

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2025 MEETING	
Meeting: Board Of Commissioners		Location: Commissioners' Board Room	Date: 10/7/2025	Time: 8:00AM – 10:23AM
Present: Commissioners: Scott Miller – President, Charles Schwochow– Vice President; Russ Zimmerman				
Present: Theresa Garcia – County Administrator				
Others Present: Julie Schwochow, Pat Dickman, Rich Oddo, Atul Chopra, Brayden Haar, Sharie Chagnon, Lisa Hartley				
(*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 9/30/2025 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	Board of Health summary of minutes from September 19, 2025 are attached for review.			
	Commissioner Zimmerman had a conversation with City of Fremont EDC Director about the industrial park land. They have a company that wants to build a plant and is asking if the land can be given to them. He asked if the Commissioners would be willing to forego payment on the land. The main response at this time is, no.			
* Then /Now Documents	One certificate was presented by Common Pleas Court. Court Administrator was not made aware of the purchase. One invoice makes up this certificate. O Supplies - \$386.48	Common Pleas	\$386.48	*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3

* Personnel	Approving mileage reimbursement for R Osborne Vacation cash out form were signed for EMS staff		\$138.60	
* Travel Requests	None			
Facility Management	<u>Pat Dickman and Rich Oddo – Facility Management.</u> Pat and Rich came in for their regular meeting with the Commissioners. See attachment for agenda items. There are still some issues with the air balancers at the JJC. They are also working on punch list. Should have a budgetary number for Clyde Court renovation. The doorway installation for Probate Office will be done next week. Sidewalk at JFS has been repaired. The airport hangar door repair is underway. Pat was in touch with the property owner by the Castalia Street tower and they agreed to allow us to take down the trees by the tower. After discussing the tower inspection the thought is the tower should be inspected regardless if addition equipment is added or not. Pat talked to another vendor regarding the red stone arch on the Commissioners porch. The vendor quoted three different options to repair the porch.	Pat Dickman – Director Rich Oddo – Purchasing Agent		
IT	<u>Atul Chopra and Brayden Haar – IT.</u> Atul and Brayden came in for their regular meeting with the Commissioners. See attachment for agenda items. They are setting up new servers for Clerk of Courts. Another security training went out by KnowBe4. Brayden is going to see if the participation increased after the notification that was sent out about completing the trainings. The dark fiber connection between the jail and courthouse will be completed this month. Two factor authentication programs are being reviewed. The new HB 96 general standard for cyber security makes this mandatory. They are continuing to upgrade computers to Windows 11.	Atul Chopra – Supervisor Brayden Haar – Director in training		
Board of Elections	<u>Sharie Chagnon and Lisa Hartley – Board of Elections.</u> Sharie and Lisa came in for their regular meeting with the Commissioners. Today early voting started. They did have a few people come in already. They are going to try not to use part-time people this year other than on election day. IT did help replace all the lap tops to work with Windows 11. They used a grant from the State to pay for these. They will stay busy through November with the election. Lisa asked about the State Street building and how soon things will be	Sharie Chagnon – Director Lisa Hartley - Director		

	done. The wall paper is peeling and the carpet is wearing. Commissioners would like to have FM go out and look at the building and get some quotes for repairs.			
* Resolutions	2025 – 282 APPROVING OUT OF STATE TRAVEL FOR SHERIFF CHRISOPHER HILTON TO LANGHORNE, PA FOR VEHICLE PICK UP	Sheriff		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 – 283 AUTHORIZING THE SANDUSKY COUNTY AUDITOR TO ALLOCATE FUNDS TO THE VILLAGE OF WOODVILLE FROM THE COUNTY MOTOR VEHICLE LICENSE TAX FUND	Village of Woodville	\$9,713.71	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 284 APPROVING APPROPRIATION TRANSFER FOR SOIL AND WATER FROM INTERDEPARTMENTAL TO SUPPLIES (\$1,053.00) FOR YEAR END EXPENSES	Soil and Water	\$1,053.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 285 APPROVING SUPPLEMENTAL APPROPRIATIONS TO DOG KENNEL SUPPLIES (\$5,000.00) FOR REPLACEMENT OF THREE HARD DRIVES AND CONTRACT SERVICES (\$3,000.00) FOR COVERAGE OF VET BILLS FOR THE REST OF THE YEAR	Dog Kennel	\$5,000.00 \$3,000.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 286 APPROVING SUPPLEMENTAL APPROPRIATION TO SENIOR LEVY FUND (\$196,466.27) FOR LEVY DISTRIBUTION TO GLCAP	Senior Levy	\$196,466.27	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 3
	2025 - 287 APPROVING & ENTERING INTO AGREEMENT FOR PROFESSIONAL SERVICES WITH ELECTIONS SYSTEMS & SOFTWARE, LLC, (ES&S), ON BEHALF OF THE SANDUSKY COUNTY BOARD OF ELECTIONS (BOE)	Board of Elections		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3

