

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

2025 MEETING

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 12/2/2025

Time: 8:00AM – 11:24AM

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

(*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 11/25/2025 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: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
Commissioners and Administrator Discussion	TMACOG sent an MOU to review and agree on in forming an RTPO (Regional Transportation Planning Organization). There was a conversation with Engineer Baez last week, but the Commissioners would like to touch base one more time to get his opinion on entering into this agreement.			
	Commissioner Zimmerman attended an information meeting on data centers. There was some interesting information regarding where these are built and how they are paid for. People talk about sounds that are made by data center and the speaker noted they have these sounds contained similar to highway sounds. EDC hosted the presentation and invited the speakers.			

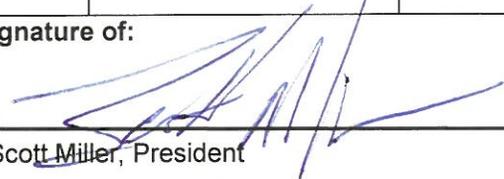
* Then /Now Documents	One certificate was presented by the Commissioner's Office. The PO for the following were done as a super blanket and closed and made out to parent company. Two invoices make up this certificate to the same vendor. DocketOS LLC - \$21,240.00 and \$15,000.00	Commissioners	\$21,240.00 \$15,000.00	*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
* Personnel	Sick leave conversion form for Sheriff Captain Meggitt was signed			
* Travel Requests	None			
Facility Management	Pat Dickman and Rich Oddo – Facility Management. Pat and Rich came in for their regular meeting with the Commissioners. See attachment for agenda items. There are still no updates on the JJC and the humidity issue in the pods. There is an update meeting on the building projects on December 16, 2025. They have another indigent burial as soon as they receive the remains. Pat had an individual ask about purchasing a plot in the county indigent cemetery. After some research this is not something that can be done. Carpet and painting projects for Service Center and Board of Elections are scheduled. Lawnmowers have been ordered. Tower inspection was done and they feel the addition on the tower requested by AT&T is fine.	Pat Dickman – Director Rich Oddo – Purchasing Agent		
IT	Atul Chopra and Brayden Haar- IT. Atul and Brayden came in for their regular meeting with the Commissioners. See attachment for agenda items. They are working on updating servers. Backups have been successful and no issues. Continuing to send out security training. They should be completing phone set ups in January. They are migrating servers for PerryPro for Clerk of Courts. Clerk of Courts has bids on the new case management system, and she should be ready to have the Commissioner award the bid next week. Atul has quotes for the new 9-1-1 system. AT&T submitted a quote, and they will meet with CommTech. There was discussion on licenses and the cost to keep security updated. IT team works hard every day to review backups, emails and any other incoming data to make sure we are safe. One of the headsets at the new dispatch councils isn't working and they have to fix that unit. EMS has new I-pads they are setting up. They have done most of the same security and backup work for the City of Fremont. Commissioner Zimmerman asked about the update on the MARCS radio channels.	Atul Chopra – Supervisor Brayden Haar – Director in Training		

	Michael Russell, Airport Manager, was unable to come in for a meeting. He forwarded updates to the Commissioners and those were reviewed. (see attached) The 2026 budget was approved at the Board meeting in November. They identified a ten year plan and had some requests of the Commissioners for some assistance if they can do so.			
* Resolutions	2025 - 335 AUTHORIZING THE COUNTY ENGINEER TO PROCEED BY FORCE ACCOUNT IN THE MATTER OF ROUTINE MAINTENANCE OF ROADS AND BRIDGES AND HIGHWAY DRAINAGE; BRIDGE AND CULVERT REPAIR OR REPLACEMENT; THE UPKEEP AND MAINTENANCE OF EQUIPMENT AND YARD FACILITIES; NEEDED EMERGENCY WORK AND CLOSING OF ROADS; THE ADDRESSING OF MATTERS THAT INVOLVE THE DRIFTING OF SNOW; OTHER EMERGENCY WORK AS MAY BE NECESSARY DURING THE CALENDAR YEAR 2026, ALL PURSUANT TO RELATED SECTIONS 5543 OF THE OHIO REVISED CODE (ORC)	Engineer		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 - 336 APPROVING FUND TRTRANSFERS FOR NOVEMBER MANDATED PLACEMENT COSTS (\$15,087.08) AND OCTOBER PLACEMENT COSTS (\$147,791.40) AND TRANSFER REQUESTS AND SUPPLEMENTAL APPROPRIATIONS FOR YEAR END EXPENSES AND BALANCES	DJFS	\$15,087.40 \$147,791.40	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 - 337 APPROVING SUPPLEMENTAL APPROPRIATION TO ADULT PROBATION BENEFITS (\$1,200.00) FOR TO COVER THE REMAINING YEAR.	Adult Probation	\$1,200.00	*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025 – 338 APPROVING APPROPRIATION TRANSFER FOR FACILITY MANAGEMENT FROM SUPPLIES TO UTILITIES (\$100,000.00) FOR YEAR END UTILITY INVOICES	Facility Management	\$100,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3

