**Meeting:** Board Of Commissioners  
**Location:** Commissioners’ Board Room  
**Date:** 12/5/17  
**Time:** 8:00 AM - 11:00 AM  

**Present:** Commissioners: Charles Schwochow, President; Kay E Reiter, V-President; Scott Miller  

**Present:** Theresa Garcia, County Administrator  

**Others Present:** Gary Kirsch, Atul Chopra, William Chambers, Craig Shoup  

### AGENDA 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>
</thead>
<tbody>
<tr>
<td>Call to Order Pledge of Allegiance (8:00am)</td>
<td></td>
<td>Charles Schwochow, President</td>
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<tr>
<td><em>Review &amp; Approval of Commissioner Meeting Minutes, In-coming Mail Review &amp; External Meeting Notices</em></td>
<td>The 11/30/17, 12/1/17 and 12/4/17 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.</td>
<td>Charles Schwochow, Kay E Reiter, Scott Miller</td>
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<td>Commissioners and County Administrator Discussion</td>
<td>The Commissioners worked on ending budgets for 2017 and budgets set by the Commissioners for 2018. Cross fund report for general fund was run and the balance is positive. The Commissioners want this report run every Thursday for review.</td>
<td>Charles Schwochow, Kay E Reiter, Scott Miller, Theresa Garcia</td>
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<tr>
<td><em>Then/Now Documents</em></td>
<td>None at this time</td>
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<tr>
<td><em>Personnel</em></td>
<td>None at this time</td>
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<tr>
<td><em>Travel Requests</em></td>
<td>None at this time</td>
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</table>
| IT Department (9:00am) | IT Staff - Gary began the meeting asking for additional time for Great Lakes to assist with IT projects. Atul Chopra, Communication Specialist, brought up the audio project for the court rooms. They reached out to three different vendors to receive quotes on wireless audio for all the courtrooms. Atul has received one quote to date and is waiting for the other two. Once all the quotes have been reviewed it will take three to four weeks to install the system. They have notified each vendor that they will most likely have to install after hours. Commissioner Reiter asked about the contract with the City of Fremont. She requested a report on how many hours are being worked and who is working with them. They are through the two worst issues the City had and now they are bringing them up to speed with where they should be to date. Gary has been working with them. When contracting with the City the cost included an additions full-time employee and a part-time employee as well as and administrative fee. They have to update their mail service server and once that is done they should be able to cut back. The Commissioners asked the staff to make sure when discussing sensitive issues they make sure that things that need to be kept confidential are kept confidential. The next major project here is the exchange server. They did want to make sure that the Commissioners know that the staff from Facility Management were a tremendous help when they moved the servers back over to the courthouse. Atul and Will have been working with Lisa Kuelling, EMA Director, with the 911 conversion. They have been working on any cabling they need to do ahead of time where needed. When they need to work on this full time Gary will be done with Fremont. Commissioner Miller asked about the Drug Task Force and how things were coming setting them up. There is some issues with phone and computer systems. Gary informed the Board it is difficult because they are using two systems and they need to make some decisions. Commissioner Reiter asked the Administrator to set up a meeting with the Drug Task Force to get an update. Commissioner Reiter than asked about what there thoughts were on the possibility of a combined Dispatch Center with City of Fremont on the County. They are in the loop and can move forward as soon as a decision is made. | Gary Kirsch - Director
Atul Chopra - Communication Specialist
Will Chambers - IT Specialist |

| *Resolutions (10:00am) | 2017 – 398
APPROVING APPROPRIATION FROM FACILITY MANAGEMENT BENEFITS ($12,390.00) AND WAGES ($2,700.00) TO OTHER FINANCE

2017 - 399
AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY RECORDER FOR 2018 | Charles Schwochow, President $12,390.00 |

*Motion: Move to Approve
Moved by: Kay E Reiter
2nd: Scott Miller
Yes - 3

*Motion: Move to Approve
Moved by: Charles Schwochow
2nd: Kay E Reiter
Yes - 3
<table>
<thead>
<tr>
<th>Resolution</th>
<th>Description</th>
<th>Motion</th>
<th>Moved by</th>
<th>2nd</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-401</td>
<td>Awarding bid to Kokosing Construction Company of Elyria OH for the Napoleon and CR 90 Road Improvement Project</td>
<td>Move to Approve</td>
<td>Charles Schwochow</td>
<td>Kay E Reiter</td>
<td>3</td>
</tr>
<tr>
<td>2017-402</td>
<td>Approving Supplemental Appropriation to Indigent Driver Interlock Fund for End of Year Invoices and to Correct a Negative Balance ($6,000.00)</td>
<td>Move to Approve</td>
<td>Charles Schwochow</td>
<td>Scott Miller</td>
<td>3</td>
</tr>
<tr>
<td>2017-403</td>
<td>Approving Supplemental Appropriation to Engineers Reimbursement Fund from Nexus Pipeline Money to Reimburse Townships Share of Access/Drive Permit Costs ($19,000.00)</td>
<td>Move to Approve</td>
<td>Charles Schwochow</td>
<td>Scott Miller</td>
<td>3</td>
</tr>
<tr>
<td>2017-404</td>
<td>Approving Supplemental Appropriations to County Wide Supplies for Year End Postage ($15,000.00) and to Public Defender ($50,000.00) for Year End Reimbursements</td>
<td>Move to Approve</td>
<td>Charles Schwochow</td>
<td>Kay E Reiter</td>
<td>3</td>
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Public Open Session:
- Citizens Attendees: none
- Media Attendees: Craig Shoup, News Messenger
- Elected Officials: none

Adjournment (11:00am):
- At 11:00am with business being completed the Commissioners adjourned for the day.

Signature of:
- Charles Schwochow, President
- Kay E Reiter, Vice President
- Scott Miller

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