

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420

2024 MEETING

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 4/18/2024

Time: 8:00AM – 10:49AM

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

Present: Theresa Garcia – County Administrator

Others Present: Steve Shiets,

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Russ Zimmerman, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 4/16/2024 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Russ Zimmerman Scott Miller Charles Schwochow		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3
Review of External board / Meetings Attended by Commissioners	Commissioners attended the Packer Creek Joint Ditch Project first hearing on Tuesday. This is a tri-county ditch and Wood County is lead on this project. It was about a three hour meeting that spent time on past history of the ditch. It sounded like most people were in favor of the project. One individual had many articles from the past regarding the ditch. She wanted the petition thrown out because she felt people were signing a bank page and didn't understand what they were signing. Her concerns were answered and didn't make cause to deny the petition. There were many questions and discussion on the cost.	Russ Zimmerman Scott Miller Charles Schwochow		
	Commissioners attended the Raccoon Creek Joint Ditch Project first hearing on Wednesday. This is a joint ditch with Seneca County. Sandusky County is the lead county on this ditch. See attachment for summary of	Russ Zimmerman Scott Miller Charles Schwochow		

	minutes. There was about 15 people at the meeting. There was concern about the trees in the area. Most were in favor of the project and were there to listen to the details. The Commissioners did approve for the project to move forward.			
	Commissioners all attended an open house in Clyde regarding their downtown revitalization plan. They are putting together story boards and models for people to view and comment on. There are many great ideas for an amphitheater, Wi-Fi areas, signing and many other innovated ideas to make it a great place to live and visit.	Russ Zimmerman Scott Miller Charles Schwochow		
	Commissioner Zimmerman met with Greg Telecky from Kleinfelder. He wanted to have a discussion regarding the Better Building projects and the change order they had presented. There was discussion on how they got so far behind on design fees in the past years. He did make a second proposal on the change order. The Commissioners discussed whether or not the change order would be approved. They would like to think about this before making a decision.	Russ Zimmerman		
Commissioners and Administrator Discussion	JFS employee appreciation breakfast is Tuesday June 11th. Administrator Garcia arranged the agenda for that day for the Commissioners to attend.			
	Commissioners Zimmerman and Miller attended the ribbon cutting for 419 Pest control. The family moved to Fremont and opened the business and very happy to be in Fremont and Sandusky County.	Russ Zimmerman Scott Miller		
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Sherif	The Sheriff was unable to attend this meeting.	Chris Hilton- Sheriff		
Sanitary Engineer	Steve Shiets – Sanitary Engineer. Steve came in for his regular meeting with the Commissioners. See attachment for agenda items. Wightmans Grove CDBG audit is coming up. Steve is meeting with EPA on the North SR 53 water project. They will be on site to look at the area. They will make a decision on how the project	Steve Shiets – Sanitary Engineer		

	<p>moves forward. He is hoping to have a better timeline put together after this meeting. Steve has some other property locations for plants to recommend to the EPA if needed. He has his 2023 annual report completed as well as the State audit. The new water meter communications is working well. He updated the Life Squad 14 agreement to include the new property. He has reviewed a site plan for the Sheetz Truck Stop in Sandusky Township.</p>			
* Resolutions	<p>2024 - 133 APPROVING FUND TRANSFER FOR APRIL 2024 MANDATED PLACEMENT COSTS (\$15,295.67) AND MARCH 2024 PLACEMENT COSTS (\$103,309.17) AND APPROPRIATION TRANSFER FROM CAPITAL OUTLAY VEHICLES (\$1,000.00) TO REFUNDS FOR ANTICIPATED EXPENSES</p>	DJFS	<p>\$15,295.67 \$103,309.17 \$1,000.00</p>	<p>*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p>
	<p>2024 - 134 APPROVING SUPPLEMENTAL APPROPRIATION FOR JURY COMMISSION EXPENSES (\$500.00), APPROPRIATION TRANSFER IN MICHAELS DITCH (\$300.00) AND TOUSSAINT DITCH (\$25.00) FROM TRANSFER OUT TO AUDITOR & TREASURER FEES FOR 2024 FEES</p>	Jury Commission Michaels and Toussaint Ditches	<p>\$500.00 \$300.00 \$25.00</p>	<p>*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Scott Miller Yes – 3</p>
	<p>2024 - 135 DESIGNATING CARLOS BAEZ, COUNTY ENGINEER, AS THE AUTHORIZED AGENT TO PARTICIPATE IN IN THE ODOT CONTRACT FOR ROAD SALT</p>	Engineer		<p>*Motion: Move to Approve resolution Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3</p>
	<p>2024 – 136 AUTHORIZING AND ENTERING INTO MEMORANDUM OF UNDERSTANDING (MOU) WITH THE STATEWIDE CONSORTIUM OF COUNTY LAW LIBRARY RESOURCE BOARDS (SCLLRB) AND THE SANDUSKY COUNTY COMMISSIONERS (SCC), ON BEHALF OF THE SANDUSKY COUNTY LAW LIBRARY RESOURCE BOARD (SCLLB)</p>	Law Library		<p>*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Scott Miller Yes – 3</p>
Public Open Session	<p>Citizens Attendees – Jenna Johlin, Woodville resident Media Attendees – none Elected Officials – none</p>			

