

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420**2023 MEETING**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 6/6/2023

Time: 9:30AM

Present: Commissioners: Charles Schwochow – President; Russ Zimmerman– Vice President; Scott Miller

Present: Theresa Garcia – County Administrator

Others Present: Ron Hiser, Tiffaney Shaver

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (9:30am)	Commissioner's session started later as the Commissioners were attending the Communities Foundation appreciation presentation.	Charles Schwochow, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 6/1/2023 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Charles Schwochow Russ Zimmerman Scott Miller		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman attended the OSS Solid Waste Special meeting last week. Commissioner Paradiso from Seneca County gave some background on the Solid Waste group and the money needed to assist with expenses in Seneca County due to the land fill. Commissioner Paradiso felt the board had said this was not their concern. The other board members present did not feel that was what was meant by the comment, and they did feel there should be additional funds allocated for monitoring and assistance with expenses for taking care of land fill inspections. The group did agree to allocate \$100,000.00 to Seneca County for the expenses. There was discussion about how SB 119 came about and the reasoning for the bill.	Russ Zimmerman		

	Commissioners all attended the Community Foundation Appreciation Presentation this morning before session. They introduced their new full-time Director. They have distributed funds to many different causes throughout the years. They had breakfast and some entertainment. They reviewed some of the history of the organization.	Charles Schwochow Russ Zimmerman Scott Miller		
	Commissioner Miller attended three separate Township Trustee meetings last night. He attended Madison, Rice and Scott Township meetings. There was several in attendance at Rice Township meeting to discuss some questionable activity in the Township including loud cars. Sheriff Hilton was in for his regular meeting and did note he will follow-up with his Deputy that was at the meeting on what his plan is. All three Townships talked about solar fields. Madison is not zoned so they have more concerns that the others. Scott Township had some properties they would like to have the land bank take a look at. There is a retainage wall off of SR 23 that is falling in and they didn't know who should take care of it. Commissioner Miller advised he will contact the County Engineer and see if he knows who would be responsible for the repairs.	Scott Miller		
Commissioners and Administrator Discussion	There was a discussion regarding the Erie County Commissioners reducing the budget for some of the County Offices because offices aren't open full-time. The offices did choose to open full-time, and the budgets were not reduced.			
	A letter was received from Bob Kusmer from the Township association regarding GIS mapping. The concern is regarding township zoning maps. They are no longer available through the GIS office since the new system was installed. They feel this is a detriment not only to the resident but the business developers in the County. This is an issue for Regional Planning as well as other offices. They would like the tax map office to continue to maintain these maps. The Commissioners agreed and would like to set up another meeting with those Officials that met earlier in the year regarding the new GIS/tax map system to see if something can be worked out.			

* Then /Now Documents	Two certificates were presented by TASC. No PO was in place at the time because it was unknown the grant program covered the expense. Two invoices make up these certificates. Lance Brockschmidt - \$45.00 Holly Wadsworth- \$45.00	TASC	\$45.00 \$45.00	*Motion: Move to Approve certificates Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
	One certificate was presented by Probate Court. The Association was supposed to cover the registration, but they ended up not covering. One invoice makes up this certificate. Ohio Assoc. of Magistrates - \$325.00	Probate Court	\$325.00	
	One certificate was presented by Common Pleas Court. PO was not in place prior to services being requested. One invoice makes up this certificate. Rockware Corp. - \$500.00	Common Pleas Court	\$500.00	
* Personnel	Statement of expense forms for Coroner investigators were approved for April and May mileage.	Coroner	\$96.30 \$117.92	
* Travel Requests	None			
Facility Management (9:36am)	<u>Ron Hiser – Facility Management.</u> Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. Commissioner Zimmerman asked about the work Cousino's is doing on the repairs at the Health Department. Ron is working on insulating the top half of the front windows in Woodville Court to improve heating and cooling. They are getting quotes on inclosing and securing the servers at the jail. He is waiting on some parts to come in to schedule the upgrade of the elevator at the jail. He continues to work with Trane and CSO on the chiller issues. We should be getting a quote on the repairs in the Commissioner's Office. Ron is still looking for additional housekeeping staff. Commissioner Miller wanted to talk about the EMS building and the East State Street Building.	Ron Hiser - Director		
* Resolutions	2023 – 158 ESTABLISHING A NO THROUGH TRUCK ROUTES ON SANDUSKY COUNTY ROAD 57 (CHRISTY ROAD) FROM COMMERCE DRIVE TO SR 19 BE IMPOSED AS REQUESTED BY THE SANDUSKY COUNTY ENGINEER.	Engineer		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3

