

**Minutes, Thursday November 4, 2021**

Mr. Lammers moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam County, Ohio, that the following appropriation modification be made for the year ending December 31, 2021.

For Office of Public Safety

From....120 SU1, Office Supplies .....to....120 TPH, Telephone.....\$1,400.00

From....120SU2, Disposable Care supplies .....to....120 TPH, Telephone.....\$ 5,000.00

From....120 SA6, Unit 301.....to.....120, SA3, Full Time Employees...\$ 15,000.00

From....120 SA7, Unit 303.....to.....120, SA3, Full Time employees...\$ 5,000.00

Mr. Schroeder seconded the motion

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

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Mr. Lammers moved to approve signing the Contract with Glandorf FI-Optics for using American Rescue Plan funds to improve the broadband infrastructure within Putnam County.

Mr. Schlumbohm seconded the motion

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

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Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS** Michael L. Klear is retiring as the Director of the Putnam County Office of Public Safety effective December 27, 2021; and

**WHEREAS** the Board of County Commissioners of Putnam County wishes to fill the position being vacated by Director Klear and delegate certain authority to the Director; Now therefore,

**BE IT RESOLVED** by the Board of County Commissioners of Putnam County, Ohio that: Brian Hilvers is hereby appointed Director of the Putnam County Office of Public Safety effective December 28, 2021;and

**BE IT FURTHER, RESOLVED,** That Mr. Hilvers and all future Directors of the Putnam County Office of Public Safety are hereby delegated the powers of appointing authority and dismissal with respect to all positions within the Office of Public Safety over which the Commissioners have appointing authority, including over positions in Putnam County EMS; and

**BE IT FURTHER RESOLVED**, That the Commissioners hereby ratify, adopt, and approve all personnel decisions made by Director Klear during his tenure as Director of the Putnam County Office of Public Safety.

Mr. Lammers seconded the motion

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

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Mr. Schroeder moved to rescind the reappointment resolution due to late notice that the Prosecutor is still reviewing.

Mr. Schlumbohm seconded the motion.

Vote Schlumbohm yes Schroeder yes Lammers yes

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, County General

14 B 1, Accrued Vacation & Sick Leave.....\$ 302.66

Mr. Lammers seconded the motion

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

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### **Now and Then Purchase orders**

**County General**.....Purchase order 43267

Mr. Lammers 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**

**Dog & Kennel**.....Travel request for Mike Schroth to attend the CCAO winter conference in Columbus, OH Dec 8 -10, 2021 with purchase order for lodging and parking for \$ 400.00.

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

Mr. Schlumbohm seconded the motion.

Vote: Mr. Schlumbohm yes

Mr. Schroeder yes

Mr. Lammers yes

Exceptions: Mr. Schlumbohm

Mr. Schroeder

Mr. Lammers

Tracy Warnecke, Treasurer met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the 2022 budget. Tracy is looking to bring her part time person to full time, and currently she is a shared employee with the Title Office. There are a couple full time employees in the Title Office that are retiring also. Tracy made some increases to her supplies for purchasing new computers. Commissioner Lammers said those computers may be an ARP expense. Her compensation and fringes will go up due to her employee going to full time from part time. Tracy does still use CD's for record storage so she needs to have a CD reader. In the future she could have her own drive to save the Treasurer records.

Mark Hoorman, Jeff Schroeder and Ken Kottenbrock met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the possible new fair buildings. Mark presented the request to the Commissioners of the picture of a possible building. There is space of an event building on the fairgrounds but the parking would be across the road or at the Ag Complex. The largest building possible would be 180' by 310' and would take up most of the camping area and the Junior fair office and restroom buildings. This group wants to expand the fairgrounds across the road with the new building. There needs to be community interest first, the viability of the project. The fund raising would be done for both buildings, but the new jr. fair and merchant building is already covered. The new building cost would be \$3.5 million. Jeff presented the big building to be used as a conference center also. Which the other building would be used for also. There needs to be a consensus on the project. The Commissioners are looking at acquiring the land for the parking and upgrading the grandstand initially. There needs to be better communication. The fair board did vote to go ahead with the feasibility study. The study will help to determine the needs for the county. The Commissioners laid out the timeframe for these projects. The fair board would have to agree if they would be managing the use and maintenance of the building. The current buildings were measured to compare to the new building. The start for the study would be in January. The cost for the study would be \$13,000. with an additional \$13,000. monthly fee. The study would take at least 3 months. The fund raising would take about 6 months. There would be a monthly contract. Would the fair board be willing to contribute any funds toward the study? The Commissioners want to see the commitment level of the fair board toward the project. Jeff stated there may be possible State funding for recreation purposes for County seats who do not have hotels. The Commissioner are not aware of that funding. All the committees and fair board need a plan to work together for the same purpose for improving the fairgrounds and not work against each other. The barns are needing upgrading and it is thought should they upgrade or replace? Could the barns be combined? The study should be done by an outside person to get the real feel for the need of the building. The intension of the study is not just about needing the new building but where should it be built. This group is there not to make the decision but to help the committees and fair board work together to come to a decision. The scope for the funds raising should not include both buildings. The philosophy to combine the buildings was for the momentum of the project. To build both buildings within the same project would make it more acceptable. The feasibility will determine the cost and the use for the buildings. The Village has not been approached about the street yet. The use of the building would have to be marketed and expanded to keep it filled as much as possible to make it cost effective. The Commissioners

