

Minutes for Tuesday, May 14, 2019

Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, The PARTICIPATION AGREEMENT REGARDING THE USAGE OF LOCATION SERVICES FOR INCARCERATED PARENTS THROUGH APPRISS, INC. as of July 1, 2019 through June 30, 2020, by and between the County Commissioners Association of Ohio Service Corporation (“CCAOSC “), an Ohio for-profit corporation and the Putnam County Child Support Enforcement Agency Ohio has been presented to the Board of Commissioners. and

WHEREAS, The Board of County Commissioners have reviewed the contracts. now therefore, be it

RESOLVED, The Board of County Commissioners does hereby approve the PARTICIPATION AGREEMENT REGARDING THE USAGE OF LOCATION SERVICES FOR INCARCERATED PARENTS THROUGH APPRISS, INC., as of July 1, 2019 through June 30, 2020, by and between the County Commissioners Association of Ohio Service Corporation (“CCAOSC “), an Ohio for-profit corporation and the Putnam County Child Support Enforcement Agency Ohio

Mr.Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent

Comm. Jrl. 113, Page 423

Mr. Lammers moved the adoption of the following Resolution:

BE IT RESOLVED, That per the request of The Board of County Commissioners for the purpose of the Ditch Maintenance Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
15 A 15A, Advance Out	R 5, Advance In	\$20,000.00
	(Advance for Ditch Maintenance Fund)	

Mr. Schlumbohm seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent

Comm. Jrl. 113, Page 424

Mr. Lammers moved the adoption of the following Resolution:

WHEREAS, The Putnam County Commissioners received a request from the Community Corrections Department to establish appropriation lines for Fund 103, Community Corrections for Community Corrections Act grant. now therefore, be it

RESOLVED, The Board of County Commissioners does hereby request the Putnam County Auditor to add the following appropriation line:

103 SA-20 Salaries & Fringes
103 TRN-20, Training and Transportation
103 SU-20, Supplies
103 CS-20, Contract Services

Mr. Schlumbohm seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 113, Page 425

Mr. Schlumbohm moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam, Ohio, that to provide for the unanticipated revenues for the fiscal year ending December 31, 2019, the following sums be and the same are hereby appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 103, Community Corrections
103 SA-20, Salaries & Fringes.....\$84,362.00
103 TRN-20 Transportation & Training.....\$2,400.00
103 SU-20, Supplies.....\$1,760.00
103 CS 20, Contract Services.....\$3,240.00

Mr. Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 113, Page 426

Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, The Board of County Commissioners received a resolution dated May 8, 2019, signed by the Putnam County Board of Developmental Disabilities.
And

WHEREAS, Said resolution states that the Putnam County Board of Development Disabilities requests that the Putnam County Commissioners renew the .50 mills existing levy on the November 5th ballot, which must be certified to the Board of Elections 90 days prior to the election.
now therefore, be it

RESOLVED, The Board of County Commissioners does hereby approve the resolution to declare it necessary to levy a tax in excess of the ten mill limitation.
Mr. Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 113, Page 427

Now and Then Purchase order
County General.....purchase order 38934

Mr. Lammers moved to approve the then and now purchase orders.
Mr. Schlumbohm seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Exceptions: Mr. Lammers Mr. Schlumbohm Mr. Schroeder
Comm. Jrl. 113, Page 428

Purchase orders and travel requests

Public Assistance.....Blanket purchase order for Medicaid Transportation for \$ 10,000.00.

County General....Purchase order to Deere & Company for Frontier BB5060 Standard Duty Box Blade for \$ 830.81.

Common Pleas....Travel request for Judge Keith Schierloh to attend the 2019 OCPJA Summer Conference in Cincinnati June 19-21, 2019 with expenses for mileage, meals, lodging, registration, parking and other totaling \$ 1161.80.

CDBG.....Purchase order to Hillard Craft & Sons for change order for Yoakum for \$ 865.00.

Capital Improvements.....Purchase order to Ward Construction for paving the Airport driveway for \$ 5600.00.

Sheriff/Jail.....Travel request for Chris Slick, Rick Emery, Krista Ducat, Marjorie Vanderpool to attend the CIT Training in Lima June 3-7, 2019 with purchase order for \$400 for registration. Travel request for Amy Niese to attend Basic Training in Richfield May 15-16, 2019 with purchase order for \$ 150.00 for lodging and parking.

Mr. Lammers moved to approve the purchase orders and travels requests.

