**Meeting:** Board of Commissioners  
**Location:** Commissioners’ Board Room  
**Date:** 11/16/2017  
**Time:** 8:00 – 10:48 AM

**Present:** Commissioners: Charles Schwochow, President; Kay E Reiter, V-President; Scott Miller  
**Present:** Administrator, Theresa Garcia  
**Others Present:** Bill Hammer, Gary Kirsch, Andrew Mayle, Frank Gallucci III, Tim Braun

(*action items*)

<table>
<thead>
<tr>
<th>AGENDA ITEMS:</th>
<th>BRIEF DESCRIPTION/ACTION STEPS:</th>
<th>PERSON RESPONSIBLE:</th>
<th>DOLLAR AMOUNT:</th>
<th>MOTION/VOTE:</th>
</tr>
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<tbody>
<tr>
<td>Call to Order</td>
<td>Commissioner Miller led the pledge. Commissioner Schwochow did not arrive until 8:20am. He was attending the EDC meeting.</td>
<td>Charles Schwochow, President</td>
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<td>Pledge of Allegiance (8:00 am)</td>
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| Review & Approval of Commissioner Meeting Minutes, In-coming Mail Review & External Meeting Notices | The 11/9/2017 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices. | Charles Schwochow  
Kay E Reiter  
Scott Miller | | *Motion: Move to Approve 11/09/2017 Meeting Minutes: Moved by: Kay E Reiter  
2nd : Charlie Schwochow  
Yes – 3* |
| Review of External Board/Meetings Attended by Commissioners | Commissioner Reiter attended the Sandusky County Regional Planning meeting on 11/13/17. They are starting the process for new FEMA flood map discussion. ODNR is not happy with the new flood map. It looks like there will be rate decreases. There is a public open house on 12/7/17 from 5-7 at the Ottawa county courthouse to review the maps. Based off the changes Rice and Riley Townships have the most impacted areas. The census document forms that were needed to be completed should have all been turned in. John Willey will be attending on training on the new software program that has been established.  
Commissioner Miller attended a TMACOG water quality meeting on 11/9/17. They primarily talked about sources and concerns about the fish charters of lake Erie. They work primarily by Davis Besse and are putting blame on the farmers. Commissioner Miller did address the crowd and let them know that is not the only source.  
Commissioner Miller attended an Eagle Scout Ceremony on 11/11/17 and presented James Rathfleder with an accommodation from the County. He was proud to represent the County and presented him with a proclamation. James was very appreciative to have him there.  
Commissioner Miller met with Jim Hizer on 11/13/17 and Commissioner Schwochow met with him on 11/16/17 regarding the strategic planning for EDC. | Kay E Reiter  
Scott Miller  
Scott Miller  
Scott Miller  
Charles Schwochow | | |
### Review of External Board/Meetings Attended by Commissioners, cont.

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<tr>
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<tr>
<td>11/14/17</td>
<td>Commissioners all went on a Nutrient Bus Tour on Tuesday 11/14/17 with Soil and Water and the Farm Bureau. There was a large crowd and was very informative. They had several stops throughout the County and Northwest Ohio. They discussed soil conservation and what they are doing to help the environment.</td>
<td>Charles Schwuchow, Kay E Reiter, Scott Miller</td>
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<tr>
<td>11/15/17</td>
<td>Commissioners all attended an Agricultural Action for Clean Water in Wester Lake Erie Basin meeting on 11/15/17 at the Monroe Community College. They talked about watersheds to Lake Erie and health of Lake Erie.</td>
<td>Charles Schwuchow, Kay E Reiter, Scott Miller</td>
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<tr>
<td>11/15/17</td>
<td>On 11/15/17 Commissioners Reiter and Miller and Administrator sat in on a Factors Impacting Children Placement webinar regarding children’s services and foster care and placement costs. The information was somewhat shocking on some of the numbers that were presented. Three concerns are there is legislation that may require counties to pay for kinship care, the federal government is also looking at reducing the money that is being given to the counties. Forty-eight counties in Ohio have levies. It is projected in 2020 20 thousand children will be in children services care.</td>
<td>Kay E Reiter, Scott Miller, Theresa Garcia</td>
</tr>
<tr>
<td>11/14/17</td>
<td>Commissioners also attended a dinner meeting on 11/14/17 with the CCAO to talk about updates on status of items presented to the State and legislation to assist counties. Seneca County Commissioners also attended.</td>
<td>Charles Schwuchow, Kay E Reiter, Scott Miller</td>
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<tr>
<td>11/8/17</td>
<td>Commissioner Reiter went with Megan Kimberlin to a meeting on 11/8/17 at the Carey Middle School to observe a presentation by Brook Gibbs about how to deal with bullies. He talked to them about how to deescalate. FCFC is looking into having him present to Fremont City Schools.</td>
<td>Kay E Reiter</td>
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<tr>
<td>11/16/17</td>
<td>Commissioner Schwuchow attended the EDC meeting on 11/16/17. They talked about John Hizer interviewing everyone to get information for the strategic plan. Finance report talked about having some uncollected finance that needs to be removed because they all felt they would not collect this money. The campaign is being financed by al loan.</td>
<td>Charles Schwuchow</td>
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### Commissioner and Administrator matters of discussion.