	2025 – 288 ADOPTING RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN IN ACCORDANCE WITH REQUIREMENT SET DOWN BY THE OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS (OCI)	GLCAP		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 - 289 APPROVING SHERIFF APPROPRIATION TRANSFER FROM SUPPLIES TO ALLOWANCE (\$3,600.00), FEES (\$15,000.00) AND CONTRACT SERVICES (\$10,000.00) FOR END OF YEAR BALANCES	Sheriff	\$3,600.00 \$15,000.00 \$10,000.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
Public Open Session	Citizens Attendees – none Media Attendees – none Elected Officials – none			
* Adjournment (10:23am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes - 3

Signature of:

Scott Miller, President

Charles Schwochow, Vice President

Russ Zimmerman

Board of County Commissioners, Sandusky County Ohio

Attest: Theresa Conner
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

Historic Jail Archway Repair Options.			
Vender	Scope		Cost
Grunwell Cashero			
	Option 1		
	Vapor Blast to remove all loose debris and previous coatings. Apply water repellent to all red sandstone areas.		\$30,700.00
	Option 2		
	Vapor Blast to remove all loose debris and previous coatings. Add material to repair all carvings to match existing. Apply water repellent to all red sandstone areas.		\$90,000.00
	Option 3		
	Remove all Redstone arch and replace with new stone. Apply water repellent to all red sandstone areas		\$698,000.00
Ohio Building Restoration Inc.			
	Option 1		
	Water blast to remove all loose debris. Repair all carvings to county recommendations. Recoat all areas of red stone to match the existing.		\$37,940.00
Midstate Contractors Inc.			
	Option 1		
	Remove all Redstone arch and replace with new stone.		\$736,850.00

Its believed to be Jacobsville Red sandstone from Lake Superior in Upper Michigan.



Facility Management Project Update 10/07/25

1. JDC upgrades; new RTU's, HRU, controls, ext., new HVAC for the front office.

Update: Remaining Task

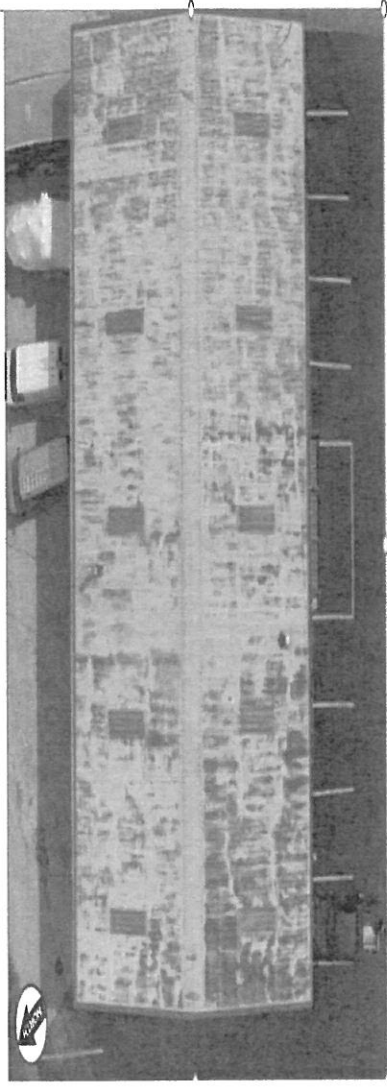
- Kleinfelder and air balance engineer on-site 10-2-25 to address Issues with high humidity in pod areas.
 - Punchlist completion underway.
 - Paperwork to follow. 90% complete
2. Clyde Court Renovation

Update:

- Latest drawings to be sent out this week along with budgetary estimate.
3. Internal Maintenance Projects

Update:

- Doorway in Magistrate office to be installed this coming weekend.
- Parking lot addition at Com Center complete.
- Sidewalk/curb repairs at Service Center to complete this week.
- Airport hangar hanger door repair is underway.
- SRT Roof Discussion
- Discussions about Castalia Street tower.
- Discussion commissioner's archway repair.



