

Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420			2026 MEETING	
Meeting: Board Of Commissioners		Location: Commissioners’ Board Room	Date: 1/8/2026	Time: 9:00AM
Present: Commissioners: Scott Miller – President, Charles Schwochow– Vice President; Russ Zimmerman				
Present: Theresa Garcia – County Administrator, Ian Cantu – HR Specialist				
Others Present: Ruth Zimmerman, Julie Schwochow, Michael Russell, Carlos Baez, Monty Montgomery, Laura Bogard, Kara Hetrick, Melanie Allen, Monty Montgomery, Carlos Baez				
(*action items)				
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (9:00am)	Commissioner Schwochow attended the Soil & Water meeting this morning and will join session when it is over.	Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 1/6/2026 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)
Commissioners and Administrator Discussion	The Commissioners’ Office received an invoice from Rick Evans on work that was done on the Visitor’s Bureau building. There was a discussion with the Fair Board at the last meeting they had with the Commissioners regarding assistance with this invoice. We never received a quote for the work, so no PO is in place. The Commissioners agreed to add the cost to the Agriculture Society annual contribution for them to cover the expenses.	Theresa Garcia		
	Laura Bogard from the Sandusky County Health Department came in to ask the Commissioners for assistance in getting information out to Townships, Cities and Villages from the Health Department on the safe streets program. She has tried to attend a couple meetings but possibly had the wrong date or location.			

	She does have the list with addresses and meeting times and asked if someone could go through with her and verify the information. Commissioner Miller volunteered to help her. It was also suggested to contact Township Fiscal Officers or the County Engineer. She talked about road crossing signs for the inland trail. She was able to obtain funding to help with the signs. (see attached photos)			
	Kara Hetrick came in to talk to the Commissioners about the Data Center Projects in Gibsonburg. She wanted to know if the Commissioners would back legislation on a moratorium on Data Centers until more studies can be done. Commissioner Miller noted he also wanted to respond to an email that Kara sent regarding any agreements the Commissioners have with Data Centers. He let her know the Commissioners have had no agreements or discussions with any vendors regarding Data Centers. Commissioner Miller noted until he saw language in legislation, he couldn't say one way or another if he would support that language. Kara commented that she also was not aware when she sent an email she did not realize she forwarded a comment from another individual that Commissioner Miller took offense to. She wanted on the record that there are many times there are comments made by Commissioners that are not very professional.	Kara Hetrick - Citizen		
* Then /Now Documents	One certificate was presented by the Veterans Office. All the various vendors for 2025 were closed at the end of the year. One invoice makes up this certificate. VFW Post #1709 - \$220.00 One certificate was presented by Common Pleas Court. Court administrator was not aware of travel dates for visiting Judges and PO's were not in place for end of year supply purchase or GAL request. Four invoices make up this certificate. Judge Reeve Kelsey - \$89.60 Judge Debra Boros - \$123.20 Visa - \$35.00 Dewey & Selvey Attorneys - \$4,890.00 One certificate was presented by the Clerk of Courts. Clerk ordered this late and didn't have a PO opened. One invoice makes up this certificate. Amazon - \$169.06	Veterans Common Pleas Clerk of Courts	\$220.00 \$89.60 \$123.20 \$35.00 \$4,890.00 \$169.06	*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)