	2025 - 339 APPROVING MOU BETWEEN BOARD OF COUNTY COMMISSIONERS OF OTTAWA COUNTY, SANDUSKY COUNTY AND SENECA COUNTY	Commissioners		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
	2025– 340 APPROVING SUBORDINATION AGREEMENT FOR MORTGAGE TO IMPERIUM PROCESSING/IMPERIUM LENDING, IN THE MATTER CONCERNING A REHABILITATION LOAN TO HELEN BATESON	Commissioners		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 - 341 DECLARING THE INTERSECTION OF COUNTRY ROAD 312 AND DINING ROOAD (TR29) ON THE ERIE COUNTY-SANDUSKY COUNT BORDER TO BE AN ALL-WAY STOP AND TO POST THE APPROPRIATE SIGNS	Commissioners		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 - 342 RESOLUTION ACCEPTING THE MERGER OF HURON COUNTY TO THE EXISTING MENTAL HEALTH AND RECOVERY SERVICES BOARD OF SENECA, OTTAWA, SANDUSKY AND WYANDOT COUNTIES	Commissioners		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 – 343 APPROVING SUPPLEMENTAL APPROPRIATION TO IGNITE FUND WAGES (\$4,000.00) AND BENEFITS (\$1,000.00) FOR YEAR END BALANCES	Sheriff Ignite	\$4,000.00 \$1,000.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2025 - 344 APPROVING APPROPRIATION TRNASFERS AND SUPPLEMENTAL APPROPRIATIONS TO VARIOU FUNDS FOR YEAR END BALANCING	Various		*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			

	Commissioners went into recess at 10:24am until the Road Vacation View and Hearing at 11:00am Back in session at 11:03am			
Howard Street Vacation View and Hearing	Commissioner Miller opened the view. See attached minutes for the view and hearing.			
* Adjournment (11:24am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: 2nd: Yes - 3

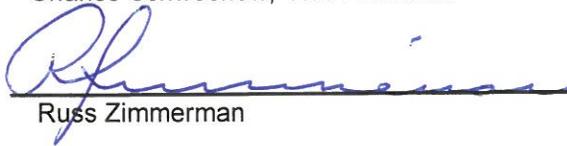
Signature of:



Scott Miller, President



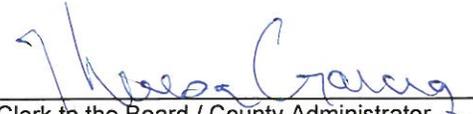
Charles Schwochow, Vice President



Russ Zimmerman

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

2025 AT-A-GLANCE

- Airport Activities
 - 2026 Budget-**approved** at NOV meeting
 - Airports Capital Improvement Plan (ACIP) 2026
 - Met w/FAA, 13NOV – plan **approved** as presented (see attached spreadsheet)
 - Charter, corporate jet activity – steady-state
 - General comments: no overcrowding, positive customer service and professional treatment
 - Fuel revenues – steady-state with intermittent increases during Fall
 - Air ambulances-increases due to pilot training
 - Itinerant traffic-increase due to 100LL competitive price and flexibility
 - Hangar revenues
 - 19 tenants; opportunity interviews as contacted by interested parties
- Presence in Community
 - Collaboration with county agencies and local business
 - Increased website and social media use
 - Promotion of emergency services as based tenants
 - Participation in local and state future visions
 - **CHRISTMAS PARTY – 17DEC, 3-6 pm at Airport**; details to follow



Sandusky County
Regional Airport - KS24

AIRPORT PROJECTS

- Infrastructure
 - SCEDC and Marketing Initiatives
 - BusinessView magazine spotlight on Airport
 - Continued Airport awareness and self-promotion
 - Revenue generation vs. Expenses-improvements continue
 - BSMH/LifeFlight contract up for renewal
- Direct Assistance
 - County services-in-kind
 - thanks to the Commissioners for replacement computers
 - thanks to Facilities Management for hangar repairs and door wheels
 - thanks to CWP for area improvements



AIRPORT PROJECTS

- Considerations for Assistance
 - SRE - Local match funds
 - Thanks to the Commissioners for guidance and support
- Local matches for Capital Improvements
 - Board of Directors and the FAA in agreement regarding the 2026 ACIP
 - Request that the Commissioners review and consider TWY A REHABILITATION request for support (see attached sheet):
 - Way ahead: REHABILITATE now vs. RENOVATE later (at much greater overall cost)
 - Lesser overall cost
 - Fewer concessions: TWY current width of 35' can remain if rehabilitated; more attractive to commercial aircraft
 - FAA payout percentage: 95% vs. 90%, not including what ODOT will contribute
 - Remains a two-phased project, spread out over 2-3 years to balance local match



