

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 2/6/18

Time: 8:00 AM - 11:00 AM

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

Present: Theresa Garcia, County Administrator

Others Present: Ron Hiser, Gary Kirsch, Atul Chopra, Will Chambers, Craig Shoup, Jaime Wolfe

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
Call to Order Pledge of Allegiance (8:00am)		Kay E Reiter, President		
*Review & Approval of Commissioner Meeting Minutes, Incoming Mail Review & External Meeting Notices	The 2/1/18 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Kay E Reiter , Scott Miller, Charles Schwochow,		
Review of External board/Meetings Attended by Commissioners	<p><u>Commissioner Reiter and Commissioner Schwochow</u> attended the land bank meeting on 2/1/18. Commissioner Schwochow talked about the issue they were having with one of the parcels that had demo work done on it. The land bank board also talked about the NIP grant and the payment for the parcels that are involved with the grant.</p> <p><u>Commissioner Miller</u> attended the Combined Coalition meeting at the Health Department on 2/1/18. There was good attendance. They want to work on protection and prevention when it comes to drug abuse and addiction. They feel information needs to get to the schools and parents to help deal with the problem and educate. They talked about the limited amount of time parents have with there teens to actually have these conversations. Teen pregnancy rates are down and suicide rates are staying the same. Health Department has a new web page they invited everyone to look at.</p> <p><u>All three Commissioners</u> attended the Sheriff's award banquet last Thursday. He recognized many staff and it was well attended. The Commissioners presented certificates of recognition to those that received awards.</p> <p><u>Commissioner Reiter</u> spent the day on 2/5/18 observing Woodville Court. It was very interesting watching how the court worked. The building is beautiful and the staff is very happy with their office. She went over some of the cases that were presented. She was very impressed with Judge Fiser.</p>			

*Then/Now Documents	Five certificates were presented from Common Pleas Court. Transfers were done late and account was out of funds prior to service. Five invoices make up these certificates. SHI - \$792.97; One invoice International Institute - \$601.66; Ideal Bakery - \$18.00; Judge Hart - \$83.16; Computer Man - \$17.50		\$792.97 \$601.66 \$18.00 \$83.16 \$17.50	*Motion: Move to Approve then and now certificates Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
*Personnel	None at this time			
*Travel Requests	None at this time			
Commissioners and Administrators Discussion	The Administrator talked about the outstanding advances that were brought up by the State Auditor last year. All the advances have been taken care of except for two with TASC. She suggested that they wait for the new TASC Administrator to come in and take a look at the budget and make a suggestion on how to pay them back. Information was submitted from Cindy Welty on behalf of the Bar Association regarding public defender fees. The fees have not been changed in ten years. The State of Ohio did increase capital case fees to \$125.00 an hour. The Administrator asked to discuss this on Thursday. The County also received a memo from CORSAs, the county's liability carrier, regarding the incentive program. Sandusky County received 100% credit on the incentive program. The Administrator gave credit to Jaime Wolfe, HR Specialist, for her hard work in the past year. The Commissioners asked Jaime to come meet with them and thanked her personally for managing the program. Sandusky County has received 100% on this program since it was put in place. Commissioner Reiter asked about setting up a meeting with Grace Sidell and John Meggitt with BDI Inc. regarding Bloom Road easement. She had talked to Grace last week and she would like to see the easement suggestion on paper. The Administrator will get the meeting set up. Commissioner Miller sent out an email to the Community Corrections Board to notify them of the change in Administration at TASC.			
Facility Management (8:30am)	<u>Ron Hiser Facility Management Director.</u> See Attachment A for agenda items. Ron talked about signs at the courthouse that need to be replaced. Commissioner Miller moved to replace the signs quoted by Takeform for \$2,406.67 and pay for them out of PI. Commissioner Schwochow seconded the motion. Motion approved. The cost for replacement windows for the Old Jail were reviewed. They are set up in three phases. Commissioner Schwochow moved to have phase I done by Capitol Aluminum for \$31,300.00 paid for out of PI. Commissioner Miller seconded the motion. Motion approved. Communale submitted a quote to replace fire suppression system at the JJC for \$5,151.00. Commissioner Schwochow moved to replace the suppression system. Commissioner Miller seconded the motion. Motion approved. The hot water booster at the jail for the dish washer is shot and needs to be replaced. The booster runs \$2,720.30. Commissioner Schwochow moved to replace from PI. Commissioner Miller seconded the motion. Motion approved. Ron would like to use recycle funds to put utility beds on the three new trucks. Quote is for \$7,658.00 a truck. Commissioner Schwochow moved to approve the purchase. Commissioner Miller seconded the motion. Motion approved.	Ron Hiser - Facility Management Director	\$2,406.67 \$31,300.00 \$5,151.00 \$2,720.30 \$22,974.00	