* Personnel	None			
	Commissioner Schwochow entered session at 9:05am			
* Travel Requests	None			
Regional Airport Authority	Michael Russell – Regional Airport. Michael came in for his regular meeting with the Commissioners. See attachments for agenda items. Michael thanked the Commissioners for their assistance in the past year with IT services and computers and having the hangar door fixed. Having the taxiway done now will allow them to have the taxiway ten feet longer than they may have been allowed. His main purpose for coming in was to get approval for the project. Commissioners had no issues with project proceeding. The rest of the documents were reviewed last month when Michael was unable to attend his meeting.	Michael Russell – Airport Manager		
Job and Family Services (JFS)	Melanie Allen – JFS. Melanie came in for her regular meeting with the Commissioners. See attachment for agenda items. She is starting out with custody count almost doubled from what they have had at the beginning of the year in the past. They are fully staffed and things have been fairly quiet. Melanie asked to enter executive session to discuss personnel matters to consider employment, dismissal and discipline of public employees. Commissioner Zimmerman moved to enter executive session at 9:53am. Commissioner Zimmerman moved to exit executive session at 10:22am.	Melanie Allen - Director		*Motion: Move to enter executive session Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3 *Motion: Move to exit executive session Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	Administrator Garcia left session at 10:00am and HR Specialist Ian Cantu replaced her.			
* Resolutions	2026 - 03 AUTHORIZING CHANGE FUND ACCOUNTS FOR THE SANDUSKY COUNTY AUDITORS REAL ESTATE OFFICE; BOARD OF ELECTIONS; AND BUILDING CODE FOR 2026	Auditor, Board of Elections and Building code		*Motion: Move to Approve resolution Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes – 3

	2026 - 04 APPROVING SUPPLEMENTAL APPROPRIATION TO PI DEBT SERVICES (\$29,371.30) AND REFUNDS AND REIMBURSEMENTS (\$13,752.16) FOR OPWC AND OWDA DEBT PAYMENTS	Commissioners PI	\$29,371.30 \$13,752.16	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2026 – 05 APPROVING THE IV-D SERVICE CONTRACT BETWEEN THE SANDUSKY COUNTY CHILD SUPPORT ENFORCEMENT AGENCY (CSEA), A DIVISION OF SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (SCDJFS), AND THE SANDUSKY COUNTY JUVENILE COURT (CJC) FOR MAGISTRATE SERVICES	DJFS		*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Charles Schwochow Yes – 3
	2026 – 06 AUTHORIZING AMENDED MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CITY OF FREMONT IN THE COLLABORATION OF INFORMATION TECHNOLOGY (IT) SERVICES FOR 2026	City of Fremont		*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			
CR 210 Vacation view and final hearing	Commissioner Miller opened the view. See attached minutes for the view and hearing.			
* Adjournment (10:54am)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Charles Schwochow 2nd: Russ Zimmerman Yes - 3

Attest: Theresa Conway
Clerk to the Board / County Administrator

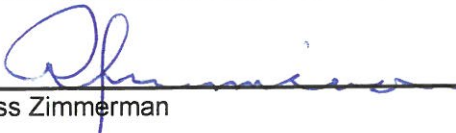
I, the undersigned, Clerk of the Board of Commissioners,
Sandusky County, Ohio, do hereby certify that the foregoing
is a true and correct copy from the official record of said
Board of County Commissioners as recorded in its Journal.

Clerk, Board of County Commissioners, Sandusky County, Ohio

Signature of:


Scott Miller, President

Charles Schwochow
Charles Schwochow, Vice President


Russ Zimmerman

Board of County Commissioners, Sandusky County Ohio

COUNTY ROAD 210, RILEY TOWNSHIP – VIEW

JANUARY 8, 2026 – 10:30 A.M.
COMMISSIONERS BOARD ROOM
*** ARIAL PHOTOS PROVIDED***

Commissioner Miller opened the View and introduced the following: Commissioner Schwochow, Commissioner Zimmerman; County HR Specialist Ian Cantu, and County Engineer Carlos Baez Members of the Public: See attached sheet.

Monty Montgomery was present for the petitioner. They would like to make this a private drive if approved. Carlos Baez made note of the roadway and how it was thought that previously this road was vacated, but no documentation could be produced so with the use of the roadway and the property owner's intentions for development, it is in the best interest to vacate the road. Commissioner Miller made sure to note if anyone would be landlocked by the vacation of the road, Monty assured him that no one would be. Everyone discussed the improvements made to the land area.

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

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

COUNTY ROAD 210 RILEY TOWNSHIP - FINAL HEARING

JANUARY 8, 2026 – 10:45 A.M.
COMMISSIONERS BOARD ROOM

Commissioner Miller opened the Final Hearing.

