

<b>Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420</b>		<b>2025 MEETING</b>	
--	--	---------------------	--

Meeting: Board Of Commissioners	Location: Commissioners' Board Room	Date: 12/18/2025	Time: 8:00AM – 10:40AM
---------------------------------	-------------------------------------	------------------	------------------------

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

Present: Theresa Garcia – County Administrator

Others Present: Julie Schwochow, John Cheatham, Jim Urankar, Megan Schutt, Steve Shiets, Cody Maynard

(*action items)				
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	*** Commissioner Miller was attending EDC meeting this morning and will be in session after the meeting.	Russ Zimmerman, Vice President		
*Review & Approval of Commissioner Meeting Minutes, in-coming Mail Review & External Meeting Notices	The 12/16/2025 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 2 (Miller absent)
Commissioners and Administrator Discussion	Administrator Garcia presented a proposal/quote from Tony Perales to take over as project manager for LS 18. Commissioners approved the quote and expressed the need to have someone with eyes on that project.			
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			
Building Code	<u>John Cheatham and Jim Urankar – Building Code.</u> John and Jim came in for a meeting with the Commissioners to update on the building code office. Jim is the new Chief Inspector. John reviewed his expectations for the office. There was discussion about	John Cheatham – SafeBuilt  Jim Urankar - Chief Inspector		

<p>* Resolutions</p>	<p>2025 - 365          APPROVING FUND TRANSFERS FOR 2025 YEAR          END BALANCES</p>	<p>Various</p>		<p>*Motion: Move to Approve          resolution          Moved by: Russ          Zimmerman          2nd: Charles Schwachow          Yes - 3</p>
<p>Sanitary Engineer</p>	<p>Steve Shiets and Cody Maynard – Sanitary Engineer.          Steve and Cody came in for their regular meeting with the Commissioners. See attachment for agenda items. The Rice Township water project is still trying to purchase land. All the parcel owners around the area have been contacted with no interest in selling. We may have to have the Prosecutor send out a letter to property owners. Steve also suggested to have MS Consultant put a map of the best location for the plant and what property we have to consider. Steve talked about connections that still needed to be done. They are working with Northwest Water and Sewer for third party operators if they need assistance. The new truck is in and can be signed for and picked up. The County Engineer has been looking at the parking lot area to see if he can help renovate the area.</p>	<p>Steve Shiets –          Sanitary Engineer -          Cody Maynard -          Utilities Manger</p>		
	<p>*** Commissioner Miller entered session at 9:10am</p>			
<p>Regional Planning</p>	<p><u>Megan Schutt – Regional Planning.</u> Megan came in for her regular meeting with the Commissioners. The monthly Regional Planning meeting was canceled for December. The next meeting they will be voting for new officers. They are waiting on the approvals for the River Company Condos. Commissioner Zimmerman talked about the road vacation for CR 210 being processed. She hasn't had any new flood zone applications but is dealing with an older application that isn't in compliance yet. They have had 18 lot split requests since the middle of September.</p>	<p>Megan Schutt –          Regional Planner</p>		
<p>some issues that have been brought to the          Commissioners attention on the office. There have been          missed calls and emails that are concerning. John and          Jim both are going to deal with these concerns and          make sure that the office is opened five days a week.          Jim gave the Commissioners his back ground that          brought him to be a Building Inspector. He likes to see          things get done and likes to assist the contractors to          keep jobs moving. He has already been working on          many projects in the county.</p>				

	2025 - 366 RESOLUTION - DESIGNATING THE RESTRICTED AREAS OF THE UNINCORPORATED AREAS OF SANDUSKY COUNTY, OHIO FOR ECONOMICALLY SIGNIFICANT WIND FARMS; LARGE WIND FARMS; AND LARGE SOLAR FACILITIES PER SENATE BILL 52 EFFECTIVE OCTOBER 11, 2021	Commissioners		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – none Elected Officials – none			
	Township Trustees from several Townships came in to hear the resolution restricting the wind and solar farms. They all were happy the resolution restricted the areas and allowed the Townships time to make any decisions on allowing these farms to come in to their Townships. It was explained there is a thirty day waiting period for the resolution to go in to effect to allow for those that would want to petition the maps to gather signatures. There was discussion on what legislator is putting together for Data Centers. Power needed for the plants were discussed and that most of these plants are now generating their own power. It seems they are trying to be more self-sufficient. There was a comment about the proposal/request for a turnpike interchange in Clyde. They are going to do a feasibility study.			
<b>Ohio State Auditor</b>	The State Auditor sent Scott Sands to Sandusky County to present the Auditor of the State Award to the County Auditor. There are only 8% of entities that receive this award. The State Auditor and the Commissioners commend the staff at the Auditors Office, Treasurers Office and all that are involved in the audits for achieving this award.			
<b>* Adjournment (10:40am)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes - 3