	2023 - 159 AUTHORIZING SUBMITTAL OF SANDUSKY COUNTY'S CDBG ALLOCATION APPLICATION FOR FISCAL YEAR 2023 TO THE OHIO DEVELOPMENT SERVICE AGENCY (ODSA)	GLCAP - CDBG		*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Russ Zimmerman Yes – 3
	2023 - 160 APPROVING SUPPLEMENTAL APPROPRIATION TO INSURANCE FUND (\$100,000.00) FOR REIMBURSEMENT FOR FAIR GROUND STORM DAMAGE	Insurance	\$100,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
	2023 - 161 APPROPRIATION TRANSFER FOR SANITARY ENGINEER TO VARIOUS FUNDS FOR OWDA LOAN PAYMENT (\$234,599.54)	Sanitary Engineer	\$234,599.54	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
GLCAP – CHIP Second Public Hearing	<u>Tiffany Shaver – GLCAP.</u> Tiffany came in for the second public hearing for the CHIP program. This is the housing program. They have been preparing the application to submit for the grant. This grant is being submitted in partnership with the City of Fremont, City of Clyde and City of Bellevue. These funds will cover hard costs and soft costs. She reviewed the many programs covered by the grant. See attachment for agenda items.	Tiffany Shaver - Planning & Development Coordinator		
Sheriff	<u>Chris Hilton- Sheriff.</u> The Sheriff came in for his regular meeting with the Commissioners. He did receive the quote for the 2024 vehicle from Statewide to get orders in on time to get the vehicles needed. The Sheriff spoke in Rapid City South Dakota on the IGNITE program. The Sheriff talked about the City Complex they have in Rapid City and how amazing it was. Sheriff talked about the Cleman's Nelson billing and about chairs for dispatch. He noted he would like to see a quicker turnaround in responses from HR on personnel matters.	Chris Hilton - Sheriff		

* Adjournment (11:33am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Scott Miller
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Signature of:

absent

Charles Schwochow, President

Russ Zimmerman

Russ Zimmerman, Vice President

Scott Miller

Scott Miller

Board of County Commissioners, Sandusky County Ohio

Attest:

Theresa Grady
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

Sandusky County Commissioners Agenda



Topics of Discussion for the meeting Dated June 6th, 2023.

1. We are investigating ways to better insulate the Woodville court glass front lobby. Maybe insulated composite panels.
2. We are working on installing perimeter walls (security) around the servers in the basement of the Sheriff offices.
3. All-Pro has most of the equipment in for the elevator controls up-grade (waiting on a couple of things to come in) then we can get this scheduled.
4. Working with Atul and Bethany to get the phone and the data cables all terminated into their server room.
5. Scheduling fire alarm system install at the BOE.
6. We are continuing to work with the Trane Company and CSO on chiller issues.
7. Met with Ashely and the commissioner on aesthetic improvements at the commissioners bld. Selections have been approved and we can now proceed with pricing and quotes.
8. The Board of Health better buildings project is finishing up with the controls, outside air dampers, air balancing, close-outs and punch-list to finalize. We are also having the ductwork professionally cleaned.
9. Cousino's started on the BOH building restoration project May 2nd. They have begun to remove the wallpaper, and they will patch and paint the walls, and replace the flooring and cabinets. Bethany and I met with them (6/5/2023) Monday morning, Bethany is scheduled to pick-out the cabinets tomorrow.
10. We are assisting with security with the Help button project.
11. We are working on pest control at a couple of locations. (Clyde court).
12. PDG is working to finish the drawings and bid specifications and get everything in order to bid out the JDC (HVAC and controls) project.
13. I met with PDG to review all the rest of the better building projects. This bid package will cover the remaining (small building) upgrades and is due mid-June.
14. We are working with the county engineers to install a stone pavement area for the impoundment area next to the south-east Jail fenced in yard.
15. Working with Jeff on design for the new EMS building.
16. On-going discussions with PDG on the HVAC design for the Woodville court. (VAV system)
17. Working on staffing for Housekeeping.
18. Working on boiler replacements at the Sheriff Office. (Mid- July construction date).
19. Working on HVAC issues with the communications, JDC and Jail cooler.

