

Meeting: Board of Commissioners **Location:** Commissioners' Conference Room

Date: 11/28/17

Time: 8:35 AM - 1:24 PM

Present: Commissioners: Charles Schwochow, President; Kay E Reiter, V-President; Scott Miller

Present: Administrator, Theresa Garcia

Others Present: Jerri Miller, Tim Buit, Reginald L Staples, Dave Batey, John Merchant, Jim Moyer, Tara Shanahan, Carlos Baez, 5 Paving Contractors

*(*action items)*

| AGENDA ITEMS: | BRIEF DESCRIPTION/ACTION STEPS: | PERSON RESPONSIBLE: | DOLLAR AMOUNT: | MOTION/VOTE: |
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| Call to Order (8:45 am) | The Commissioners began their day at 7:30am with an elected officials meeting prior to beginning open session. | Charles Schwochow, President | | |
| *Review & Approval of Commissioner Meeting Minutes, In-coming Mail Review & External Meeting Notices | The 11/21/2017 and 11/27/17 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices. | Scott Miller Kay E Reiter Charles Schwochow | | |
| Review of External Board/Meetings Attended by Commissioners | Commissioner Reiter attended the Trips Advisory Board meeting on 11/27/17 for the review of the documents ODOT's 5-yr transportation plan. They are looking at a proposal to change the name of the Advisory Board in order to make people more aware it is not just for TRIPS but for other means of Transportation such as taxi, bike trails, etc. | Kay E Reiter | | |
| Commissioners and County Administrator Discussion | Administrator notified the Board that Brandy Bagent called and accepted the position of TASC Administrator. She will be putting in her two week notice to her current employer and will be starting on 12/13/17. Theresa shared that the EMA Director, Lisa Kuelling, presented the revisions to the to the County Radiological Plan for signatures of the Commissioners. Revisions were flagged for approval. | Theresa Garcia | | |
| *Then/Now Documents | One certificate was presented by Hazmat Team. Director did not receive prior notification from the team they were making a purchase. One invoice makes up this certificate. Lowes - \$75.88 | Theresa Garcia | \$75.88 | *Motion: Move to Approve Then and now certificate Moved by: Charles Schwochow 2nd : Scott Miller Yes – 3 |
| *Personnel | None at this time | | | |
| *Travel Requests | None at this time | | | |

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| <p>Auditor (9:05 am)</p> | <p>Jerri Miller, County Auditor, reviewed the tax revenue year to date. November tax revenue was down for the month but is slightly up for the year. Casino tax was also down for the year. We have received the last of the Casino tax money for 2017 and that came in short of what was projected for the year. The expense report was reviewed. Departments should be at 83% there are a few departments that are over budget but most are in line and should end the year according to their budget.</p> <p>The Auditor then reviewed the state of the budget and where she feels general fund will come in by the end of the year. The way it looks we will come in negative. County Courts payroll is over budget. The Administrator mentioned that there may be an employee being paid from the wrong fund that would cause this. Jerri will look into this.</p> | <p>Jerri Miller - Auditor</p> | | |
| <p>Bellevue Hospital Public Hearing (9:30 am)</p> | <p>Bellevue Hospital is working on a renovation project to the hospital. Tim Buit representing Bellevue Hospital started the hearing.</p> <p>The hospital is twelve years old and they are looking at expanding. They need a room for behavioral health for safety reasons. Right now they have to empty an ER room to accommodate for these patients. They want to redo the entrances and extend them along with many other improvements. The Hospital has asked that Sandusky County authorize the issuance of one or more series of lease obligations in an amount not to exceed \$9,000,000 for this project.</p> | <p>Tim Buit – CFO, Bellevue Hospital</p> <p>Dave Batey, 5/3 Bank</p> <p>Hospital Bond Counsel: John Merchant Reginald L Staples</p> | | |
| <p>*Resolutions (10:15 am)</p> | <p>2017 – 383 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM DONATIONS TO SUPPLIES FOR PLAYGROUND EQUIPMENT PURCHASE</p> <p>2017 – 384 APPROVING SUPPLEMENTAL APPROPRIATION TO PI CONTRACT SERVICES FOR COURTHOUSE STEP HANDRAILS AND HABITEC SECURITY WORK</p> <p>2017 – 385 APPROVING SUPPLEMENTAL APPROPRIATION TO BUDGET RESERVE TRANSFER OUT FOR END OF YEAR CHILD PLACEMENT COSTS, PUBLIC DEFENDER AND AUTOPSY COSTS</p> | <p>Charles Schwochow, President</p> | <p>\$3,500.00</p> <p>\$20,000.00</p> <p>\$400,000.00</p> | <p>*Motion: Move to Approve Resolution 2017-383: Moved by: <i>Scott Miller</i> 2nd : <i>Kay E Reiter</i> Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-384: Moved by: <i>Charles Schwochow</i> 2nd : <i>Kay E Reiter</i> Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-385: Moved by: <i>Charles Schwochow</i> 2nd : <i>Kay E Reiter</i> Yes – 3</p> |