<p>Board of DD</p>	<p>Sarah Zimmerman – Board of DD. Sarah came in for her regular meeting with the Commissioners. See attachment for agenda items. Michelle Mong, Business Manager, came in with Sarah. Lots going on right now. The one big project is renovating the playground at their building. They are adding additional play equipment and replacing the rubber “mulch” with newer flooring like what they used at Roger Young Park playground. They received their grant funds that will be helping with the playground in Bellevue, the collaboration for the Village House and the adult restroom trailer. They have School of Hope staff that are applying through North Point Service Center to stay at the School. They have approved a two year early retirement incentive plan as part of the school transition plan. They have renewed the lease with GLCAP for the senior center. There financials were higher than normal but they have FY24 invoice coming that will take much of that revenue. Kentucky Derby Gala is May 4th, all are invited. Youth referrals are growing. They are looking at how to move through the waiting list faster to get help. She would like to extend services to help with this need. They have a need to expand staff and the building to fulfill the need for help in the County.</p>	<p>Sarah Zimmerman - Superintendent</p>		
<p>Citizen comment</p>	<p>Jenna Johlin, resident of Sandusky County. She lives on a farm in Woodville. She has noticed a large amount of chemical clouds from stratospheric aerosol injection spraying in the area. Her concern is there could be toxic sprays that the county is not being made aware of. There is a Bill being presented to make these notification mandatory. She asked who was responsible for the notifications. Commissioner Schwochow is a member of the Farm Bureau and hadn't heard of any Bills presented regarding these. He did state that Soil & Water and the Farm Bureau would maybe have more influence on this type of issue. There are aerosol sprays released from airplanes to control climate. Many States have band these sprayings.</p>			
<p>* Adjournment (10:49am)</p>	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to adjourn Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3</p>

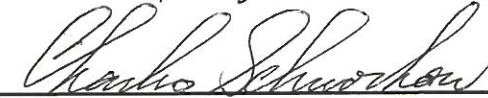
Signature of:



Russ Zimmerman, 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

FIRST HEARING JOINT COUNTY DITCH
RACCOON CREEK DITCH #231

PETITIONED BY LEE WATSON AND OTHERS

April 17, 2024 @ 1:00 P.M.
AT THE SANDUSKY COUNTY ENGINEERS OFFICE

Sandusky/Seneca County Commissioners: Commissioner Zimmerman,
Commissioner Miller Commissioner Schwochow, Commissioner Paradiso,
Commissioner Shuff and Commissioner Frankart

Sandusky County Engineer: Carlos Baez, Engineer; and Jenna Sommers,
Drainage Technician.

Others: See attached sheet.

*** Raccoon Creek is 2,100 acres and 265 parcels in the water shed

Commissioner Zimmerman opened the First Hearing by welcoming everyone present. He introduced his fellow Commissioners and county staff then turned the meeting over to Carlos Baez. Carlos welcomed all to his facility and explained they will be giving a preliminary presentation on the project. Carlos outlined the ditch petition process and explained what can be expected during the process and the purpose of the first hearing. This process is by law and follows ORC.

