

Minutes Tuesday May 18, 2021

Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, The Engineer, Michael L. Lenhart, has deemed it necessary to advertise for sealed bids for the County's Pavement Marking for the year 2021;

Now therefore, be it

RESOLVED, The Board of Commissioners will receive sealed bids for County's Pavement Marking for the year 2021 on Thursday, July 1, 2021 at 10:30 a.m.;

And be it further

RESOLVED, specifications are on file in the Putnam County Engineer's Office and may be obtained by contacting the Engineer's Office between 8:30 a.m. and 4:30 p.m. Monday through Friday, or by logging onto <https://putnamcountyohio.gov/bid-info/> and downloading the Bid Document. Each bid shall contain the full name and correct address of every person, firm or company interested in the same and should be accompanied by a certified check or cashier's check upon a solvent bank in the amount of ten (10%) percent of the bid, payable to the Board of County Commissioners, or a bond executed by a surety company authorized to do business in Ohio, for a sum equal to the amount of the bid submitted, as guarantee that, if the bid is accepted, a contract will be entered into and its performance properly secured;

And be it further

RESOLVED, The Board of County Commissioners reserves the right to reject any or all bids submitted.

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 268

Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, The Engineer, Michael L. Lenhart, has deemed it necessary to advertise for sealed bids for the County's Paving & Chip Seal Program for the year 2021;

Now therefore, be it

RESOLVED, The Board of Commissioners will receive sealed bids for County's Paving & Chip Seal Program for the year 2021 on Thursday, July 1, 2021 at 11:00 a.m.;

And be it further

RESOLVED, specifications are on file in the Putnam County Engineer's Office and may be obtained by contacting the Engineer's Office between 8:30 a.m. and 4:30 p.m. Monday through Friday, or by logging onto <https://putnamcountyohio.gov/bid-info/> and downloading the Bid Document. Each bid shall contain the full name and correct address of every person, firm or company interested in the same and should be accompanied by a certified check or cashier's check upon a solvent bank in the amount of ten (10%) percent of the bid, payable to the Board

of County Commissioners, or a bond executed by a surety company authorized to do business in Ohio, for a sum equal to the amount of the bid submitted, as guarantee that, if the bid is accepted, a contract will be entered into and its performance properly secured;

And be it further

RESOLVED, The Board of County Commissioners reserves the right to reject any or all bids submitted.

Mr. Lammers seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 269

Mr. Lammers 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 sum be and the same is hereby appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 075, Computerization-Clerk of Courts

75 MI, Miscellaneous.....\$ 7,000.00

Fund 080, Computerization-County Court

80 MI, Miscellaneous.....\$ 42,071.00

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 270

Mr. Schlumbohm moved the adoption of the following Resolution:

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 County General

15 A 15A, Advances Out....\$ 6,700.00

(For Ditch Maintenance)

and also

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	\$ 6,700.00

(Advance for Ditch Maintenance Fund)

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 271

Mr. Schlumbohm moved the adoption of the following Resolution:

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 006, Public Assistance (H 35, Transfer Out).....to..... Fund 003, Childrens Services (SS13, Transfer In).....\$ 1,619.00

Mr. Schroeder seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 116 Page 272

Mr. Lammers moved the adoption of the following Resolution:

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 057 Airport Construction Grant

57 AO, Advance Out.....\$ 84,595.01

(Advance back to County General)

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>
57 AO, Advance Out	A 25A, Advance In	\$84,595.01

(Repay Advance from Jan '21)

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
 Comm. Jrl. 116 Page 273

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 001, County General

9 C 9D, Other Expense.....\$ 40,820.52

(cost allocation)

Mr. Lammers seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
 Comm. Jrl. 116 Page 274

Mr. Lammers moved the adoption of the following Resolution:

BE IT RESOLVED, that per the request of the Putnam County Commissioners for the purpose of the Sewer District No. 2 Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Q 40 A, Advance Out	A 25A, Advance In	\$ 5,500.00