<p>IT Department (9:00am)</p>	<p>Gary Kirsch - Director Gary is happy with how things have been going. The staff gets together everyday to review what they have done the day before and what they need to get done today. The new servers will be ordered and in within the next week or two. Gary is almost done with Fremont's set up. They talked about the program they purchased to use as their work order program. Gary is happy with the program and Atul has some issues with them that he is working on. They are troubling shooting to often on the system and not on County problems. Atul talked about the new 911 project. They are looking at the connectivity and band width portion which is huge. It is very costly and you can't go a cheap route it has to be accurate and spot on. He also talked about the Auditors servers. All these servers are on our new system. There was some issues with the programs and they touch base with the vendors everyday with the problems they are having. Gary talked about the issues with the web page. There was a corruption a few weeks back with the host. We had to take many steps to keep it from affecting our servers. It was very difficult to get in touch with the gentlemen who is hosting the web page to get things fixed and it could have caused a lot more issues then it did. They would like to talk to the Prosecutor about what they can do on this matter. Will gave information he had on how they fixed some of the issues.. The Commissioners agreed they should talk to Mark Mulligan. Commissioner Reiter asked Gary to make sure he is careful when making suggestions to others regarding outside services. Atul informed the Commissioners that the back up servers will need to be replaced and they are working on that. Atul presented the quotes for the wireless audio for the courtrooms. The quotes came in at almost \$50,000.00 form Sound Solutions. Atul feels this is the best vendor and cost for the job they need to have done.</p> <p>Commissioner Schwochow moved to move forward with the quote for phase I for courtroom one at a cost of \$20,675.00. Commissioner Reiter seconded the motion. Motion approved. Discussion was to reach out to the courts, prosecutor and clerk of courts to see if there are any special funds that could assist in paying for the project. Commissioner Miller also asked if we could research grant money to have this installed. The Administrator will look into both of these ideas. Atul also discussed the Green Carpet Program that is being implemented to help switch over our current HP equipment. They have paperwork submitted and just waiting for more information.</p>	<p>Gary Kirsch - IT Director, Atul Chopra - Communication Specialist, Will Chambers - IT Specialist</p>	<p>\$20,675.00</p>	
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*Resolutions (10:00am)	2018 – 57 APPROVING APPROPRIATION TRANSFER FOR BOARD OF ELECTIONS FROM SUPPLIES TO OTHER COSTS FOR CHANGE FUND FUNDING (\$200.00)		\$200.00	*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 - 58 AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY BOARD OF ELECTIONS (BOE) FOR 2018			*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
	2018 – 59 APPROVING FUND TRANSFER FOR DJFS FOR DECEMBER 2017 PLACEMENT COSTS (\$132,907.52) AND FEBRUARY 2018 MANDATORY SHARE (\$16,922.67)		\$16,922.67	*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3
	2018 – 60 APPROVING SUPPLEMENTAL APPROPRIATION TO TASC REIMBURSEMENT ACCOUNT FOR EMPLOYEE INVOICE PAYMENT (\$45.00)		\$45.00	*Motion: Move to Approve Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
Public Open Session	Citizens Attendees - none Attendees - Craig Shoup, News Messenger Elected Officials - none	Media		
*Adjournment (11:00am)	With business completed for the day the meeting was adjourned.			*Motion: Move to Approve Moved by: Charles Schwochow 2nd: Scott Miller Yes - 3

Signature of:

Kay E Reiter, President

Scott Miller, Vice President

Charles Schwochow

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