Carlos turned the hearing over to Drainage Technician Jenna Sommers. Jenna reviewed the plan and cost of the ditch project.

- A) Preliminary Report from County Engineer. Jenna presented the preliminary report for the project. Notices were sent out on November 3, 2023 with the dates and times of the view and hearing. The view was held on January 24, 2024. After this hearing there will be a 21 day period for any appeals on the decision. The Engineers will provide cost assessments if the project is approved, and final estimates are submitted. This could take up to two years.
- B) Hearing of Evidence – (see attached preliminary report) Jenna shared the evidence from the view. Maps were presented showing the watershed and where the water is coming from. The maps shows the low areas and high areas of the water shed. Photos of the portions of the ditch involved in the project were also presented. Jenna shared the scope of work for cleaning the ditch, assessment criteria and special assessment procedures.
- Carlos then shared his opinion of the petition and if there is a drainage issue in this ditch and he feels that the proposed improvement will provide better drainage. He explained how he came to this opinion along with the scope of the project. The estimated cost of the project is \$212,000.00.

C) Discussion and Motion on Petition. Questions regarding the process were brought up by guests.

Q – Why has this not been looked at before?

A – These are petitioned by the private land/ditch owners

Q – What do they do with trees?

A – Depending on where they are cut down it can go to the landowner.

Q – Has the ditch been cleaned in a different section?

A – Some of it has been cleaned before.

Q - Do they have to remove all the trees, or can some older trees be left alone?

A – They try not to take down trees if it is not necessary. They take every consideration to leave what they can.

There was basic discussion on procedures and work that is done to clean ditches. There was a comment about dipping out a ditch that was already done and what they will do with the dirt.

After all comments were done Commissioner Zimmerman asked for comments from Commissioners. They thanked the Engineers office for their work on the project.

D) Approval or Denial of Petition - The Board must give consideration:

1. That an improvement is necessary.
2. That the proposed improvement will be conducive to the public welfare.
3. That the cost of the proposed improvement, with reasonable certainty, will be less than the benefits.

Commissioner Zimmerman asked for a motion to grant the petition. Commissioner Miller moved to grant the project Commissioner Frankart seconded the motion. Motion carried unanimously.

Any property owner who is affected by the decision may appeal to the Court of Common Pleas within 30 days after the first hearing.

The Engineer is responsible for filing plans, engineering and cost estimates.

Commissioner Miller moved to adjourn from the ditch hearing. Commissioner Schwochow seconded the motion. Motion carried.



SCBDD

Sandusky County Board of Developmental Disabilities
committed to listen, enrich, and optimize partnerships with Sandusky
County residents with developmental disabilities and their families

Sandusky County Commissioners Report

Quarter 2

April 18, 2024

SCBDD playground project

- Projected \$675,000 project



ARPA Funds

- \$200,000 City of Bellevue playground – presented
- \$200,000 collaboration for the Village House – started
- \$117,000 restroom trailer - started



School of Hope

- North Point Educational Service Center (NPESC) – Update



General

- Early Retirement Incentive Plan
- GLCAP lease renewal – 10 years
- Youth referrals and growth
- FY22 Medicaid Waiver Reconciliation – received \$1,065,300
 - FY24 current 5th invoice projections - \$670,000

Council's Annual Derby Gala – Saturday, May 4th



Please Save the Date and Join Us for our

Kentucky Derby Gala

You are cordially invited to an afternoon at the races. A special evening of signature appetizers, specialty drinks, live streaming of the derby events, and so much more!

