

Minutes, Tuesday December 12, 2023

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, 2023, 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 004, Child Support Enforcement Agency

2 B 32, Contract Services.....\$ 4,200.00

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 119, Page 391

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, 2023.

For Sheriff/Jail

From.....6 A 2D, P/T Salaries.....to.....6 A 2P, Sheriff, PERS.....\$21,000.00

From....6 A 7, Education Registration....to....6 A 8, Ammo.....\$ 1,000.00

From.....4B 11GR, Groceries.....to....6 A 5, Car Repairs.....\$ 4,500.00

Mr. Schlumbohm seconded the motion.

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

Comm. Jrl. 119, Page 392

Mr. Schroeder 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, 2023.

For E-911

From...100 MT, Software Maintenance.....to.....100 FR, Fringes.....\$ 10,000.00

Mr. Lammers seconded the motion.

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

Comm. Jrl. 119, Page 393

Mr. Schroeder moved to approve signing the extension agreement for the jail physician, Dr. David Woodruff to Feb 1, 2024.

Mr. Schlumbohm seconded the motion.

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Schlumbohm 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, 2023, 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 119, GHS OVI Task Force

119 AO, Advance Out.....\$ 30,691.48

and be it further

RESOLVED, that per the request of the Putnam County Commissioners for the purpose of the GHS OVI Task Force Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
119 AO, Advance Out	A 25A, Advance In	\$ 30,691.48
(Repay Co. General for advances in Oct. '22 made to Fund 119, GHS OVI Task Force)		

Mr. Schlumbohm seconded the motion.

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

Comm. Jrl. 119, Page 394

Mr. Schroeder moved the adoption of the following Resolution:

WHEREAS, On November 3, 2015, a majority of voters in Kalida Village, Pandora Village and Riley Township approved a referendum that authorized the formation of an “opt-out” governmental aggregation in compliance with Section 4928.20 of the Ohio Revised Code regarding the governmental aggregation of electric service consumers.
now therefore, be it

RESOLVED, The Board of County Commissioners does hereby approve the renewal of the “Electric Governmental Aggregation Plan of Operation and Governance”. Mr. Schlumbohm seconded the motion.

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

Comm. Jrl. 119, Page 395

Mr. Schlumbohm 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, 2023

Fund 001, County General

From...4 A 5, Construction...to... 4 B 19A, Comp of Employees-Complex....\$ 847.50

Mr. Lammers seconded the motion.

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

Comm. Jrl. 119, Page 396

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, 2023, 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 016, Ditch Maintenance

R 5, Ditch Maintenance Projects.....\$ 18,944.35

Fund 001, County General

14 A 6, Group Hospital Insurance.....\$ 13,200.00

Mr. Lammers seconded the motion.

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

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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, 2023, 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 022, Board of D/D

8 E 2, Compensation of Employees.....\$20,000.00

8 E 7C, PERS and Workers Comp.....\$20,000.00

8 E 7C1, Brookhill Industries PERS.....\$10,000.00

Mr. Schlumbohm seconded the motion.

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

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Then/Now Purchase orders

Board of Elections.....Purchase order 46539

ODOD Demo Grant.....Purchase order 46662

Ditch Maintenance.....Purchase order 46738

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

Mr. Lammers seconded the motion.

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

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

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Purchase orders and travel requests

Child Support.....Blanket purchase order for prosecutor’s services for \$4,200.00.

County General.....Purchase order to Erie Insurance for prosecutor bond for \$204.00.

JFS/Workfare.....Blanket purchase order for medical transportation for \$2,000.00

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

Mr. Schlumbohm seconded the motion.

