revisions are received. Please submit a revised electronic copy of the general plans, specifications, and revision letter to the project in the e-Plans portal. Please be advised, we may have further questions and comments as the review process proceeds. If you have any questions, please email me at sanjay.bansal@ohio.epa.gov.

Sincerely,

Sanjay Bansal, P.E.
Environmental Specialist 2
Engineering and Infrastructure Section
Division of Drinking and Ground Waters

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Dana Martin-Hayden, NWDO, DDAGW
Sanjay Bansal, CO, DDAGW