(Repay County General for Advance in Sept 20')

Mr. Schlumbohm seconded the motion

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
 Comm. Jrl. 116 Page 275

Now and Then Purchase orders

Muni Court.....purchase order 42723

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

Vote: Mr. Schlumbohm yes Mr. Schroeder yes Mr. Lammers yes
Exceptions: Mr. Schlumbohm Mr. Schroeder Mr. Lammers
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Purchase orders and travel requests

Muni Court-Clerk.... Travel request for Kim Redman to attend the Ohio Clerks Assoc Summer Conference in Berlin, OH June 15-17, 2021 with expenses for mileage, lodging and meals totaling \$ 438.60.

Veteran Service Commission....Blanket Purchase order for Memorial Day 2021 for \$ 7000.00. Blanket purchase order for Veteran Hospital Transportation for \$ 10,000.00.

EMS.....Blanket purchase order for vehicle maintenance for \$10,000.00.

Board of Elections.....Travel request for Karen to attend the Northwest Regional meeting at Sauder Heritage Inn, Archbold on June 28, 2021 with expenses for mileage and registration for \$ 52.60.

Children Services.....Purchase order to Emilie Scarbrough for adoption assistance for \$ 1,400.00.

Capital Improvement.....Purchase order to Ottoville Hardware & Furniture for new floor covering at Health Dept bldg. for \$ 24,234.31.

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 Cap Imp po Mr. Schroeder Cap Imp po Mr. Lammers Cap Imp po

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

Commissioners Schroeder, Schlumbohm and Lammers and Alaina Siefker discussed the possibilities of opening the recycling center on Saturdays.

Kim Redman met with Commissioners Schroeder, Schlumbohm and Lammers to discuss employee compensation.

Mr. Lammers moved to go into executive session with Commissioners Schroeder, Schlumbohm and Lammers and Kim Redman to discuss employee compensation for the Clerk of Courts department.

Mr. Schlumbohm seconded the motion.

Vote Schlumbohm yes Schroeder yes Lammers yes

The Commissioners went back on record at 9:35 a.m. No decisions were made.

The Commissioners discussed increasing the compensation line in the budget for Clerk of Courts and Title Dept with 50% of increase to be covered by Title surplus. The compensation for last half of year will be increased. The figures will have to be adjusted accordingly.

Tim Schnipke stopped in to inform the Commissioners of some damage at the Fairgrounds a hydrant was hit. And Glen Arnold drug the manure spreader through the paved parking lot with the knives down and cut into the pavement in multiple areas. The areas will need to be repaved to repair. The Commissioners will talk to Glen see if there is liability insurance that would cover the repairs.

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

The minutes from Thursday May 13, 2021 were reviewed and approved.

Ann Westrick called in to talk to Commissioners Schroeder, Schlumbohm and Lammers regarding community service projects for the juvenile probation clients. Ann proposed doing some work at the Fairgrounds and having the kids clean up trash and other odd jobs at the Fairgrounds. The Commissioner gave Ann contact info for Nathan Meyer to set up to get jobs done.

Kevin Niese and Gillian Stechschulte of Technicon Design Group met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the proposed county office building. Kevin has contacted all the offices within the upper floors of the courthouse and collected info for size and square footage needed. Kevin also collected the same info from the offices located within the Annex building. The Auditor, Treasurer and Recorder would stay together since they work hand in hand. Kevin suggested adding the DMV for office space if there is space available for them. Kevin presented plans to relocate the offices into the Courthouse and moving departments around. There are new building plans for the offices that are moving including a new Assembly Room/meeting room. The location of the new building was discussed with a few different location options within the vicinity to the courthouse. The new building is proposed as a two-story with a public area to approach each office. Rough schematic was presented to the Commissioners for review. The cost of the building was discussed, the current pricing is uncertain for fixing a final cost for the project. Commissioner Lammers asked about a smaller building just to rehome the offices from the Annex. Commissioner Schlumbohm stated no other building should be on the lot with the courthouse, since it is a historical building. If the building is connected to the courthouse, then the one security desk could be used as well as the handicap entrance. The Commissioners will review the plans that were presented, they will have to come to a decision one way or another. The cost of limestone for the facade would be double the price.