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

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

Commissioners Schroeder, Schlumbohm and Lammers held discussions regarding funding for the landbank. The Treasurer will use some of the DETAC funds as a donation for start-up money for the landbank. The Commissioners were discussing whether they would contribute additional money. Tracy contacted the State Auditor about doing an advance. AN advance is not allowed since it is an outside fund. The county can either donate or loan money to the landbank. The Treasurer will donate \$10,000 from the DETAC. This will be seed money just to get things started for the landbank. Brad Brubaker sat in on the meeting. The landbank once established could be able to pay it back if the money is loaned. Tracy explained an acquisition of property and repurposing the property. Even a donation or loan of \$ 5,000.00 would work. The Commissioners are willing to make a donation. Commissioner Schroeder gave some examples of property acquisitions and if the landbank would compete against the county in buying certain properties. If no one in the private sector would have interest would the land bank could compete with the county in purchasing certain properties. This is an attempt to redevelop or repurpose properties that are no longer collecting tax money to get them back to being collected. The purpose of the landbank is to clean up properties and get them back on the tax rolls. The Commissioners are in favor to donate \$10,000 to provide the "seed money" for the landbank.

A landbank board meeting was held with Tracy Warnecke, John Schlumbohm, Michael Lammers, Dean Meyer, Estee Miller, Rachelle Conine and Steve Leopold. Amy Sealts joined also, Vince Schroeder and Brad Brubaker sat in on the meeting.

Tracy called the meeting to order.

A motion to approve the minutes was made by Dean Meyer.

The motion was seconded by Mr. Lammers.

The Commissioners will donate \$10,000 as well as the Treasurer will also donate \$10,000 to the Landbank for start-up money.

Designating the starting budget: some direction will be needed to get things started. A sample from Williams County was reviewed. The budget can be based on known projects. Since there is a grant that should cover most of the expenses at the beginning. Ther may be other fees and expense that may not be covered by the grant that the start-up money could be used for. The first year's budget should be pretty straight forward. A question of legal services and fees was brought up, since the Prosecutor is their legal counsel would they have any legal expenses. There could be fees for title searches. Amy Sealts joined the meeting. The Assistant Prosecutor will be working with the landbank. There is a website that can be linked for the County from Maumee Valley Planning Commission that would contain all the landbank information. Why would the information not all be added to the County's website? Tracy will be contacting the trustees and villages initially by mail and she will also attend meetings if more information is needed.

Designating the administrator for the landbank. Tracy has reviewed the guidelines for the landbank and a private entity cannot be a recipient of the funds. So Bockrath & Assoc would not be eligible to be the administrator if they are performing any of duties. The scope of work for the administrator must be defined. The administrator duties will be sorted out of the scope of work. And the ORC defines who can be an administrator. An example of a conflict of interest was presented as a commercial building would need an engineer to inspect. The communication between the landowners would be administrative. Bockrath submitted a list of duties they performed in the first grant and those duties will be defined by category if they are administrative. Estee works for Maumee Valley Planning and they would bill the Landbank. The CIC would also be doing a portion of the administration. A daily work summary is needed now to submit for expenses to the grant, to confirm all duties were allowable under the grant administration. The asbestos inspections and abatement would be procured by the administrator, only Putnam County businesses could be used if they would submit quotes. These costs would come out of the administration also. A cost comparison list of other counties that use Maumee Valley was submitted. Some of Bockrath fees were taken out of the pre demo costs on the grant rather than administration costs. Engineering for the grant is not always required. The CIC will help with boots on the ground and collect information needed. Actual time will be billed not a flat amount of 10% of the project. Since this was new last year, it was a learning experience. The land bank will need to make a decision and get this issue settled to move forward.

Dean Meyer made a motion to appoint Maumee Valley Planning as the administrator for the land bank

Tracy Warnecke seconded the motion.

Vote: all in favor motion passed

A list of contractors can be compiled and Putnam County contractors can be requested as well as familiar contractors. The landbank would have the option for choosing the contractors for the projects.

The next meeting will be scheduled for next year. Estee presented a form for the landowner to complete to answer questions about the property and giving consent to do the demolition. It also includes any property information that must be collected mortgage, well and septic records. The landbank can prioritize what needs to be done on the properties. The Health Dept. can review also for the well and septic records. Tree removal is included but the structure will be prioritized to make the most use of the money. The demolition applications will be sent as the requests come in for the properties. Tracy has been collecting addresses. The Commissioners have been telling people it is first come first serve, although the land bank can prioritize the projects. The already submitted addresses will be reviewed. Bockrath & Assoc. may be unhappy with the outcome but they cannot be an administrator of the current grant. Tracy is collecting the addresses and information. The properties must be vacant to be eligible

Tracy Warnecke made a motion to adjourn the meeting.