PJF
PAUL J. FORD
& COMPANY

Agreement for Professional Services v2.6

Administration & Terms			
Date	10/2/2025	Dept.	Lattice Towers
Proposal #	A00025-0428.001		
Terms	Appendix A		

Prepared By	
Email	
Phone	

Client	Sandusky County Commissioners
	1071 N. 5th St.
	Fremont, OH 43420
	Attn: Patrick Dickman
	Ph: (419) 334-6201
	Email: PDickman@sanduskycountyoh.gov

Project Description	
Site Name	AT&T Little Bark
Site Address	1206 Castalia Rd
Site City, State	Fremont, OH
Structure Type	Guyed Tower
Structure #	
GPS Coordinates	41.34667, -83.09361
	Height (ft) 264

Professional Services (PJF Phase - Desc)	
1	8700 - Structural Analysis of an Existing Tower
2	8511 - TIA Tower Inspection
3	8900 - Structure Mapping
4	
5	
6	
7	
8	
9	
10	

	Scope Descriptive Notes	Fee
		\$1,300
		\$3,150
	equipment loading (this price is only if approved with TIA)	\$350
	Total \$	4,800

2025 October Projects

	County	City
Item	Description	Description
Servers	Setup new servers for COC and Perry. Working with HPE to update all our servers.	New detective's server setup, files migrated and users have access. Migrating to new DC/FS this month.
Backups	Monitoring Backups, they have been completing successfully.	All backups completing successfully. Backup recovery testing has been setup for all servers.
Email Security	KnowBe4, additional campaigns implemented, trainings sent out this month.	KnowBe4, additional campaigns implemented, trainings sent out this month.
Networking	Setting up network controls recommended by CISA and NIST	Setting up network controls recommended by CISA and NIST
Phones	Implementation underway, all departments have been completed except for Jail, Dispatch, and Engineers	GoTo Phone Migration, all departments have been migrated. No issues with phones have been noted.
Dark Fiber	Migrating the Courthouse to the Jail connection to dark fiber. Completing this month	All departments have been migrated.
Cybersecurity	Implementing Microsoft Entra ID with YubiKeys. Researching NAC (Network Access Control), and MDM (Mobile Device Management) tools.	Implementing Microsoft Entra ID with YubiKeys. Researching NAC (Network Access Control), and MDM (Mobile Device Management) tools.
I.T.	Setup policy for HB 96 and implementing rules. New ISP installations. Setting up new PC's to replace Win10 PC's	Setup policy for HB 96 and implementing rules. New ISP installations. Setting up new PC's to replace Win10 PC's
RMM / Backup	NinjaOne implemented, backups setup for all servers. Setting up backups for key personnel workstations. NinjaOne is FIPS compliant.	NinjaOne implemented, backups setup for all servers. Setting up backups for key personnel workstations. NinjaOne is FIPS compliant.
County Courts		
Clerk of Courts	Migrating to new servers. Working with Rockware to update their application. Meeting with Rockware today to go over SOW / Contract	
Prosecutor		
EMA/911	Meeting with CommTech for the new system. Requested a quote from AT&T. Issue with APCO, we have been working with Motorola to resolve this.	