PUBLIC HEARING # 2

Sandusky County

Program Year 2023

COMMUNITY HOUSING IMPACT & PRESERVATION PROGRAM

Hearing Date: June 6, 2023

Hearing Time: 10:30 a.m.

Hearing Location: Sandusky County Commissioners Office
622 Croghan St.

Fremont, OH 43420

Conducted by: Tiffaney Shaver, GLCAP

Sandusky County is preparing an application to the State of Ohio, Ohio Department of Development to fund the PY2023 Sandusky County **Community Housing Impact & Preservation Program (CHIP)**. This request for funding will include Community Development Block Grant and HOME funds from HUD, as well as Ohio Housing Trust Funds. The County and the Cities of Fremont, Clyde and Bellevue have agreed to partner for the Program Year 2023 CHIP program. This partnership will make the application more competitive and qualify the partners to request additional funding.

An initial public hearing was held on May 25, 2023 to cover general information about the Community Development Block Grant program. The purpose of this hearing is to present citizens with information about the county's intended request for CHIP housing funds.

The program operating area would be all of Sandusky County and the Cities of Fremont, Clyde and Bellevue.

The request includes hard and soft costs. **Hard Costs** are funds paid directly to the contractor completing the work. **Soft Costs** are all direct costs associated with the work/tests necessary to implement and complete the activities for each applicant.

The following activities were given priority by based on information gathered during the Housing needs assessment process. This process involved a advisory meeting, questionnaires from community stakeholders, and an assessment of various studies / distress criteria. The request includes the following tentative activities and funding levels:

Private Owner-Occupied Rehabilitation: All rehabilitation will meet Ohio Residential Rehab Standards & HUD standards for Lead Based Paint in existing dwellings. Funds would be provided as combination deferred and forgivable loans, secured with a mortgage and promissory note. Owner-occupants with incomes below 80% of median income are eligible. Applications are ranked on a priority scale with the highest scoring applicants considered first.

Funding request will include:

- **HOME \$783,000**

Owner Home Repair: Home Repair typically addresses one system – repairing or replacing unsafe/substandard conditions. Assistance would be provided as a grant to the eligible homeowner. Applications are assisted on a first come first serve basis. CDBG funds are available for owner occupied households with an income below 80% of AMI. OHTF funds are available to owner occupied households with an income below 50% of AMI.

Funding request will include:

- CDBG \$405,000 and the State may supplement with OHTF

The balance of funds would be used for project administration (S162,000 combined HOME & CDBG). Funds are included in this total to provide CHIP related Fair Housing activities. The Sandusky County Commissioners will share administration duties with Great Lakes Community Action Partnership, who will implement the project.

The Distribution of the funds between the four partners is as follows:

		Total Number of Units	Total CHIP Activity Request	Total Program Income for Activities
Owner Rehabilitation				
	Sandusky County	4	\$232,000	\$33,480
	City of Fremont	4	\$203,000	\$45,743
	City of Clyde	2	\$174,000	\$0
	City of Bellevue	2	\$174,000	\$0
	Total Owner Rehabilitation	12	\$783,000	\$79,223
Owner Repair				
	Sandusky County	6	\$120,000	\$0
	City of Fremont	5	\$105,000	\$0
	City of Clyde	4	\$90,000	\$0
	City of Bellevue	4	\$90,000	\$0
	Total Owner Repair	19	\$405,000	\$0
		Total Activity Request	Total Admin Request	Total CHIP Request
	Sandusky County	\$352,000	\$48,000	\$400,000
	City of Fremont	\$308,000	\$42,000	\$350,000
	City of Clyde	\$264,000	\$36,000	\$300,000
	City of Bellevue	\$264,000	\$36,000	\$300,000
	Total	\$1,188,000	\$162,000	\$1,350,000
		Program Income for Activities	Program Income for Admin	Total Program Income Committed
	Sandusky County	\$33,480	\$3,720	\$37,200
	City of Fremont	\$45,743	\$5,082	\$50,825
	City of Clyde	\$0	\$0	\$0
	City of Bellevue	\$0	\$0	\$0

The application is due to ODSA Office of Community Development, by June 21, 2023.

The CHIP Program is a very competitive application process, so funding is not guaranteed.

Notes:

Questions/Comments:

The Hearing Concluded at _____

