

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2025 MEETING	
Meeting: Board Of Commissioners		Location: Commissioners' Board Room	Date: 1/28/2025	Time: 8:00AM – 10:37AM
Present: Commissioners: Scott Miller – President, Charles Schwochow– Vice President; Russ Zimmerman				
Present: Theresa Garcia – County Administrator				
Others Present: Harold Overmyer, Kelly Pocock, Pat Dickman, Rich Oddo, Carlos Baez, Noah Mahler,				
(*action items)				
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 1/23/2025 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
Commissioners and Administrator Discussion	Mr. Young came in last week with questions about land on the South end of the East State Street property. He was interested in purchasing the land. He mentioned zoning would have to be changed. The Commissioners discussed starting the process to split the lot and prepare the section for bid. Updating zoning can be part of a purchase agreement if needed.			
* Then /Now Documents	One certificate was presented by Job and Family Services. New Foster Parent / FC home after county auditor after December deadlines. One invoice makes up this certificate. Kristina Brien - \$1,539.41	DJFS	\$1,539.41	*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3

	<p>One certificate was presented by EMS. Two invoices from October were not received until January and 2024 PO's were liquidated. Two invoices make up this certificate. Tiffin Ford - \$105.45 and \$105.45</p> <p>One certificate was presented by Common Pleas Court. Court Administrator was not aware of Judge's date and no PO was in place for 2024. One invoice makes up this certificate. Philip Mayer - \$171.52</p>	<p>EMS</p> <p>Common Pleas</p>	<p>\$105.45 \$105.45</p> <p>\$171.52</p>	
* Personnel	None			
* Travel Requests	None			
Sandusky County Fair Board	<p><u>Harold Overmyer – Sandusky County Fair Board.</u> Harold came in for a regular meeting with the Commissioners to update on Fair Ground projects. They are trying to book entertainment for the County Fair this year. Commissioner Miller noted they have talked to Rich Farmer about some upgrades around the fair ground. They are working on the back hill to grade and seed it. Commissioner Schwochow noted that the new black top by the Visitor Bureau has worked out well when people are going to the back for auctions. Harold asked about whether a new CWP Coordinator was hired yet. Sheriff Hilton is working with the Commissioners until a replacement is hired. They are having issues with the furnace in the secretary's office. They did buy bleachers to replace in the grand stands. They would still like to do some asphalt in the campground area.</p>	Harold Overmyer – Board Member		
Dog Kennel	<p><u>Kelly Pocock – Dog Kennel.</u> Kelly came in for her regular meeting with the Commissioners. See attachment for agenda items. They under-estimated how busy they will be since they do not have satellite offices to sell tags. She has had some negative feedback about not having satellite areas. When someone calls in they can renew over the phone. Kelly had a donor come in and pay the adoption fees for all the dogs in the kennel for anyone wanting to adopt along with a bag of dog food. The person wants to stay anonymous. Kelly reviewed her kennel status reports. Surrenders have gone up and humane calls have too. She has an upcoming case where she may need to find a facility to house several animals for maybe a month.</p>	Kelly Pocock – Dog Warden		

Facility Management	<p>Patrick Dickman – Facility Management. Pat came in with Rich Oddo for his regular meeting with the Commissioners. See attachment for agenda items. Commissioners asked if the cold weather had caused any problems. A small problem at the JJC but nothing major. He is working on the close out for the Health Department. He is starting bi-weekly meetings for the JJC project. Commissioner Zimmerman asked about the high utility increase at the Dog Kennel. He is still looking into some issues they have found. Pat updated on the Communication Center and Commissioners mechanical projects. Clyde Court renovation RFQ was posted and he is getting some responses. They will update the block wall at the jail when the weather is better. He is working on filling an open position and another in a couple of months to replace one that is retiring. They are looking at the heat out at the East State Street building to keep it from freezing. Pat reviewed other internal maintenance projects they are working on; courthouse benches, commissioner's sign, fence at the cemetery, service center carpet, sidewalk at the service center and taking down the Christmas lights at the Courthouse. He has talked to a contractor about the arch on the front porch at the Commissioners building.</p>	<p>Patrick Dickman – Director Rich Oddo – Procurement Manger</p>		
	<p>Lisa Kuelling from EMA came in to talk to the Commissioners about a notice she received from the Federal Government about her Federal Funding. The President has put a temporary halt on all funding to EMA. If she is to keep running she will need money from the Commissioners. These funds are reimbursable and she already has two months of money she is waiting for and two more months to send down that won't be paid until the halt is lifted. It is unknown when this will be done and if it will be lifted. Solutions were discussed and we will all keep watching on how this will pay out.</p>	<p>Lisa Kuelling – EMA Director.</p>		
* Resolutions	<p>2025 – 44 APPROVING FUND TRANSFER FROM SALES TAX INCOME TO GENERAL FUND, PI AND TO DEBT FUND TO COVER LOAN PAYMENTS (\$583,000.00)</p>	<p>Commissioner Debt funds</p>	<p>\$583,000.00</p>	<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3</p>