Mr. Schlumbohm seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent

Exceptions: Mr. Schlumbohm none Mr. Schroeder Mr. Lammers none

Mr. Schlumbohm called the meeting to order with Mr. Lammers by reciting the Pledge of Allegiance.

Commissioners Schlumbohm and Lammers met with Jacob Fry to discuss some insurance needs. They are supplemental benefits to employees at no cost to the County. The Commissioners explained our current insurance. The Commissioners will be going out of bids later this year for insurance. Jacob proposed a permanent life insurance option as a supplemental insurance. It would gain cash value over time and could be set up as a payroll deduction. Life insurance can only be done through payroll deduction but there are other options. The auditor's office is not interested in setting up payroll deduction for additional insurance. There is a return premium feature. Jacob would like the Commissioners to allow him to talk to the employees. The Commissioners will present this to the elected officials to see what interest there would be. Jacob would also be interested in being a provider for the County.

Sheriff employees Brian Siefker, Brent Meyers, Brandi Anspach, Staci Schroeder, Brad Nelson met with Commissioners Schlumbohm and Lammers to discuss the budget. Sheriff office budgets was reviewed. All the expense line totals will be carried over and the changes would be needed for wages. The Commissioners said the increase for wages will be figured later. Mr. Lammers has presented the penny plan to all departments to drop a penny for every dollar in the budget next year. Mr. Schlumbohm asked about a transfer that took place from gasoline to Uniforms. It was explained that there is employee turnover and new uniforms are needed for the new hires. Stacy added that the wages for the jail should be adequate due to some employee leaving and new employees coming in at a lower rate. But uniforms are required to be supplied for all employees. If there are funds in a line not being used it can be transferred to another line wherever it is needed. The Commissioners would like to see a quarterly report from the Sheriff's office to monitor the spending. The process for creating the budget will be changing due to the change in personnel in both offices. The turnover in personnel was discussed. We are still housing out of county prisoners even though we are charging more than other counties. A decrease in day rates was discussed to attract more Counties to house prisoners. We are at about 60% capacity currently at the jail. It was reported that Sheriff deputies were reported as being very courteous. Workforce Development was also discussed and the staffing levels. Staci brought up that if the capacity at the jail increases there would be a need for replacement items in the kitchen at the jail all the current items are original (mixer, dishwasher etc). The jail building is in need of more maintenance so some possible capital improvements would be needed. The Commissioners said to make a wish list for needed improvements. New vehicles were requested and it was suggested to replace two per year. The Commissioners will cover the new vehicles The equipment for the new vehicles will have to be covered by the Sheriff. The equipment funding was discussed and the possibility of decreasing by \$10,000.00 or using those funds to replace the kitchen items. Staci asked about shredding services for the records retention

The business agenda was held with Commissioners Schlumbohm and Lammers; Cindy Landwehr, Clerk.

Commissioner Schroeder arrived at the office.

Tim Schnipke met with Commissioners Schroeder, Schlumbohm and Lammers to discuss a sink hole that was found in Sewer Dist. #1. Tim showed the Commissioners the location of the hole according to the plan map. It is over the sewer line it could be a field tile. There is infiltration somewhere. The nearest resident has noticed this hole for the past month or so. There is a manhole in the line with the hole. The property is owned by Nelson Trailers. The Village will be contacted to see if it can be camera'ed to rule out if it is the sewer line. Tim also informed the Commissioners about going to Matheson Tri-Gas to get the tanks refilled much cheaper and they will come and exchange them for us. The roof start date for the Ag Complex is May 20th due to weather. The auction will be this coming Saturday. The impeller on the Sewer Dist #2 pump will be replaced this week. The pumps have not been properly maintained that past few years. And hopefully with these upgrades the system will work better more efficiently.

Judge Chad Niese met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the budget. Chad was waiting on his figures to confirm his wages since he had a retirement at the beginning of the year. There is grant funding to help with the wages also. Chad presented figures to give raises to the current employees starting in June and still be within the appropriated amounts due to the supplemental grant funding. It would be difficult to replace

Ryan at this point with the experience needed. And Mary Ellen's replacement is working part time and not full time. Chad feels his employees are deserving of raises and have worked for them. Providing the grant funding does not change plus the county portion the funding for Municipal Court is sufficient. The Municipal Court must be signed off by the Board of Commissioners. The bailiffs are provided by the Sheriff's department as long as the grant funding is in place, once the grant funding is gone then a bailiff would need to be hired. The Commissioners are asking if the County cost of living raise would still be given over and above the raise given by the Judge. The Judge believes this raise has been earned and is justified. This grant is for wages only, there is another grant for supplies and other expenses. The County portion of the Municipal budget is going to be less due to the grant funding available. The probation is an option rather than going to jail. He can monitor the offender longer on probation than them going to jail for six months. Once their jail time is complete the monitoring is over until the next offense. Without probation no one is monitored for going to counseling or staying clean. A resolution will need to be done to grant the raises for the probation employees. The Judge submitted his budget figures of his requested amounts and the reasoning for them. The Commissioners must pay whatever the costs are some line items cannot be cut.