Attest: Therese Gray  
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, President



Charles Schwochow, Vice President



Russ Zimmerman

**Board of County Commissioners, Sandusky County Ohio**

**AGENDA**  
**Commissioners' Meeting**  
December 18, 2025

1. Rice Township Water Improvements

- Utilize a 3 Phase Approach for construction
  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
    - a. State Route 53 corridor could be “phased in” due to costs
- Could also utilize 3 Phase Approach to maximize funding
  - Downside would be timing delays
- The General Plan for Water Supply was submitted to the Ohio EPA
  - General Plan recommends County Water Supply
  - Project construction is estimated at \$12.7 million
  - Relying heavily on the General Fund
    - 30 Year Loan Payment is over \$600,000 repayment per year
    - 2.5% Interest but believe we can get 0% (\$424,000 repayment per year)
  - Ohio EPA sent an initial review (but not approved yet)
  - Update to receive General Plan Ohio EPA Approval
    - Source Funding of Repayment (General Fund)
      - Most likely looking for a commitment of \$424,000 if 0% loan is utilized
    - Test well site on property location – either one of the following:
      - Obtain an easement to drill test well on water plant property
      - Purchase water plant property to drill test well
- Current Situation
  - Planning Loan was completed with repayment over the next 5 years
  - Commissioners have now paid two payments of \$19,008.60
  - Until we get to construction, these will need covered by the Commissioners
  - Preliminary Design not affected by water supply was already started
    - Preliminary Plans are 30% complete
  - Two more loan applications are required: (1) Design Loan & (2) Construction Loan
  - County Water District Legal / JED – Prosecutors and/or Squires Patton Boggs
  - Purchase property of Water Plant & Water Tower (along with any necessary easements)
    - Utilize Prosecutors Office like Wightman’s Grove property acquisitions
    - Minimum Foot print
      - 2 well fields with 300’ Isolation Radius
      - Yields about a minimum of 10-acre rectangular property
      - Can include floodplain for isolation radius but wellhead must be out of it

2. District #1 Agreement

- 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 reviewed it
    - Forward the agreement to Prosecutors for review
    - Reach back to Catie Romanchek
    - Expiration Date of the Agreement
      - Date was in 2026 to coincide with Three Way Agreement)
    - Three Way Agreement is due in 2026
      - General Sewer District
      - Sandusky Township Regional Sewer District (STRSD)
      - City of Fremont
3. Wightman's Grove
- 49 connections completed
  - Health Department is in enforcement process on up to 5 unconnected structures
    - In reviewing those five, 2 can be removed (one connected and one removed structure).
    - Health Department removed another one from the enforcement status
  - Establishment of a Connection Charge of \$4,500 was completed effective January 1, 2026
    - Send letters to the 2 unconnected property owners
      - One response from 2102 County Road 259
      - Other came back without a signature, but the letter was attempted to be delivered.
  - Sandusky River Co. Amendment was completed
    - Plat was submitted to Regional Planning for review and approval
    - Found one parcel without one of the taps
    - Found another parcel with a storm sewer through the middle of it
      - Storm sewer is owned by Wightman's Grove Conservancy District
4. Office Operations
- All connection charge increased to \$4,500 effective January 1, 2026
  - All the rate increases have been completed via resolutions and are on our website
    - Effective January 1, 2026
    - City of Fremont was notified
    - Sandusky Township Sewer District was notified
    - Customers will be notified on their January bills as well
  - Vehicle Accident on P-161 on August 14, 2025
    - Truck is being repaired by Snyder Collision in Sandusky, Ohio
    - Received a rental car while the truck is being repaired
    - Working through Human Resources to get repairs completed and everything addressed
  - Operator In Training
    - Still talking with Northwest Water & Sewer for third party back up for operations
      - They have about 40 plus operators on staff as an organization
      - Currently functioning by utilizing one licensed individual for coverage
      - Sandy and I will probably be meeting with them in the near future
        - Need to figure out how to maintain their knowledge of our sites
          - Monthly or quarterly visits until we have a backup licensed operator
          - Reimbursement to their organization which is under ORC 6119
            - Possibly a Technical Service Agreement
          - They do not perform emergency maintenance (i.e. pulling pumps, grinders, etc.)
  - Tom Frey & Stuart Brubaker attended two-day training at Gorman Rupp in Mansfield, Ohio
    - Day 1 was on pump operations
    - Day 2 was on pump electrical