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| <p>*Resolutions cont. (10:15 am)</p> | <p>2017 – 386 APPROVING SUPPLEMENTAL APPROPRIATIONS TO CHILD WELFARE PLACEMENT AND CORONER CONTRACT SERVICES</p> <p>2017 – 387 APPROVING FUND TRANSFER FOR DJFS TO CHILD PLACEMENT FOR AUGUST AND SEPTEMBER AND MANDATED SHARE FOR OCTOBER AND NOVEMBER</p> <p>2017 – 388 APPROVING SUPPLEMENTAL APPROPRIATION TO COUNTYWIDE CONTRACT SERVICES FOR YEAR END INVOICES</p> <p>2017 – 389 APPROVING FUND TRANSFERS FROM FACILITY MANAGEMENT WAGES AND BENEFITS TO COURTHOUSE RENOVATION (\$11,200.00); SICK LEAVE CONVERSION (\$100.00); OPWC LOAN (\$3,790.00)</p> <p>2017 – 390 APPROVING APPROPRIATION TRANSFER FOR COMMISSIONERS FROM BONDS TO UTILITIES FOR END OF YEAR INVOICE (\$75.00)</p> <p>2017 – 391 APPROVING FUND TRANSFER FROM INSURANCE FUND TO COMMON PLEAS COURT FOR JURY PAYMENTS (\$15,000.00) AND SUPPLIES FOR JURY NOTICES (\$4,000.00)</p> | | <p>\$300,000.00 \$20,000.00</p> <p>\$227,121.62 \$33,845.34</p> <p>\$45,000.00</p> <p>\$11,200.00 \$100.00 \$3,790.00</p> <p>\$75.00</p> <p>\$4,000.00</p> | <p>*Motion: Move to Approve Resolution 2017-386: Moved by: Kay E Reiter 2nd : Charles Schwochow Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-387: Moved by: Charles Schwochow 2nd : Kay E Reiter Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-388: Moved by: Kay E Reiter 2nd : Charles Schwochow Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-389: Moved by: Charles Schwochow 2nd : Kay E Reiter Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-390: Moved by: Scott Miller 2nd : Kay E Reiter Yes – 3</p> <p>*Motion: Move to Approve Resolution 2017-391: Moved by: Charles Schwochow 2nd : Kay E Reiter Yes – 3</p> |
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| <p>*Resolutions cont. (10:15 am)</p> | <p>2017 - 392 AUTHORIZING THE ISSUANCE BY THE COUNTY OF SANDUSKY, OHIO OF ONE OR MORE SERIES OF LEASE OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$9,000,000, PURSUANT TO A MASTER LEASE-PURCHASE AND SUBLEASE-PURCHASE AGREEMENT WITH FIFTH THIRD BANK AND THE BELLEVUE HOSPITAL FOR THE PURPOSE OF PROVIDING FOR THE FINANCING OF (I) AN ADDITIONAL OPERATING ROOM SUITE, RENOVATION OF THE EMERGENCY DEPARTMENT, RENOVATIONS TO THE TERRACE ON THE SECOND FLOOR OF THE HOSPITAL AND ADDITIONAL PARKING AT THE HOSPITAL LOCATED AT 1400 W MAIN STREET, BELLEVUE, OHIO; AND (II) RENOVATIONS TO THE PHYSICAL THERAPY DEPARTMENT, VEIN CENTER, OB OFFICES AND THE FITNESS CENTER AT THE HOSPITAL FACILITY LOCATED AT 102 COMMERCE PARK DRIVE, BELLEVUE, OHIO; AUTHORIZING THE EXECUTION AND DELIVERY OF AN ASSIGNMENT OF RIGHTS UNDER A MASTER LEASE TO MASTER TRUSTEE, AND A TAX EXEMPTION CERTIFICATE AND AGREEMENT AND AN ESCROW AGREEMENT; AUTHORIZING OTHER DOCUMENTS IN CONNECTION WITH THE ISSUANCE OF SUCH LEASE OBLIGATIONS.</p> | | | <p>*Motion: Move to Approve Resolution 2017-392: Moved by: Kay Reiter 2nd : Scott Miller Yes – 3</p> |
