

Minutes, Tuesday, April 20, 2021

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, 2021, 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 058, HAVA Grant

58 HA 20, HAVA 2020\$ 7.63

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 230

Mr. Schroeder 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, 2021, 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 001

For Board of Elections:

3 A 3A, Stationary and Supplies.....\$ 200.00

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 231

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 Airport Construction Grant 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, Advances Out	57AI, Advance In	\$ 6,210.00

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 232

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, 2021, 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 150, Muni Court Special Projects

150 EXP, Expenses.....\$ 350.00

Mr. Lammers seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 233

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, 2021, 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 120, Emergency Medical Services

120 EQ1, Equipment.....\$ 35,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 234

Mr. Schlumbohm moved the adoption of the following Resolution:

And be it RESOLVED

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2021, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 004, Child Support Enforcement (2 B 35, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$26,386.52

(Jan 2021 through Mar 2021)

And be it further RESOLVED

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2021, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 003, Children Services (SS 13, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$ 68,597.87

(Jan 2021 through Mar 2021)

And be it further RESOLVED

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2021, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 039, Workforce Investment Act (39 TO, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$ 9,417.85

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 235

Mr. Schroeder moved to approve signing the renewed Lease agreement with VOCA Corp. Rescare of Louisville, KY for the homes on Rd 13-G starting June 1, 2021 for a three year term for \$ 8,170.20 per month.

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 237-238

Mr. Schroeder 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, 2021, 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 039, WIA

39 AD, Adult.....\$ 9,478.00

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 236

Mr. Lammers moved the adoption of the following Resolution:

WHEREAS, Sealed bids for the replacement of the domestic water supply at Putnam County Board of DD-Brookhill Center Administration building were opened and tabled on the 25th day of March, 2021.

and

WHEREAS, The following bids were received:

Contractor	bid bond	bid addedum	Bid amount	Revised Date
Dimech	included	acknowledged	\$232,000.00	100 days
All-Temp ABC	included	acknowledged	\$244,769.00	5/1/2022

now therefore, be it

RESOLVED, Upon the recommendation of the Board of Putnam County Developmental Disabilities, the Board of County Commissioners does hereby award the bid to Dimech based on their submitted bid.

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 239

Now and Then Purchase orders

ADAMHS.....Purchase order 42362

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

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Exceptions: Mr. Schlumbohm Mr. Schroeder Mr. Lammers
Comm. Jrl. 116 , Page 240

Purchase orders and travel requests

Ditch Maintenance.....Purchase order to J & M Excavating for work on the Paul Langhals Dt # 795 for \$ 8000.00.

Board of Elections.....Purchase order to NGP Printing Professionals for click pens for \$ 200.00.

HAVA GrantsPurchase order to Office of Secretary of State to return of unspent HAVA 2020 Funds for \$ 21,208.67.

General Ditch.....Purchase order to Kahle Excavating for work on the Ron Ellerbrock Dt. #989 for \$ 3,200.00.

Sheriff/FOJ.....Travel request for Brian Siefker, Brad Nelson, Aaron Giesige, Gary Deitrick, and Mark Doster to attend the BSSA Spring Seminar in Columbus May 18 through 20, 2021 with all expense covered by FOJ.

EMS.....Blanket purchase order for office supplies for \$ 600.00. Blanket purchase order for heavy rescue maintenance for \$ 1000.00. Blanket purchase order to Ambulette maintenance for \$ 1000.00, Blanket purchase order for other expenses for \$ 2000.00. Purchase order to Stryker for power cot & loan system for \$ 44,417.22.

Veteran Services.....Blanket purchase order to other expenses for \$ 10,000.00.

Mr. Schlumbohm moved to approve the purchase orders and travel requests.

Mr. Schroeder seconded the motion.

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

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

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

Commissioners Schroeder, Schlumbohm and Lammer held discussions on TID creation for the County and the sales tax renewal. Regarding the sales tax renewal Commissioner Lammers had figures to show that there would be a carryover for the 2021 year. The Commissioners are discussing the fact of whether the County needed the funds for future expenses and improvements to buildings. There is a carryover but the amount does fluctuate. If the budget can be balanced without the carry over then the renewal is not needed. The Commissioners are differing in opinion that it is too early to drop the sales tax. The Commissioners want to know if they could just approve the renewal for one year and if they could rescind it before the five years is up? The Department of Taxation will be consulted. Commissioner Lammers believes that there is an increase of funds coming with the stimulus and COVID money and solar farm payments. The decision on the renewal will be held off until Thursday.

The creation of the Transportation Improvement District was discussed the Commissioners proposed having the three Commissioners, the Engineer and the County's Grant Coordinator sit on the TID committee to retain the control and oversight initially. It was thought that Ottawa would be the primary user of the TID, possibly Leipsic or Kalida also. The main goal of the TID is to create and retain jobs. The Commissioners want to make sure the liability of the committee is covered under the County's liability insurance also. The Commissioners are in favor of the creation of the TID committee for the County.

Kevin Niese of Technicon Design Group will be coming in May to present what he has put together so far on the building study.

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

The minutes from Thursday April 15, 2021 were reviewed and approved.