The minutes from Thursday, May 9, 2019 were reviewed and approved.

Mr. Lammers moved to adjourn for lunch.

Mr. Schlumbohm seconded the motion.

Vote Lammers yes Schlumbohm yes Schroeder yes

Commissioners Schroeder, Schlumbohm and Lammers returned from lunch.

Commissioners Schroeder, Schlumbohm and Lammers discussed the Ottawa Waterworks usage bills for the sewer districts and the county's portion of the bills.

Commissioners Schroeder, Schlumbohm and Lammers met with Mike Lenhart to discuss 2020 budget. The issue with Teffenhardt's drainage was discussed. The tax map portion of the budget was covered first, since it is out of County General. The conveyance fees goes into tax map funds. In The past there were three tax map personnel for the County currently there is one person doing tax maps. Mike explained the difference between the survey tax maps and the GIS tax maps, there are gaps that cannot be covered if combining them. The searching for corner pins or stones was discussed and the setting of GPS points. The conveyance fees generated throughout the years were reviewed and compared to the tax map expenses. The conveyance fees have been covering the tax map salaries and expenses. CEO does an annual wage study and Putnam County is not at the bottom. A request of giving the tax map person a raise was made. The Commissioner are concerned about personnel costs. It was thought that the previous Engineer paid some tax map personnel out of A L & Gas funds rather than tax map funds. The supplies expense are more this year due to purchasing a new computer and a three year software subscription. The Commissioners are concerned about giving an additional raise over the County wide raise that more people will also want a raise. Mike was going to give the raise in steps not all at once. If the raise is given this year there may be more funding needed to be appropriated. The Auto License & Gas budget was reviewed the changes in the revenue were reviewed in relation to the new permissive, license and gas taxes. With the increase in the taxes there will be more funding for road and bridge repairs. There is a Local Bridge program were some funding is available for certain bridge projects about every

four years. About \$6 million of grant money has been received by the County for projects. Road M will be resurfaced next year from Old 65 to the quarry. With the increased revenue the contracts for road and bridges will increase. The Commissioners mentioned the drainage issues at the churches along 224. Mike did talk to Paul Lehman at ODOT about the catch basin and the culvert that goes under the road. Paul was going to look at it.

Russ Bales and Wendy Dunahay from the Village of Ottawa met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the billing for sewer district #2. The Commissioners questioned the computation of the bill. The pumps have not been working properly for the past few months. The pump has been running but the water was not being treated because it was not pumping water. The pumps did not go bad overnight it was believed to be progressive. Once the repairs are done on the pumps we should see a difference in the reading of the pumps. Mr. Bales recommended a periodic maintenance schedule for the pumps. The Commissioners are taking care of that. According to the monthly readings on the bill it shows a drastic increase in the pump running from October to November. Which is when the Commissioners believe the pump went bad. Wendy explained that the bills have been averaged since she started with the village so the actual readings have not been being used. The bills are averaged from both of the pumps when only one of the pumps was being used. The average amounts used for the most recent months are erroneous readings. Mr. Schroeder said previously the Village took care of notifying the County of any maintenance needed, that was no longer being done. Jack Williams did agree to helping with smoke and dye testing of the system to fix any issues that are needed. Mr. Bales said since a storm sewer is not in place for that system there would be infiltration. The Commissioners will be matching pumps for the system with the pumps that the Village already uses in their other systems. The Commissioners are working to fix this system and trying to save the residents from paying for some of the negligence of the system. The Commissioners are willing to work with the Village to fix the system so the system can be turned over to the Village. The Commissioners are asking the Village for a full year of readings to eliminate the use of false readings for the average. The Commissioners were not aware of the high spikes in the bills until recently. The Commissioners are trying to make the repairs needed to bring the systems up to grade.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Schroeder seconded the motion.

Vote: Lammers yes Schlumbohm yes Schroeder yes

Mr. Lammers moved to approve the minutes as read from Tuesday, May 14, 2019.

Mr. Schlumbohm seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder yes