	2025 – 45 APPROVING THE SUBGRANT AGREEMENT BETWEEN THE SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS), AND THE SANDUSKY COUNTY DEPARTMENT OF PUBLIC HEALTH (SCDPH) FOR DISTRIBUTION OF DIAPER AND OTHER INFANT RELATED NEEDS TO CURRENT AND EXPECTANT ELIGIBLE MOTHERS OF SANDUSKY COUNTY	DJFS		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 46 APPROVING SUPPLEMENTAL APPROPRIATION AND FUND TRANSFERS FOR 2025 BOND PAYMENT, LS-14 & LS-18 BUILDINGS (\$340,000.00)	EMS	\$340,000.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 47 APPROVING THE ADOPTED SCHEDULE OF FEES FOR SANDUSY COUNTY REGIONAL PLANNING	Regional Planning		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
County Engineer Bid opening	Carlos Baez came in for bid openings for resurfacing projects. Commissioner Miller turned the meeting over to Carlos to open the bids. Two bids were received, one from M&B Asphalt and one from Gerken Paving Inc. Both bids appeared to be in order.			* Motion: To tabulate and award at a later date Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes - 3
* Adjournment (10:37am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Yes - 3

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

Signature of:

Scott Miller

Scott Miller, President

Charles Schwochow

Charles Schwochow, Vice President

Russ Zimmerman

Russ Zimmerman

Board of County Commissioners, Sandusky County Ohio

Facility Management Project Update 1/28/2025

1. Close out BOH; which includes as-built, equipment manuals, both hot and chilled water hydronic flow reports, air balancing reports, fan noise reconciliation. **Update: All Equipment and programming complete. Waiting for the completed documentation to finish up project.**
2. JDC upgrades; new RTU's, HRU, controls, ext. lighting, new HVAC for the front office. **Update: Working with Warner Mechanical to improve tentative schedule. Starting bi-weekly meetings this week.**
3. Dog Warden: make up air unit, new office HVAC, new on demand hot water, new unit heater, new exhaust fan. **Update:**
 - All Equipment is installed.
 - Complete control programming.
 - Issue with exhaust fan motor.
 - Issues with existing equipment identified.
4. Communication Center: New HVAC and condensing units, hot water pumps, controls **Update**
 - All Equipment is installed.
 - Waiting for Wadsworth to install controls, air balance and closeout.
 - Controls installation to start week of 1-27
5. Commissioners Bld. new FCU's new air handlers, HVAC controls. **Update:**
 - All air handling equipment installed.
 - Piping upgrade to begin 1-27
 - Controls installation completed.
 - Programming, Air balance and closeout to follow.
6. Clyde Court Renovation **Update: Posted for Criteria Architect on 1/18/25**
7. Repairing the block walls in the outside recreation areas of the jail. **Update: Weather Permitting.**
8. In the hiring process for a maintenance person and a second one in two months due to retirement. **Update. Job needs posted.**

Facility Management Project Update 1/28/2025

Internal Maintenance Projects

1. Reconditioning all the courthouse park benches. **Underway**
2. Working in the old Big Lots building to reduce utilities cost. **Underway**
3. Commissioners Bld. front signs. **Scheduling Jail masonry work.**
4. Fence around the cemetery. **PO written. Waiting for schedule**
5. Service Center carpet replacement. **Scheduled for Feb 17th**
6. Getting quotes on sidewalk repair and Service Center. **2025 Project**
7. Take down Christmas lights. **Update Tentatively Scheduled for 1-29-2025**
8. Getting repair quotes for Commissioners building arch repair.

County Commissioner's Meeting

Dog Warden's Office

January 28th, 2025

<u>2024 Dog License Sales</u>	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	9823	7032
License Late Fee	629	0
1 Year Partial License	106	0
3 Year Dog License	237	480
3 Year Partial License	11	0
Dangerous Dog License	14	6
Duplicate License	51	5
Kennel License	24	17
Kennel License Extra	16	7
Permanent Dog License	38	16
Service Dog License (Free)	2	0
Transfer In	15	3

Kennel Census

December 2024

Impounded- 30
 Redemptions- 20
 Adoption- 11
 Euthanized/Died- 1
 Transfer- 0

January 2025

Impounded- 22
 Redemptions- 10
 Adoptions- 6
 Euthanized/Died- 1
 Transfer- 1

Kennel Incidents

December 2024

Aggression- 2
 Community Asst. - 1
 Bite-4
 Humane- 14
 RAL- 24
 Sick/Injured- 2
 No license- 3

January 2025

Aggression- 1
 Community Asst.- 2
 Bite- 1
 Humane- 13
 RAL- 14
 Sick/Injured- 0
 No license- 0

Requested graphs and charts are attached.

Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by kennel staff monthly.

To Discuss

Bathroom remodel- Currently on a brief hold due to other parts of the building being under construction and needing to use this space as storage. Working with WVH to order isolation kennel.

Still working on this issue: There may be an issue with the revenue from Docupet for the end of this year. It seems as though we are not getting the remittance until up to 60 to 90 days later. I did send an email to our contact there to see if she can find a fix for this. The fix is it's always going to be about 60 days to get remittance.

Licensing season has kept us super busy the last couple of weeks. We are getting both good and bad feedback about the new system. Most of the negative feedback is because of the satellites not selling tags anymore.

Had a SUPER GREAT "anonymous" person sponsor the adoption of every dog (14) at the kennel on Friday evening along with a bag of dog food. Really appreciate that, as our dogs have not been moving well.

Events

T shirts for fundraisers for both the SDF and the Alpha Project ongoing.

Working on getting a date set for the Dog Days at the Beach for Spring so we can get it on the calendar.

Humane Related

Humane Related Welfare Checks- Unfounded- 1
Pending-6
Education Needed- 5
Charges Filed- 1
In Court- 5.

Questions?