| <p>Engineers Bid Opening For 2018 Paving Projects (10:30 am)</p> | <p>The meeting was turned over to Jim Moyer, County Engineer. Jim opened bids on three separate paving projects for 2018. Bids and bid bonds were presented for each project from several contractors. Once all bids were open and presented, Commissioner Miller made a motion to tabulate the bids and award at a later date.</p> | <p>Jim Moyer - Engineer Carlos Baez – Deputy Engineer Tara Shanahan – Clerical Specialist</p> | | <p>*Motion: To award bid at a later date Moved by: Scott Miller 2nd : Kay E Reiter Yes – 3</p> |
| <p>Dog Warden (11:00 am)</p> | <p>See Attachment A - Dog Warden Report Kelly Askins, Dog Warden, reviewed her agenda items. Kelly also talked about the portable electronic sign owned by the Dog Kennel. She is not seeing any advantages to the sign and would like to sell it. She has approached a couple of people about the sign and their interest. The board did not have an issue with her selling the sign but did suggest she post it on GovDeals.</p> | <p>Kelly Askins – Dog Warden</p> | | |
| <p>Facility Management (11:30 am)</p> | <p>See Attachment B - Facility Management Report The pricing on the control systems for the side entrances were discussed and Board informed Ron that they are holding off on spending any additional money at this time on this project. The quote requested to put the heating in the IT/ Server office was submitted from Wadsworth. The quote was for \$6,756.00. Commissioner Schwochow made a motion to approve the cost be paid from PI. Commissioners asked about courthouse punch list status for different departments. Ron was asked to talk to the Recorder’s Office to see what is left that is not on his list.</p> | <p>Ron Hiser – Facility Management Director</p> | | <p>*Motion: To approve heating unit paid from PI Moved by: Charles Schwochow 2nd : Kay E Reiter Yes – 3</p> |
| <p>Public Open Session (12:00 pm)</p> | <p><i>Citizen Attendees – none</i> <i>Media Attendees – Craig Shoup, News Messenger</i> <i>Elected Officials – none</i> <i>Commissioner Reiter left session for TMACOG’s Executive Committee Meeting in Toledo, Ohio</i></p> | | | |

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| <p>*Adjournment (1:05 pm)</p> | <p><i>At 1:05 pm the business concluded for the day.</i></p> | <p>Charles Schwochow, President</p> | <p>*Motion: <i>Move to adjourn.</i> Moved by: <i>Scott Miller</i> 2nd : <i>Charles Schwochow</i> Yes – 2</p> |
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Signature of:

Charles Schwochow, President

Kay E Reiter, Vice President

Scott Miller

Board of County Commissioners, Sandusky County, Ohio

Attest: Theresa Garcia, 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