2025 October Projects

	County	City
Item	Description	Description
SCSO	Setting up vehicle AVL/GPS Flex was updated to the latest version Ordered new dispatch equipment, computers are set up, and working on setting up a new desk setup.	
EMS		
Fire	Set up vehicle AVL / Switching over to new APN Purchased new CradlePoint routers, setting them up this month	Setup Flex mobile app - quote requested from Motorola
BOE	Installed new Windows 11 computers, and new printers	
Auditor	Completed State Auditor requests	Exported FUND servers DB and sent over to OpenGOV (new accounting application).
Water Treatment		Win911 paging system setup, needs testing.
Water Reclamation		Replace aging SCADA PCs. Equipment Ordered. New server setup waiting for a quote from DJE.
Parks		
Police		
FM	Server upgraded to 2019	



SANDUSKY COUNTY PUBLIC HEALTH



SANDUSKY COUNTY BOARD OF HEALTH

FRIDAY, SEPTEMBER 19, 2025

Sandusky Co. Board of Health met in regular session on Friday, September 19, 2025 @ 8:30 A.M. in the Front Conference Room. President Dean L. Auxter called the meeting to order with the following in attendance:

Dean L. Auxter, President
Ryan R. Zimmerman, D.V.M., Vice-President
Robert Gross
Nan Smith
James Mason

Excused absence: John L. Yuhas, D.O.
Iracema Arevalo, M.D.
John W. Zimmerman

Guest in attendance: Sandusky Co. Commissioner Scott Miller.

There was no public, Board, or staff comment.

Mr. Gross made a motion to approve the minutes of the Friday, August 15, 2025 Sandusky Co. Board of Health minutes as presented. Mrs. Smith seconded the motion. Motion carried with all voting in the affirmative.

The monthly financial report was reviewed with revenue for the month of \$581,563.32. Revenue year to date was \$2,860,792.90. Expenses for the month were \$279,799.97 and expenses year to date totaled, \$2,261,308.93.

Sandusky Co. Board of Health reviewed the monthly bills, which become a part of these minutes. Mr. Mason made a motion to approve payment of the monthly bills. Mr. Gross seconded the motion. Motion carried with all voting in the affirmative. The bills: Board of Health, \$12,218.19; Manufactured Home Park, \$21.70; Food Service Operation, \$234.30; Private Water Systems, \$735.25; Swimming Pool, \$5.60; Family Planning, \$2,859.09; Public Health Clinic, \$837.07; CFHs, \$600.00; Women, Infant and Children (W.I.C.), \$9,368.12; Tobacco Use, Prevention and Cessation, \$5,403.47; Community Health Assessment, \$169.25; Public Health Emergency Preparedness, \$49.08; SPF-PFS, \$37,481.54; Help Me Grow, \$489.20; Wellness, \$9,8325.80; Sewage Treatment System, \$436.40; Scrap Tire, \$2,644.42; Creating Healthy Communities, \$339.40; Mental Health Levy Capacity, \$308.70; Ohio Water Pollution Control Fund, \$550.00; Pacific Institute Research and Evaluation, \$4,000.00; and Public Health Workforce, \$181.69.

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Sandusky Co. Board of Health read and reviewed Resolution 25-11 Supplemental Appropriation for Pacific Institute Research and Evaluation in the amount of \$17,500.00. After Board of Health review, Mr. Gross made a motion to approve Resolution 25-11. Mr. Mason seconded the motion. Voting thereon: Smith, yes; Zimmerman, yes; Auxter, yes; Gross, yes; and Gross, yes. Vote: 5-yes; 0 nay. Motion carried.

Mr. Gross made a motion to accept the resignation of Brandon Maygar, effective August 22, 2025. Mr. Mason seconded the motion. Motion carried with all voting in the affirmative.

Mr. Gross made a motion to employ Taylor Garcia, Environmental Health, Environmental Health Specialist in Training, effective Monday, September 22, 2025 @ \$20.00/hour. Mr. Mason seconded the motion. Motion carried with all voting in the affirmative.

Dr. Zimmerman made a motion to accept the resignation of Persephanie Lewellen, Help Me Grow Program, effective October 1, 2025. Mrs. Smith seconded the motion. Motion carried with all voting in the affirmative.

Heard first reading, by title of Resolution 25-07, Sandusky Co. Public Health 2026 fee schedule. The second reading and public hearing will be held @ Sandusky Co. Board of Health meeting on Friday, October 17, 2025.

The State of Ohio annual audit is finished, to be posted on State of Ohio Auditor website with a couple of recommendations on IT.

Dr. Zimmerman made a motion to approve amendment to Cribs for Kids contract with Huron and Ottawa Counties, extension of date September 30-December 30, 2025. Mr. Gross seconded the motion. Motion carried with all voting in the affirmative.