Sandusky County
Regional Airport - KS24

2025 December Projects

	County	City
Item	Description	Description
Servers	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. Rubrik Cloud storage needs increased.	All backups completing successfully. Backup recovery testing has been setup for all servers.
Email Security	KnowBe4, additional campaigns implemented, trainings sent out this month. Monitoring the percentage completing	KnowBe4, additional campaigns implemented, trainings sent out this month. Monitoring the percentage completing
Networking	Setting up network controls recommended by CISA and NIST. Implementing Best Practices on all routers.	Setting up network controls recommended by CISA and NIST. Implementing Best Practices on all routers.
Phones	Should be completing Dispatch this month and Engineers in January	GoTo Phone Migration, all departments have been migrated. No issues with phones have been reported.
Dark Fiber	Migrating the Courthouse to the Jail connection to dark fiber. Completing this month.	All departments have been migrated.
Cybersecurity	Started meetings with DUO and implementing YubiKeys	Started meetings with DUO and implementing YubiKeys
I.T.	Setting up new PC's to replace Win10 PC's.	Setting up new PC's to replace Win10 PC's.
RMM / Backup	NinjaOne backups setup for all servers. Setup backups for key personnel workstations.	NinjaOne backups setup for all servers. Setup backups for key personnel workstations.
County Courts		
Clerk of Courts	Migrating to new servers. PerryPro migrated Contentverse to the new server / installed on all COC PCs. Working on installing the new version of Rockware	
Prosecutor		
EMA/911	Meeting with CommTech for the new system. Received quote from AT&T.	
SCSO	Setting up vehicle AVL/GPS Ordered new dispatch equipment, computers are set up, and working on setting up a new desk setup.	
EMS	Setting up New iPads for their patient charting	

2025 December Projects

	County	City
Item	Description	Description
Fire	Set up vehicle AVL / Switching over to new APN Purchased new CradlePoint routers, setting them up this month	
BOE	Working on updating to new Bridge computer	
Auditor		OpenGOV is taking over for the application FUND. They are migrated to OpenGOV. No issues reported.
Water Treatment		Win911 paging system setup, needs testing.
Water Reclamation		Replace aging SCADA PCs. New server setup waiting for a quote from DJE.
Parks		
Police		
Engineers	Moving to New ISP - Spectrum	

Facility Management Project Update 11/18/25

1. JDC upgrades; new RTU's, HRU, controls, ext.

Update: Remaining Task

- Kleinfelder to address issues with high humidity in pod areas.
- Paperwork to follow. 90% complete

2. Clyde Court Renovation

Update:

- Update meeting scheduled for Dec. 16th.

3. Internal Maintenance Projects

Update:

- Carpet replacement at Service Center scheduled for Jan 19th.
- Castalia tower tree removal scheduled Dec 8th week.
- Paint and Carpet at BOE scheduled to start week of Dec 15th.
- Indigent burial to be scheduled when cremains are received.
- Finalized lawnmower replacement.
- Transfer of funds for utilities discussion.
- Tower inspection report discussion.

HOWARD STREET – VIEW

December 2, 2025 – 11:00 A.M.
COMMISSIONERS BOARD ROOM
ARIAL PHOTOS PROVIDED

Commissioner Miller opened the View and introduced the following: Commissioner Schwochow; Commissioner Zimmerman, County Administrator Theresa Garcia, and County Engineer Carlos Baez

Members of the Public: See attached sheet.

Gerald Stout was present as the petitioner. He would like to add this to his property if approved. Carlos Baez made note that in the petition it is requesting all fifty feet be given to Mr. Stout. Statute says it has to be split and Mr. Stout will need to get twenty-five feet from the other property owner.

Commissioner Miller moved to adjourn the view. Commissioner Zimmerman seconded the motion. Motion carried. They voted as follows:

Commissioner Miller - yes
Commissioner Schwochow- yes
Commissioner Zimmerman - yes

HOWARD STREET - FINAL HEARING

December 2, 2025 – 11:15 A.M.
COMMISSIONERS BOARD ROOM

Commissioner Miller opened the Final Hearing.

County Engineer's Comments: Carlos Baez had no comments.

Public Comments: Gerald had no comments

Commissioners' Comments: Commissioner Miller moved to approve the Vacation of Howard Street and Commissioner Zimmerman seconded the motion. Motion carried.

The hearing is now closed and the evidence and testimony received will constitute the record upon which we will reach our decision. If the Board determines such improvement will serve public convenience and welfare, we will by resolution will determine to proceed. If the Board determines such improvement will not serve public convenience and welfare, we will by resolution will refuse to proceed with the improvement.

An official resolution will be presented and signed next week.

Commissioner Miller closed the hearing.