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<td>The format of the commissioner’s minutes was discussed. The Commissioners wanted to make some changes to the format used. All three commissioners have used a different format through other boards and thought they would be much easier to read. The Administrator agreed the change would be good.</td>
<td>Charles Schwuchow, Kay E Reiter, Scott Miller</td>
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<td></td>
<td>Talked about the internship program at Terra and if it would be useful to this office. Unfortunately we would not need to have someone on a regular/part-time basis. The discussion was to talk to the schools and see if students needed some shadowing time.</td>
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**Motion:** Move to Approve

Minister format change

Moved by: Reiter

2nd: Miller

Yes – 3
The County Auditor talked about installing an ATM in the courthouse. The commissioner’s asked the administrator to talk to the local banks about the possibility of doing this and to reach out to the Auditor to let her know we will get the information.

John Willey reached out to the board about sending a survey to elected officials and department heads to find out how much their grants are based on census numbers. The Board agreed to help pass the survey out once he has it together.

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### Then/Now Documents

One certificate was presented from Common Pleas Court. They received the invoice late and a PO was not established. One invoice makes up this certificate.

- **Computer Man** - $99.00

Two certificates were presented from Board of DD. PO’s were voided due to non-usage and never received an invoice and no notice was given that payment wasn’t received. Two invoices make up these certificates.

- **Sandusky County Commissioners** - $196.79
- **Sandusky County Commissioners** - $3,476.45

*Motion: Move to Approve Then and Now certificates
Moved by: Miller
2nd: Schwochow
Yes – 3

### Personnel

Administrator requested to discuss personnel matters with the board.

A request to exit executive session was made.

Commissioner Schwochow, under the recommendation of the IT Director, would like to provide a pay increase to Atul Chopra of $3.00 with the understanding that $1.00 will come from EMA.

Gary Kirsch

*Motion: Move to Approve
Enter executive session
Moved by: Miller
2nd: Reiter
Yes – 3

*Motion: Move to Approve
Exit executive session
Moved by: Schwochow
2nd: Miller
Yes – 3

*Motion: Move to Approve
Pay increase
Moved by: Schwochow
2nd: Reiter
Yes – 3

### Travel Requests

None at this time
| **Woodville Township Trustee** | Bill stopped in to talk to the Commissioners about the Township EMS proposal. After discussion with the trustees and some of the citizens the township has decided to look into the levy and what they need to do with the dollar amount for the levy to sustain the EMS services as they currently are today. If the levy doesn’t pass they will have to act quickly to make decision on what they need to do with the current levy. If needed they would like to revisit the proposal with the hopes the help would still be there for the township. The Commissioners stated the County would still be willing to offer the Proposal. | Bill Hammer 8:30am – 8:45am |
| **Facility Management** | See agenda attachment A.  
When discussing the window tints the Administrator is working with SSOE on a film to put on the windows that would have the logo on the hallway side that would keep people from seeing in the office but would allow the occupant of the office to see who is in the hall.  
When discussing the radio equipment in Woodville court the Administrator talked to everyone about a call from Judge Fiser. She was concerned that when the AC unit was installed in the Room it may have an effect on her utility bills. Judge Fiser agreed to watch the utility bill and if the increase was significant the Commissioners would make adjustments. The Board agreed with this solution. | Ron Hiser – Director 9:00am- |
| **Andrew Mayle and Frank Gallucci III** | Prosecutor Tim Braun attended this meeting along with the board.  
A motion was made to enter executive session to discuss pending litigation.  
A motion was made to exit executive session.  
Prosecutor Braun requested materials to be sent to him for review. | Andrew Mayle and Frank Gallucci III  
Tim Braun |

*Motion: Move to Approve  
Enter executive session  
Moved by: Miller  
2nd : Reiter  
Yes – 3  

*Motion: Move to Approve  
Exit executive session  
Moved by: Reiter  
2nd : Miller  
Yes – 3
| *Resolutions (10:00 am) | 2017 – 365: Authorizing Establishment Of New Fund Within The Budgetary System Of Sandusky County Entitled; Justice Reinvestment & Incentive Grant (JРИТ), Assigned Fund #2066. | Charles Schwochow, President |  |
| 2017 – 366: Approving Supplemental Appropriation To DJFS WIA Fund For Payments To Other Agencies ($160,000.00) | Charles Schwochow, President | $160,000.00 |  |
| 2017 – 367: Authorizing The PERS Pick Up For The Employees Of The EMA Be Increased To Ten Percent (10%) In 2018 | Charles Schwochow, President |  |
| 2017 – 368: Approving Appropriation Transfer For DJFS From Supplies To Utilities For Expenses Through The End Of The Year ($1,000.00) | Charles Schwochow, President | $1,000.00 |  |

| Public Open Session | Citizen Attendees – none  
Media Attendees – Craig Shoup, News Messenger. Tom Fullen, WFRO  
Elected Officials – none |  |  |

| *Adjournment (10:48 am) | At 12:20pm the business concluded for the day. | Charles Schwochow, President |  |

*Motion: Move to Approve Resolution 2017-365  
Moved by:  
2nd:  
Yes – 3

*Motion: Move to Approve Resolution 2017-366  
Moved by:  
2nd:  
Yes – 3

*Motion: Move to Approve Resolution 2017-367  
Moved by:  
2nd:  
Yes – 3

*Motion: Move to adjourn  
Moved by: Miller  
2nd: Reiter  
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