Dr. Zimmerman made a motion to approved Notice of Award for SPF-PFS grant in the amount of \$375,000.00 for September 30, 2025-September 29, 2026. Mr. Gross seconded the motion. Motion carried with all voting in the affirmative.

There were no hearings/variances/orders scheduled for this meeting.

Health Planning and Education staff Charlotte Stonerook and Jamie Belcher received recognition from Ohio National Guard Counter Drug Appreciation. Congratulations to Charlotte and Jamie.

Director of Environmental Health Juston Carpenter reported on the annual Sandusky Co. District Licensing Advisory Council meeting held on Tuesday, August 19, 2025 @ 9:00 A.M. in the Back Conference room. Cost methodology of environmental health programs was completed using prior year's number to set 2026 fees. Fees are down in 2026. Sandusky Co. Public Health keeps on top of facilities, i.e. tattoo, and body art, to assure licensure.

Sandusky Co. Public Health held the 10th annual Work Force Development Day on Wednesday, September 17, 2025 @ Hayes Museum. Lisa Russell, Kane Learning, reviewed employee self assessment, categories, people, ideas, action and process, completed by employees prior to the event, Employees were placed in groups according to completion of tasks. A presentation of multi-generational team in the workplace was presented. Local historian and retired teacher Mike Gilbert presented medicine and physicians of the 1880's in Sandusky Co.

Health Commissioner Bethany Brown reported the Public Health Emergency Preparedness grant has been increased from the proposed \$49,000.00. Awaiting on funding for Health Planning and Education grants. Township Trustee Association has a video for presentation regarding proposed changes, spearheaded by Rep. Gary Click on levies, i.e. levy passage by increased percentage; end date of levies, with no open ended. The Association of Ohio Health Commissioners is meeting September 22-24, 2025 in Columbus, and this is a major topic for discussion. Health Commissioner Brown will give an update @ the Friday, October 17, 2025 Board of Health meeting.

Director of Environmental Health Juston Carpenter reported orders issued to food service operation @ 104 N. Broadway, Green Springs, Ohio. Only prepackaged foods, milk, eggs, are in the cooler. Sandusky Co. Public Health will conduct monthly inspections.

Health Planning and Education presented Question, Persuade, Refer (QPR) training @ Sandusky Co. Public Health on Thursday, September 18, 2025. September is Suicide Prevention Month. Jamie Belcher met with City of Fremont Council on Thursday, September 18, 2025 for ordinance banning vape/tobacco/marijuana use in city parks. Rep. Marcy Kaptur attended Overdose Drug Awareness Day on Thursday, August 28, 2025 held @ City of Fremont Amphitheater. Over 250 were in attendance for this very moving event. Sandusky Co. Public Health was in @ Sandusky Co. Fair on Thursday and Friday, August 21 and 22, 2025. Health Planning and Education, along with Women, Infant and Children (W.I.C.) will be @ Downtown Fremont Farmer's Market on Saturday, September 20, 2025 and ProMedica Memorial Family Fest on Sunday, September 28, 2025.

Walk-in flu clinics will be held Mondays, October 6, 20, and 27, 2025. Awaiting recommendation on COVID vaccine guidelines at this time.

Women's, Infant and Children grant funding approval will be on the Friday, October 17, 2025 Sandusky Co. Board of Health agenda as the current grant period ends September 30, 2025.

Encouragement and promotion of completion of Sandusky Co. Public Health Community Health Assessment survey was stressed.

Environmental health Division is "excited" to have Taylor Garcia join the team. Ohio E.P.A. completed the solid waste survey. A job description and salary is being considered for the position of Environmental Health Tech.

THE OCTOBER SANDUSKY CO. BOARD OF HEALTH MEETING IS FRIDAY, THE 17TH @ 8:30 A.M. IN THE FRONT CONFERENCE ROOM.

There was no need for Executive Session @ today's meeting.

Dr. Zimmerman made a motion to adjourn. Mrs. Smith seconded the motion. Motion carried with all voting in the affirmative.

PRESIDENT

SECRETARY

10/7/2025

Name	Signature	Contact Information
Lisa Hartley	<i>Lisa Hartley</i>	
Shari Chagnon-Murray	<i>Shari Chagnon-Murray</i>	