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

Public Comments: had no comments

Commissioners' Comments: Commissioner Miller moved to approve the Vacation of County Road 210 in Riley Township and Commissioner Schwochow seconded the motion. Motion carried. They voted as follows:

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

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 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.

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

- 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 ODOJ will contribute
 - Remains a two-phased project, spread out over 2-3 years to balance local match



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



Sandusky County
Regional Airport - KS24

SANDUSKY COUNTY REGIONAL AIRPORT (S24)
FY 2026 Planning Meeting Notes
NOVEMBER 13, 2025 @ 2:30 PM

Attendees: Jana Radtke, FAA; Dana Channaoui, FAA; Alex Erskine, FAA; Michael Russell, S24; Paul Smith, S24; Tom Kern, S24; Jamin Heldt, CHA; Brian Kotter, CHA

1. Introduction & Purpose of Meeting
2. Open Grant Status

Grant Number	Grant Description	Period of Performance End Date
028-2025	Reconstruct Snow Removal Equipment <u>S24 indicated they do not yet have an estimated delivery date from the supplier for the snow plow.</u>	09/03/2029

3. Funding
 - a. Overview of Funding Opportunities in FY 2026
 - i. Airport Improvement Program (AIP)
 1. Entitlement – Primary, Non-Primary, & Cargo
 2. Competitive – Discretionary & State Apportionment
 3. Supplemental – Community Directed & Competitive Notice of Funding Opportunity (NOFO)
 - ii. Infrastructure Investment and Jobs Act (IIJA)
 1. Allocated IIJA - Airport Infrastructure Grant (AIG)
 2. Competitive – Airport Terminal Program (ATP) – FY 2026 is the final year
 3. Competitive – Federal Contract Tower (FCT) – FY 2026 is the final year

- b. Estimated AIP entitlement and IIJA allocated funding available for S24 in FY 2026

	AIP Entitlement	AIG (FY 2026 is the last year for AIG allocations)
FY 2026* (Proposed)	\$150,000	\$137,000
FY 2025	\$150,000	\$137,000
FY 2024	\$150,000	\$113,000
FY 2023 (Expiring)	\$150,000	\$37,412
Total Available	\$600,000	\$424,412

Note: AIG – FY 2023 AIG funds will expire 9/30/2026. Final grant applications must be submitted on or before 5/1/2026.

4. ACIP Review – AIP and IIJA (11/06/2025) and PCI Map

2026/2027 – Rehabilitate Taxiway A – Design (2026) & Construction (2027)

2026/2027 – Rehabilitate Taxiway A Lighting – Design (2026 IIJA) & Construction (2027 IIJA/AIP)

S24 indicated the proposed project would involve rehabilitating the existing Taxiway A pavement and lighting system. S24 clarified the lighting project would replace the fixtures and cables, but would not be a complete replacement of the lighting system. The group discussed existing non-standard pavement areas along Taxiway A, including the direct access connector from the apron to the runway and the wide expanse of pavement on the taxiway end connectors, and whether these elements could be corrected as part of the pavement rehabilitation project. The group consensus was S24 would evaluate options, and a touchpoint meeting will be scheduled to discuss the project scope before a Pre-Application for design is submitted.

2030/2031 – Reconstruct Hangar Taxilanes – Design (2030) & Construction (2031)

S24 indicated the proposed project would reconstruct the hangar taxilanes at the existing 20-foot width and update the geometry. The FAA concurred that

based upon current guidance from the AC 150/5300-13B, the 20-foot taxilanes are allowable for TDG 1A and 1B.