Kevin brought up the new building proposal for the Fairgrounds. He had a rough sketch for that building also. The grandstand was brought up. There are some concerns with the current grandstand but nothing alarming. The roof structure was in question. It was thought the roof was replaced when the press box was added. There are some areas in the roof that need repair. The Commissioners asked about replacing the grandstand and if plan could be drawn up. Kevin asked about a forensic engineer report on the grandstand. The Commissioners were uncertain about the engineer report, they want to know the cost for that service. The Commissioners will review the plans that were submitted and discuss at a future time.

Mr. Lammers moved to adjourn for lunch.

Mr. Schlumbohm seconded the motion.

Vote Schlumbohm yes Schroeder yes Lammers yes

The Commissioners resumed session.

Mike Klear met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the 2021 & 2022 EMS/EMA budget. Mike had emailed on a few items on the American Rescue Act and was wondering if they heard anything on it. The commissioners said they haven't seen anything on it. Comm. Lammers said the money should be here toward the end of this month. One of the purchases with this was going to be the Tahoe for EMA for @ \$50,000 and about \$10,000 in equipment. They have heavy trailers they could move with it. The dealer that has the state bid contract is Ganley Chevrolet of Aurora but he does not have a vehicle right now. Mike Klear just asks them to remember that they didn't get much of the money from the Cares Act. All three commissioners are fine with him to go through with the process of getting the Tahoe. Schoolhouse at Emergency Operation Center in Klear's building needs technology upgraded. The quote is close to \$38,000. They said to have Joe Burkhart double check what upgrades needed but all three commissioners are fine with him to go through with that also. An item for budget on the EMA side- he gets a grant called EMPG from the State of Ohio right around \$33,000. It requires a 50% match reimbursement. Besides salaries and benefits through EMA it also pays some training, supplies, some of phones that EMS didn't cover, and HAZMAT supplies. This grant does not cover vehicles. The commissioners asked Mike Klear to check with the State if the grant could be used toward the technology upgrades. The commissioners said for 2022 he can count on a higher amount in the budget for EMA and they all three agreed to \$35,000 but to please make sure he checks on the grant and technology.

Lori Rayle stopped in to give an update on her process of hiring a new person. She is down to one prospect. She is disappointed that she did not have more applicants. She advertised with the Ohio Means Jobs and the Chamber of Commerce and still only got three applicants total. She is struggling to find someone before her part time help retires on June 4.

Steve Wilson of Army Corp, David Hayson and Nick Mueller of Stantec held a teleconference with Commissioners Schroeder, Schlumbohm and Lammers and Greg Luersman to discuss the diversion channel floodplain change. The preliminary results for the change in the floodplain have been forwarded to the entities for review. The modeling from the old flood plain maps and converting to the new maps was explained. The project results were compared to the FEMA regulations. The benefits of the project were reviewed in table form. Figures were compared from prior to the project to after the project completion. There is a positive result for the project. The greatest impact area from the project is from the railroad bridge to Tawa Run along the

Blanchard. There will be a reduction of water elevation in the downtown area. Once all the projects in Findlay are complete how will it affect Ottawa. Steve thinks it will be a positive impact on Ottawa. The floodplain capacity will be increased in Findlay with Eagle Creek Storage Basin it will not increase the flow to Ottawa. The Conservancy District has received a grant to construct wetlands north of the diversion channel.

Mr. Lammers moved to adjourn for the day.

Mr. Schlumbohm seconded the motion.

Vote: Schlumbohm yes Schroeder yes Lammers yes

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, May 18, 2021.

Mr. Lammers seconded the motion.

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