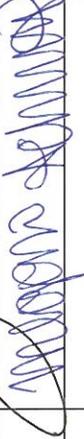
- Still working on updates for Rules & Regulations and Licensed Contractor's Handbook
    - Contractor's Handbook should be up for review to the Prosecutor's shortly
    - Have Commissioners pass a resolution for licensed Contractors and the handbook
  - 2026 Budget
    - Advanced both budgets on October 16, 2025
      - Water Budget - \$108,000
      - Sanitary Sewer Budget - \$3,101,000
    - Vehicle Replacement Purchases
      - 2012 Crane Truck Replacement (\$135,000)
      - Diesel Truck (Ford F350) was ordered for \$66,014.68
        - Utilized in 2025 Budgets
        - Advantage Ford just notified us it is in
          - Paperwork with Theresa will be completed
          - Payment won't be till January 2026
        - This will be non-performed within the 2026 Budgets
      - Service Body, Lift Gate and Emergency Lighting is estimated at \$45,000
      - New crane is estimated at \$30,000
        - Cost would be eliminated if utilizing old crane on new truck which is included in the \$45,000 estimate
    - 2002 Ford F-150 Truck (\$45,000)
      - Ford Maverick or Ford Ranger to be ordered in 2026
      - Emergency Lighting and outfitting truck
    - Computers for office staff (\$10,000)
    - SCADA Upgrades (\$100,000)
  - Self Department Inspections are being completed
  - 2025 Inventory has been started
5. Field Operations
  - Repairs
    - Air Releases (3 new ones ordered (\$4,911.75) – Received)
      - Pulled two air releases that were beyond repair to replace and one spare
      - Both have been replaced
    - Enchanted Lift Station
      - Pump #1 will be repaired (seal failure)
      - Spare pump purchased
    - Logsdon - Flange purchased for spare pump
    - Yacht Club - landscaping bushes to be pulled
    - Flygt Rod Installations (Inhouse & Burketts)
      - Rice Lift Station
      - Shorewood Lift Station
  - Various repairs via Excavator
    - Shorewood Water Leak in front of 2292 Harbor Hill on November 28, 2025
      - Notified in the early afternoon by residence and confirmed by staff
      - Could not obtain a mini-excavator via Streaker Equipment
      - Repairs were completed via Zimmerman Builders
  - Verified all alarm & status points on the Master Terminal Unit (Bergren Co.)
    - Bergren Co. has been in to start working on some of the issues
    - Burketts is coming in to check wiring for many of the generators
  - Bergren Co. indicated computer boards in Remote Terminal Units (RTU) are obsolete
    - Replacement of each board is around \$3,400 each
      - Software no longer supports old boards utilized in over half of the RTUs
      - Once a new board is installed at one of the stations, software will need changed
  - Bergren Co. quoted \$123,012 to replace all old boards
  - Bergren Co. quoted \$158,760 to switch everything out to cellular (\$7,920 annual fee)

- Other quotes from other SCADA companies have been comparable
    - Probably wait for the remodel to see how we want to proceed
  - EMS connection issues (Porter Architects)
    - Life Squad 14
    - Bacteria Test needs completed
    - EMS Office
    - 8" sanitary sewer needs deflection testing
6. Village of Helena
- Requested quote for Technical Services
  - Toured plant to see the current operation
  - Discussion on grinder pump issues
    - Typical more than what we do for Technical Services
  - Draft Technical Service Agreement will be provided
    - \$1,300 per month minimum with Village assistance to record daily flow & turbidity
    - \$2,500 per month to meet Ohio EPA requirements for the Wastewater Treatment Plant

7. Office Remodel

- Porter Architects provided pricing (\$310,000)
  - Preliminary Design - \$98,000
  - Final Design - \$150,000
  - Construction - \$62,000
- Invoice of \$24,894.40 was paid
- Currently there is no contract with Porter Architects in place
- 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
  - Submitted office and site plan layout review to Porter
- Sanitary Engineers will be looking at the following 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 Equipment and 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 will hopefully utilize Bond via the Commissioners
- 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
    - Discussed with County Engineer and he's looking into costs
  - 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

12/18/2025

Name	Signature	Contact Information
JOHN CHEATHAM		440-4221-8030 SAFEBUILD
James Cranker		440-488-2585
MEGAN SUMMIT		419-334-0227
FRED ALBERTSII		419-355-5888
Bill Lamalie	Bill Lamalie	419-355-6953