5. Project Requirements for a FY 2026 AIP project

- a. Consultant Selection Status – S24 indicated the Taxiway A project is covered under the current consultant selection.
- b. ALP – A Partial ALP Update may be needed for the Taxiway A project. This will be confirmed when the scope of the project is further discussed at the touchpoint meeting.
- c. Review of Open Technical Planning Items – Not applicable.
- d. Financial Plan – Not anticipated to be needed for the Taxiway A project. This will be confirmed when the scope of the project is further discussed at the touchpoint meeting.
- e. NEPA – All CATEXs are due with the Pre-Application submittal and *must be received no later than January 16, 2026. Submission of CATEX after 1/16/2026 MUST be coordinated and approved by the ADO in writing.* – A Documented CATEX would be needed for the design and construction of the Taxiway A pavement and lighting projects.
- f. Plans and Specifications Review Level – Date to be submitted to ADO
- g. Additional information sheet (attached)

6. Proposed Project Grant Descriptions

AIP: Rehabilitate Taxiway A (1 x w) – Design.

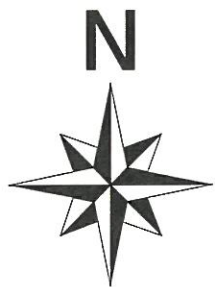
IIJA: Rehabilitate Taxiway A Lighting – Design.

7. Action Items

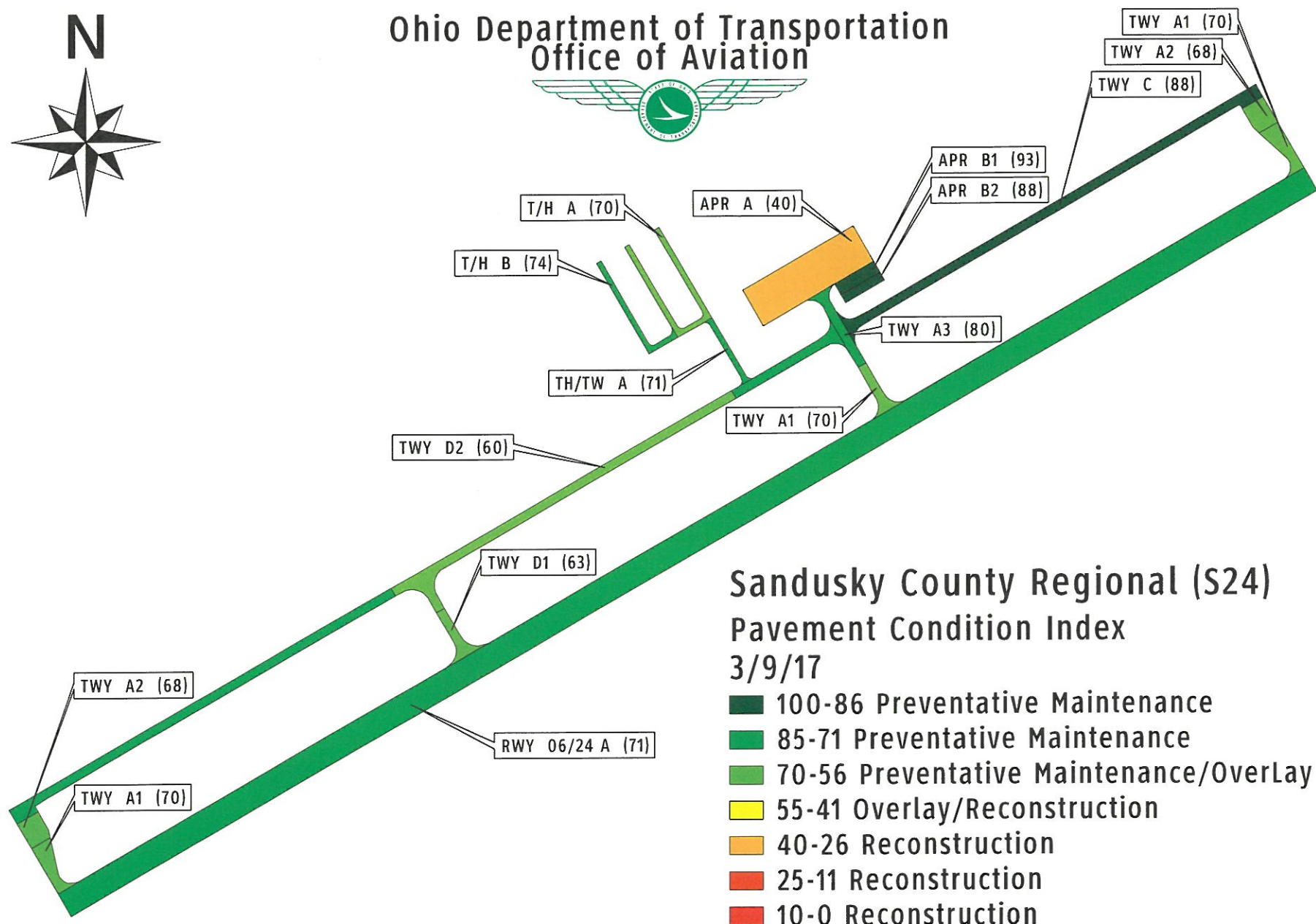
- a. Prepare and submit a copy of the CIP (including a sketch and project justifications) no later than 3 weeks after your planning meeting. Provide copies to the following:

- i. FAA Planner: Jana.Radtke@faa.gov
- ii. ODOT: Ohio.Airport.Grants@dot.ohio.gov; Mark.Groves@dot.ohio.gov
- iii. ADO Electronic Mail Intake: 9ACEDETADOMail@faa.gov

- b. Prepare and submit pre-application and an updated e-signature form (if necessary) no later than **3 weeks after your planning meeting**.
 - i. ADO Program Manager: Dana.H.Channaoui@faa.gov
 - ii. ADO Electronic Mail Intake: 9ACEDETADOMail@faa.gov
- c. Prepare and submit the appropriate level of NEPA no later than **January 16, 2026**. CATEXs should be sent directly to Jana Radtke (Jana.Radtke@faa.gov) and cc: 9ACEDETADOMail@faa.gov. Use “LOCID – NEPA” for the email subject line.
- d. The program manager will review the pre-application and contact the airport if additional information is needed.



Ohio Department of Transportation Office of Aviation



AIRPORT MASTER RECORD

Data Source: https://www.faa.gov/air_traffic/flight_info/aeronav/aero_data/ Print Date: 11/10/2025

1 ASSOC CITY: FREMONT		4 STATE: OH	LOC ID: S24	FAA SITE NR: 17932.4'A
2 AIRPORT NAME: SANDUSKY COUNTY RGNL		6 REGION/ADO: AGL /DET	5 COUNTY: SANDUSKY, OH	
3 CBD TO AIRPORT (NM): 5 SE		7 SECT AERO CHT: DETROIT		

GENERAL		SERVICES		BASED AIRCRAFT	
10 OWNERSHIP: PUBLIC	70 FUEL: 100LL A+	Validated by basedaircraft.com			
11 OWNER: SANDUSKY COUNTY	71 AIRFRAME RPRS: NONE	90 SINGLE ENG: 13			
12 ADDRESS: 1500 COUNTY ROAD 220	72 PWR PLANT RPRS: NONE	91 MULTI ENG: 1			
CLYDE, OH 43410-9562	73 BOTTLE OXYGEN: NONE	92 JET: 0			
419-547-0131	74 BULK OXYGEN: NONE	93 HELICOPTERS: 2			
13 PHONE NR: MICHAEL RUSSELL	75 TSNT STORAGE: HGR TIE	TOTAL: 16			
14 MANAGER: 1500 COUNTY ROAD 220	76 OTHER SERVICES: AMB				
15 ADDRESS: CLYDE, OH 43410-9562					
16 PHONE NR: 419-547-0131					
17 ATTENDANCE SCHEDULE:		94 GLIDERS: 0			
MONTHS ALL	DAYS MON-SAT	95 MILITARY: 0			
	HOURS 0800-1700	96 ULTRA-LIGHT: 0			
		VTOL:			
18 AIRPORT USE: PUBLIC		OPERATIONS			
19 ARPT LAT: 41-17-44.7N ESTIMATED	Information on aircraft operations is available from FAA's Aviation System Performance Metrics https://aspm.faa.gov				
20 ARPT LONG: 83-2-14W					
21 ARPT ELEV: 664.5 SURVEYED					
22 ACREAGE: 589					
23 RIGHT TRAFFIC: NO					
24 NON-COMM LANDING: YES					
25 NPAS/FED AGREEMENTS: YES / NGY					
26 FAR 139 INDEX: /					