should hire an event manager to manage the fairgrounds. The Commissioners will need more time to review and discuss to make a final decision. The Commissioners are not against the study. The need for two new buildings is questioned. The new expo center building would not be an eligible ARP expense. The group will meet with the Village about the use of the street. If a meeting of all fair board members and committees would be held could the Commissioners attend also. The group should not lose focus on the fair. The Commissioners are willing to pay 50% up to \$20,000 for the feasibility study. The business agenda with Commissioners Schroeder, Schlumbohm and Lammers and Cindy Landwehr, Clerk.

Commissioner Schroeder gave an update on the Fair Board meeting from the previous evening. Nick Foppe will be doing an eagle scout project of residing the Dairy Barn. Nick is in his fund raising phase. The open class cattle show Battle of the Blanchard was very well attended. The quotes for materials for insulating the maintenance building were submitted in the amount of \$14,555. The water use at the fairgrounds was discussed regarding the use during the fair, due to a large bill received from Ottawa. Kim Redman and Adam Bellman stopped in to talk about the placement of the ATM within the courthouse. Adam will be the owner of the ATM. Th ATM would need a power line and cat 5 line. The ATM is being placed to make it convenient for people who still pay with cash.

The minutes from Tuesday November 2, 2021 were reviewed and approved.

Kim Redman met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the 2022 budget. Kim would like to give her employees a raise with the funds that she will have from her retiree employee. Kim will be replacing the retiring employee. Kim would like to give a \$ 1.39 per person, with an additional \$1.00 COLA for the new year. The Commissioners are ok with the \$1.00. The \$.39 would come from the Clerk of Courts budget from the retiring employee. Kim was not going to do that due to the difference in the positions between the Clerk of Courts and the Title office. It is difficult for someone to switch constantly. The condition of the Title fund was reviewed. The Commissioners' asked if Kim would be contributing \$.50 toward the \$1.00 increase also like she did with the raise received this past summer for each person. The Commissioners are hoping this wage bump will resolve the low wages that were received for the past few years to help retain the employees that are here. Kim bases her wage scale on years of service. PERS retirement is down based on the pay received the last five years of service.

Mr. Schlumbohm moved to adjourn for lunch.

Mr. Lammers seconded the motion.

Vote Schlumbohm yes Schroeder yes Lammers yes

Commissioners Schroeder, Schlumbohm and Lammers resumed session at 1:00 p.m..

Mike Klear and Brian Hilvers met with Commissioners Schroeder, Schlumbohm and Lammers to discuss EMS/ EMA compensation. Option 1 and Option 2 were presented. Option 2 has merit raises involved for 5 years. They want to drop the \$.80 and start with the new base pay plus the merit rate based on years of service. They feel the raises and better pay will be more alluring to get more people into the department and have them stay. This will alleviate overtime expenses and burn out of current full time employees filing in the part time work slots for coverage. The commissioners agreed that this was a good formula to use to get people at or above to the County's new base

rate of \$15 per hour. The years of service merit is looked at as a one-time deal to get the wages up to comparable counties. After that a flat rate COLA would be viewed as an acceptable in the future. The Commissioners offered Brian Hilver's pay at the first of year to be at \$22 per hour.

A call came in that the sewer line from Village of Ottoville and Schnipke Engraving had burst and was leaking and there was an excavator on site and wanted to know who to bill for the repair. The Commissioners will call Schnipke Engraving and Village of Ottoville and get it figured out of who will pay for the repair.

Mr. Schroeder moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote: Schlumbohm yes Schroeder yes Lammers yes

Mr. Lammers moved to approve the minutes as read from Thursday, November 4, 2021.

Mr. Schroeder seconded the motion.

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