John Schlumbohm seconded the motion

Vote all in favor motion passed

Agricultural buildings alone are not eligible but homes with buildings are eligible, clearing a whole house lot.

A listing of barns is being collected and will be submitted to the State.

They are not only looking for commercial property to demolish, properties can be improved to be repurposed.

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

The minutes from Thursday December 7, 2023 were reviewed and approved.

Elected Officials Kim Redman, Sherri Britsch, Bob Benroth, Tracy Warnecke and Mike Lenhart met with Commissioners Schroeder Schlumbohm and Lammers to discuss the vacation accrual changes that were proposed. Brad Brubaker sat in on the meeting. The accrual was presented that is similar to the State schedule. Kim is planning to implement these changes as of Jan 1 for her dept. The change to the 1 year making vacation available at 6 months of one week. 8 15 & 25 are the current jump years changing to 5,10-,15-, & 20-year marks as jump years to next accrual rate. The service credit is based on PERS year credit. If any previous public employment time was had it is added to their time here. The county does not have to accept their sick time accrual since they could have had it paid out. The County has changed the amount to be paid out in relation to amount accrued for pay outs. The Commissioners will have to vote to change the policy. Mr. Lenhart is not opposed to giving the employee more benefits but it will affect his department more than any other within than county. An employee will accrue 30.5 more weeks in their lifetime of working, at least 33 years. The Engineer has to pay out the comp time that is earned if more vacation is given. The Engineer has issues with more people taking vacation during the winter while earning comp time. Who wouldn't want more time off and more money. There is a limit to how much time can be accrued. This would create an added expense of more time paid out. There are offices with low staff and giving more time off would create staffing level issues. Making vacation available sooner would be a good idea. The larger departments may not have staffing issues with more people taking their vacation that they have earned. Kim presented a few different accrual rates so they could all be reviewed. A new accrual rate could be made up. Using vacation at 6 months is not an issue. The Commissioners are in favor of allowing use of vacation after 6 months of service. The biggest budget issue would be for the Engineer. There is cross training within departments so coverage of staffing is possible. A compromise for both departments would be nice to keep things uniform for the county. A new accrual schedule will be written. There would not be a negative effect on the budget, that would come out at the end if any paid-out time. The carryover amount of vacation hours was discussed. The Engineer has a cap on comp time earned. ORC says the employer shall not allow the employee to carryover more than 3-years worth of vacation. Enforcing a carryover amount of vacation was discussed. Vacation time cannot be cashed out it must used or lost. A form is used to inform the employee if they are forfeiting vacation hours. The department head can enforce their own amount of hours to carryover. Carryover of 5 days was suggested. And following an accrual schedule similar to the Sheriff's office was chosen. These changes would take effect in 2024. After 6 months a new employee could use 1 week of vacation and at their year they could use the remaining week if they did use it at 6 months otherwise they can use the 2 weeks.

Riley Township Trustees and residents, Mike Lenhart met with Commissioners Schroeder, Schlumbohm and Lammers to discuss the CORSA coverage on the County's bridges specifically Road M-6. The insurance coverage on bridges was questioned. A height restriction was suggested. It was said if a citizen cannot read the road and hit it they are liable. To have a height restriction, would enforce the weight restriction that is in place on the bridge now. The mobility of pulling a trailer down the road is limited due to the curve in the road so pulling a trailer is difficult. The bridge is not wide enough for tow vehicles to pass. Who would enforce the height restriction, the township? It was thought to keep it closed through the summer construction season to limit the traffic. Signage for this bridge would be the issue. The bridge used as an example is in West Virginia. The limit should be the structure limit. Signage vehicle only no trailers. There is limit on signage. The enforcement of the signage is the issue. Who would enforce. The signage is for liability. If the citizens still use the bridge even with the signage and have no insurance who would be liable then. The right height restriction would create the limitation of using the bridge. When the bridge was closed by the Commissioners the insurance was not renewed. The insurance was at replacement value. The bridge will stay closed for now. There are temporary barricades up that keep getting moved. The options will be explored. Road O construction will be June, July & August, and Road M construction could be later. If the residents could work with the trustees would the Commissioners consider opening the bridge back up? Having closed during the construction would help to limit the traffic. The height limits will be reviewed and insurance will be reinstated. Commissioner Schlumbohm left the meeting. The Riley Township trustees were not in favor of closing the bridge and they would like the minutes amended to reflect that. A new resolution will need to be written. It will be revisited when the height signage is added. It was recommended to have a news article done on the bridge changes when it is reopened. The turnaround area on the north side is that still possible for the larger vehicles that do not heed the signs prior to the bridge? The County would put in stone, but the township could put it something else. There are marks in the field where people are turning around now.