Save the Date
Saturday, May 4, 2024 from 4 PM - 7 PM

For Questions or Ticket Information, Contact Ruth at 567.342.4822

AGENDA
Commissioners' Meeting
April 18, 2024

1. Wightman's Grove
 - CDBG Grant Audit by Department of Development
 - Kleinfelder was the initial contact for the audit
 - Kleinfelder has indicated they have most of the items being requested
 - Theresa has been involved in providing checks and invoices
 - Getting our files organized as well to address any questions
 - 49 connections completed
 - Health Department is in enforcement process on up to 6 unconnected structures ~~(1)~~
 - Landbank is removing the structure at 2892 County Road 210 so probably down to 5
 - Establishment of a connection charge for new structures within collection system after:
 - (1) Finish up the Sandusky River Co. Amendment
 - (2) Typically this compounds the enforcement process so we may want to hold off
 - Could also increase penalty of \$150 per month for existing structures if needed
 - Connections outside of Wightman's Grove (would prefer to have Health Enforcement completed)
 - Need to establish a connection charge to the lift station force main
 - Require an e-One grinder connection (prevents gravity construction)
 - County via a third party should tap the force main and bore under road
 - This cost should be paid by the property owner as well
 - Obtain an estimate from a third party to perform that portion of the work
 - Need to update Rules & Regulations and Contractor's Handbook
2. Sandusky River Co. – Additional Taps
 - Agreement was only to be 25 laterals for future taps
 - Nine (9) additional taps for vacant lots
 - Most have a lateral of at least 16' (Cleanouts were excluded from cost)
 - 16' x 9 = 144' of additional 6" pipe at \$94 per Linear Foot
 - \$94 per L.F. x 144' = \$13,536 (Originally offered \$10,000)
 - Amendment was sent to Sandusky River Co. on June 21, 2022
 - Sandusky River Co. should start paying on the 25 laterals on July 1, 2022
 - The amendment should not affect the original 25 laterals
 - Sandusky River Co. requested a meeting with Prosecutors
 - Sandusky River Co. proposed paying for all laterals
 - All connections would then be subject to a Connection Charge
 - Did not figure the cost to construct mainline within their property
 - Determined Sandusky River Co. mainline cost
 - Need to get back with Prosecutor's office to get this finalized
3. Rice Township Water Improvements
 - Project construction is estimated at \$8.2 million
 - Design is typically around 10% of construction costs
 - County Water Budget is \$76,000 for 2024
 - ORC does not allow for speculation with County Water Budget
 - Funds collected for existing connections must be utilized for their benefit
 - Unconnected structures are funded by the following:
 - Assessments
 - Connection Charges if the Budget can absorb the upfront costs
 - Debt Components via the monthly billing
 - General Fund via Commissioners

- At this point, this is going to rely heavily on the General Fund
 - Utilize a 3 Phase Approach
 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
 - ms consultants, inc. indicated Preliminary Design costs of \$340,970
 - OEPA is requiring additional items with the General Plan completed in 2022
 - The General Plan for Water Supply will need to be approved by the OEPA
 - DEFA switched Preliminary Design Loan Application to a Planning Loan Application
 - Planning Loan Application was submitted to complete the updated General Plan
 - General Plan is almost completed
 - Meeting with Ohio EPA today at 10:00 a.m. on possible sites
 - If General Plan is approved, Preliminary Design can proceed
 - Preliminary Design not affected by water supply was already started
 - Started design to keep with deadlines set for the improvement
 - Two more loan applications are required: (1) Design Loan & (2) Construction Loan
 - Already included General Fund for repayment with Planning Loan
 - \$38,017.20 per year for 5 years (\$190,086.00)
 - Important to note that we have maxed the utility bills with the Planning Loan
 - Planning Loan indicates a 5% increase for the bills
 - Increase the \$5.00 / 1,000 gallons to \$5.25 / 1,000 gallons
 - ms consultants are currently at \$150,043.20
 - First invoice from ms consultants for \$6,518.53
 - Second invoice from ms consultants for \$7,693.05
 - Third invoice from ms consultants for \$12,379.69
 - Fourth invoice from ms consultants for \$13,825.64
 - Fifth invoice from ms consultants for \$30,856.42
 - Sixth invoice from ms consultants for \$35,575.88
 - Seventh invoice from ms consultants for \$14,956.64
 - Eighth invoice from ms consultants for \$28,237.35
 - Engineering Modification for updating the General Plan per Ohio EPA
 - OWDA Fund Request for updating the General Plan per Ohio EPA
4. District #1 Agreement – No Changes
 - New Agreement had three requests originally from the County
 - 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 it to review