Mike Boaz of Board of D/D called in to talk to Commissioners Schroeder, Schlumbohm and Lammers regarding the bids for the domestic waterline replacement. Mr. Boaz brought up Di-mech accepting the bids for the project. Mr. Boaz brought up the investment that Board of D/D has in the Brookhill property. The Commissioners said a 10 year period was suggested. Mr. Boaz wanted to confirm that any investment put in to the property would be able to be returned if the lease was dissolved prior to the agree upon date. Mr. Lammers proposed taking out the 90 day notice language out of the lease. Mr. Boaz will take that back to his board and attorney for review. The Board of D/D would like to have some security in the property depending on any personnel changes within the Commissioners' office and Board of D/D in the future. Whatever the replacement value of the property would be is what the Board of D/D would want. Since the

water system is getting replaced the Commissioners will give them 10 years. After further discussion an answer will be shared with the Commissioners.

The Commissioners were served with papers regarding a lawsuit with a past Board of D/D employee. Said employee was retired prior to the transfer of Brookhill to a private entity and was not allowed to be on the PERS any longer or make any contributions. All contributions made after the transfer were returned to the past employee.

Kim Redman, Clerk of Courts, Judge Niese and Judge Schierloh met with Commissioners Schroeder, Schlumbohm and Lammers to discuss her 2022 budget. In next couple years she is going to have a few people that are going to be leaving. She will need quality people and wants to know how we can be more competitive. She reached out to other counties for wages, looked at inside our county and private sector and put all the information together for the commissioners to review for comparison of wages. The counties chosen were comparable to Putnam in demographics and population. The information shows the Clerks' wages in comparison to other County offices as well as other Counties. Judge Niese's staff work for him as well as cover the Clerk's office, unlike Judge Scheirloh's staff who work primarily for him. The judges are concerned with having quality staff and employees that can serve the position when and where needed. The Commissioners observe that the current employees are happy with their jobs and the pay they are getting. Kim reiterated that they are comparing to the private sector. She has had to promise a higher wage after the probationary period to get the employee to stay. Judge Niese said employee retention should also be a concern for the Commissioners. Kim stated to have a full training period it would cover a two-year period. Commissioner Lammers stated there was an employee who was hired recently and took a pay cut to work for the County. Kim reviewed that her department is in general \$2 per hour lower than other departments. Commissioner Lammers confirmed the Commissioners' office eliminated a position and the other staff took on the additional responsibilities to justify the giving of additional raises for their employees. Judge Niese explained that there is constantly changing forms and orders that the staff must keep up with continuously, their responsibilities are changing and growing also. It was asked if a classification system would work better for a basis of a pay scale. The job classification system may limit the interchanging of employees. Kim confirmed her thoughts of a classification system would be pay grades. Commissioners asked if a starting wage of \$15 is given how will the other employee not making at least \$15 would be treated. Kim proposed a progression showing her employees moving into retirement age getting an increase to compensation for the \$2 deficiency to get them within the range of the other county employees. Her comparison is based on years of service. Kim is asking for an additional money for 2022 to cover the deficiencies for current employees. Kim said she feels the \$2 increase would be acceptable to get the employees to more comparable wages. Commissioners think this will spark all other offices to come and ask for more increases also. Commissioners know that people who have been here for 20+ years are not leaving, they do feel workforce retention is a factor, new hires are more likely to leave once they get experience and training. The midrange people would be justified to get an increase. Commissioner Lammers explained the elimination of positions and distributing the duties to other retained employees to justify the increased wages. Judge Scheirloh proposed a \$1 increase for the longer term employees rather than the \$2 increase for all. The disproportionate pay scale has taken years to be created and the resolution will not happen overnight. Commissioner Schroeder proposed a proportionate

method to even out the pay scale, and some departments have other funds to use for payroll. Some job qualifications were brought up and one position was questioned that only required a high school diploma and was getting paid a higher rate than a position requiring an associate's degree. Judge Niese said the Commissioners should be concerned about losing the higher paid employees who could go to a neighboring county that happen to pay higher. Commissioner Lammers has not seen any employees leave the County due to pay. He has seen that the employees are dedicated to their jobs and to the County. The Commissioners want to review the options that have been proposed to even out the pay scale for the Clerk's employees. Commissioners Schroeder proposed a solution to last multiple years rather than in one year, something more gradual. Another meeting will be needed after review of the options and proposals. Judge Niese and Schierloh left the meeting. Kim wants it to be fair. She is asking for additional funds for the general fund, she does have the title funds but still wants to keep some funds set aside if needed for additional expenses. The Commissioners asked for Kim's opinion of having a tiered pay scale for reaching certain milestone marks for employment. The Commissioners do not know what every employee does within the courthouse. Kim explained the Title office is still under COVID protocol for the issuance of passports, the Commissioners were not aware of that. Kim thinks the increases would be fair. Commissioners do not agree with the \$2 across the board increase for all the court employees. The department heads must be disciplined with their budgets to get fair increases for all employees. Commissioners do recognize increase are needed for the Clerk of Courts employees.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Schroeder seconded the motion.

Vote: Schlumbohm yes Schroeder yes Lammers yes

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, April 20, 2021.

Mr. Schroeder seconded the motion.

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