Mr. Lammers moved to adjourn for lunch.

Mr. Schroeder seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm absent

Commissioners Schroeder and Lammers resumed session.

Commissioners Schroeder and Lammers and Ryan Moran held a teleconference with Allen County Commissioners and Engineer regarding the Nussbaum ditch project and the Althaus two-stage ditch. Brad Brubaker sat in on the meeting. The info meeting on Nussbaum Dt # 625 on Nov 16, 2023 was referenced as including this two-stage ditch project. That meeting revealed that the landowners were in favor of maintenance to be done on the Nussbaum Dt. Allen County is concerned about who is funding this project and who is fronting the H2Ohio two-stage ditch money. Usually the H2Ohio two-stage ditches are funded by grant money. Ryan spoke with Nathan Davis about the Nussbaum project he is not familiar with the two-stage ditch design process. Ryan is unsure of how the grant funding works. The two-stage ditch grant must be approved by county ODNR prior to the project commencing. Justin McBride of Ohio Dept of Agriculture explained the funding for the two-stage ditch which is a reimbursement. The funds do not get sent until after construction. Putnam County is using ditch maintenance funds for Putnam's portion and Allen will use H2Ohio funds. There is maintenance beyond the two-stage

ditch project. Allen County does not hold maintenance funds for projects, they will not collect in 2024 this money will not be collected until 2025. Allen County wants to know where the funds are coming from for this project as they are not willing to front the money for the project. Commissioner Schroeder suggested they wait until collection is done for the project to be bid. Allen County has not seen a schedule of landowners and parcels yet for the proposed ditch project. The project will have to be held off until the funds are collected to make the payments. The two-stage ditch project could proceed, and Putnam County is willing to front the money for their portion project. And they will get reimbursed when the taxes are collected. Putnam is the lead on the Nussbaum Ditch so they will take care of the payments as needed, as they usually do for ditch maintenance projects. Putnam will advance funds to the ditch maintenance fund and get repaid when taxes are collected. The Commissioners were asking if Allen wants Putnam to front the whole portion on the two-stage ditch. No Putnam does not. ODA wants the two-stage ditch on maintenance, how do they add the two-stage ditch to the maintenance program? A two-stage ditch would have less maintenance needed. Ryan explained that a maintenance fund will be setup for this ditch since one was not done at the initial petitioning in 1964. This ditch would be collected when the account is depleted just like any other maintenance ditch. Allen county does know how to add this two-stage ditch to the maintenance program for collection. They are concerned that it needs a hearing to make these changes. The actual original petition was to deepen, widen and straighten the ditch. Allen County will have to review the change in scope of the project. And they want to see the schedule of maintenance assessments before the project commences. Ryan will send the assessment list to Allen County for them to review. The bid amount will determine the collection amount since maintenance is 20% of the original estimate. By mid-summer they should see the assessment list.

Commissioners Schroeder and Lammers reviewed and Ag Complex leases for ERS and Ohio Logistics with Ashley Siefker. After review it was decided to rent to ERS for \$.16 per square foot at the measurements provided by maintenance for six months. Ohio Logistics will be offered \$.16 per square foot for the whole room or \$.18 for a variable amount of square footage based on provided measurements for one year.

Mr. Lammers moved to adjourn for the day.

Mr. Schroeder seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm absent

Mr. Lammers moved to approve the minutes as read from Tuesday, December 12, 2023.

Mr. Schroeder seconded the motion.

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