5. Field Operations

- Yard restoration of Sewer Tap Repair by B. Hill'z at 2119 N. Fifth Street
- Ohio EPA Site Inspection at Adams Acres & Westwood Wastewater Plants on April 16, 2024
 - No issues found other than Adams Acres (sand filter wall caps need repairs).
 - Both still have Ryan More listed as Operator but we removed him in June of 2023
- Port Clinton Lift Station – Transducer control failed
 - Replaced transducer and controls with a Flygt Rod
 - Conversion completed last week via Burketts and staff
- In-house Pump and Generator Repairs
 - Riverfront Lift Station (Pump #1)
 - Shorewood Water Plant (Generator with Buckeye Power Sales assistance)
 - Westwood Wastewater Plant (Generator)
 - Muskellunge Lift Station (Pump #2 - Future)
 - Riverfront Lift Station (Pump #2 - Future)
 - Fleming Lift Station (Pump #2 - Future)
- Communication Failures at Muskellunge, Leewood, Shorewood Sewer & Shorewood Water
 - Leewood has been corrected (Bergren Co.) by replacing old computer board
 - Muskellunge is acting up again and probably needs a board replaced
- Need to verify all alarm & status points on the Master Terminal Unit (Bergren Co.)
- Wightman's Grove Wastewater Plant (Hoch)
 - 5 year Ohio EPA Permit renewal is due at the beginning of July 2024
- Still assisting Green Springs on operation and maintenance issues
- Misty Meadows / Campfire wastewater plant is being checked by County operators

6. Office Operations

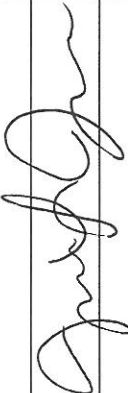
- Closed the office for the Eclipse on April 8, 2024
- Completed 2023 Annual Report
- State Auditor completed audit of utility billing (County)
 - State Auditor started auditing utility billing (Sandusky Township Sewer District)
- New Water meter communications is working well
 - One faulty meter endpoint pulled to be covered under warranty
 - Submitted and waiting for replacement
- EMS Life Squad 14 (Gibsonburg) – White Star Sewer & Water Utilities
 - Park and Village Supplemental Agreement completed
 - Updates White Star Service Area to include new EMS parcel
 - Signatures being acquired
 - Reviewed site plans and submitted to Porter Architects
- Sheetz Truck Stop (Sandusky Township Sewer District)
 - Performed ESFU Calculation (15 ESFU)
 - STSD Connection Charge is \$6,000 per ESFU
 - Reviewed site plans and submitted to GPD Group
 - Abandonment process for existing hotel connection
 - Created a Drop Manhole Standard Detail for their connection
- Personnel
 - Advertise and hire Engineer In Training ASAP
 - Looking into adding another Licensed Operator
- Rate Increases (3 Year Step Increases)
 - Adams Acres
 - Effective July 1, 2024 - \$58.00
 - Effective July 1, 2025 - \$60.00
 - Effective July 1, 2026 - \$62.00
 - Westwood
 - Effective July 1, 2024 - \$75.00

- Effective July 1, 2025 - \$76.00
- Effective July 1, 2026 - \$77.00
- Update for Rules & Regulations and Licensed Contractor's Handbook
 - Include rules on force main connections (Wightman's Grove Force Main)
 - Couple property owners are requesting connections
 - Only allow where gravity sewers don't make sense in the future
 - Specify e-One grinders owned and maintained by the property owner
- Updating Records Retention Schedule
 - Last done in 2018
 - With office remodel, want to be ready to remove unneeded files

7. Office Remodel

- Porter Architects - Awaiting contract and price
- 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
 - Porter submitted office and site plan layout for review
- Met with City of Fremont on January 17, 2024 on Sanitary Engineer & EMS Office Layouts
 - Storm water Retention and Quality will need addressed at both sites
- Sanitary Engineers will be looking at the following:
 - Building renovation and expansion including site improvements
 - Key areas of focus for the work
 - 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 the majority of the Yard Lot
 - Increasing Maintenance Area for 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 can utilize OWDA loan for project funding
 - Bond would be more likely in order to not jeopardize loan funding for projects
- Fund requests from the Commissioners
 - Customer Parking Lot
 - 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
 - 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 by the Sanitary Engineers since installation
 - EMS old transfer switch will be utilized for Fuel Depot

4/18/2024

Name	Signature	Contact Information
Jenna Johnin		jjohnin@gmail.com