FACILITIES		WG	
80 ARPT BCN:	SEE RMK	80 ARPT BCN:	1-800-WX-BRIEF
81 ARPT LGT SKED:	BCN LGT SKED:	81 ARPT LGT SKED:	
82 UNICOM:	123.050	82 UNICOM:	
83 WIND INDICATOR:	YES-L	83 WIND INDICATOR:	
84 SEGMENTED CIRCLE:	NONE	84 SEGMENTED CIRCLE:	
85 CONTROL TWR:	NO	85 CONTROL TWR:	
86 FSS:	CLEVELAND	86 FSS:	
87 FSS ON ARPT:	NO	87 FSS ON ARPT:	
88 FSS PHONE NR:		88 FSS PHONE NR:	
89 TOLL FREE NR:		89 TOLL FREE NR:	

RUNWAY DATA	
30 RUNWAY IDENT:	06/24
AVL FOR PART 121/380 OPS:	5,500
31 LENGTH:	100
32 WIDTH:	ASPH-G
33 SURF TYPE-COND:	GRVD
34 SURF TREATMENT:	30.0
35 GROSS WT:	
36 (IN THSDS)	
37	
38	
39 PCN / PCR:	
LIGHTING/APCH AIDS	
40 EDGE INTENSITY:	MED
42 RWY MARK TYPE-COND:	NPI-F / NPI-F
43 VGS:	P4L / P4L
44 THR CROSSING HGT:	44 / 42
45 VISUAL GLIDE ANGLE:	3.00 / 3.00
46 CNTRLN-TDZ:	- / -
47 RVR-RVV:	- / -
48 REIL:	Y / Y
49 APCH LIGHTS:	/
OBSTRUCTION DATA	
50 FAR 77 CATEGORY:	C / C
51 DISPLACED THR:	/
52 CTLG OBSTN:	TREE /
53 OBSTN MARKED/LGTD:	/
54 HGT ABOVE RWY END:	85 /
55 DIST FROM RWY END:	2,478 / 0
56 CNTRLN OFFSET:	30L /
57 OBSTN CLNC SLOPE:	26.1 / 34.1
58 CLOSE-IN OBSTN:	N / N
DECLARED DISTANCES	
60 TAKE OFF RUN AVBL (TORA):	/
61 TAKE OFF DIST AVBL (TODA):	/
62 ACLT STOP DIST AVBL (ASDA):	/
63 LNDG DIST AVBL (LDA):	/
110 REMARKS:	
A 014 MANAGER@SANDUSKYCOUNTYAIRPORT.COM.	
A 017 UNATNDD MAJOR HOLDS; AFT HRS CALL 419-547-0131.	
A 070 100LL & JET A+ AVBL H24 SELF SVC VIA CREDIT CARD.	
A 081 ACTVT REIL RWY 06 & 24; PAPI RWY 06 & 24; MRL RWY 06/24 - CTAF.	
A 110-001 BIRDS & DEER ON & INVOF ARPT.	
A 110-002 FOR CD CTC TOLEDO APCH AT 419-865-1495.	

111 INSPECTOR: (S)	112 LAST INSP: 08/22/2024	113 LAST INFO RES: 06/09/1998
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West side of county





East side of county



Jan Commissioner's Agenda

1/8/26

- I. Placements
 - a. Current custody count: 48 in month of Jan – double what we have had in years prior to 2025.
 - i. New case end of the year
 - ii. 11 /congregate care, 11 / no cost kin placement, 3 TFC, 1 / no cost Medicaid placement
- II. Agency
 - a. Staffing

1/8/2026

[illegible]