

**Minutes, Tuesday February 15, 2022**

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, 2022, 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 170, American Rescue Plan.

170 EXP, County American Rescue Exp.....\$ 95,000.00

Mr. Schroeder seconded the motion

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

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Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Engineer advertised for said bids for 2022 Paving Program and received said bids on the 3rd day of February, 2022 at which time the bids were opened, publicly read, and tabled for further study,

**WHEREAS**, the Putnam County Engineer, Mike Lenhart sent a letter recommending that the contract for 2022 County Paving Program be awarded to Ward Construction Co., Leipsic, OH, based on their Proposal A, B, C & D bids read at the bid opening on February 3, 2022,

now therefore, be it

**RESOLVED**, That after review of bid received and preparation of bid tabulation by Putnam County Engineer, the Board of County Commissioners does hereby award the contract for the 2022 County Paving Program to Ward Construction Co., Leipsic, OH based on their bids read at the bid opening on February 3, 2022.

Mr. Lammers seconded the motion

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

Comm. Jrl. 117 Page 233

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, 2022, 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 041, T- CAP

41 EXP, Expenses .....\$ 46.90

(cell phone expenses)

Mr. Lammers seconded the motion

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

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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, 2022, 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:

For Auto License & Gas

K 1, Salary of Engineer.....\$1,847.00

K 11, Compensation of Employees-Road.....\$ 25,000.00

K 12, Materials Roads.....\$ 300,000.00

K 25, Comp of Employees-Bridges.....\$ 50,000.00

K 27, Equipment Bridges.....\$ 65,000.00

Mr. Schroeder seconded the motion

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

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Mr. Lammers moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Commissioners received a request from Brian Hilvers to establish an appropriation line and a revenue line for Fund 120, PCEMS.

now therefore, be it

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

120 ARP - American Rescue Plan Expenses

and be it further

**RESOLVED**, The Board of County Commissioners does hereby request the Putnam County Auditor to establish the following revenue line:

120 ARP - American Rescue Plan Revenue

Mr. Schroeder seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm absent Mr. Schroeder yes  
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**Now and Then Purchase orders**

**County General**..... Purchase order 44014

**EMS**.....Purchase order 3944, 3946

**Clerk of Courts**.....Purchase order 44144

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

Mr. Schroeder seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm absent Mr. Schroeder yes  
Exceptions: Mr. Lammers none Mr. Schlumbohm Mr. Schroeder none  
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**Purchase orders and travel requests**

**County General**.....Purchase order to Menards for insulation board for maintenance bldg. at Fairgrounds for \$ 614.77.

**Veteran Service Commission**.....Travel request for Bob Kroeger to attend the OSACVSO qrtly meeting in Dublin, OH on March 4, 2022 with purchase order for mileage, meals, registration, parking and other for \$228.40.

**EMS**.....Blanket purchase order for ARP purchases for \$ 36,352.31.

**Clerk of Courts**.....Travel request for Kim Redman to attend a conference in Columbus, OH on March 15-16, 2022 with expenses for mileage, lodging, and meals totaling \$ 282.00.

**Board of Elections**.....Blanket purchase order to Advertising for May Primary for \$ 3000.00. Blanket purchase order for rentals for May Primary for \$ 500.00. Blanket purchase order for Postage for primary election for \$ 100.00. Blanket purchase order for Computer fees for May primary for \$ 5000.00. Blanket purchase order to Compensation of judges & clerks for May Primary for \$ 17,000.00. Blanket purchase order for part time compensation for May Primary for \$ 8000.00. Blanket purchase order for ballots, absentees & envelopes for May Primary for \$ 10,000.00Blanket purchase order for equipment for May Primary for \$ 4000.00, Blanket purchase order for part time election support for May Primary for \$ 200.00.

**American Rescue Plan.....**Purchase order to Technicon Design Group for forensic Engineer & Structural Engineer for Grandstand improvements for \$ 48,500.00.

**CDBG Allocation.....**Purchase order to Put Co Ag Society for 2022 Fair housing booth for \$ 125.00.

**HOME Funds.....**Purchase order to Hillard Craft for Unterbrink final for \$ 300.00

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

Mr. Schroeder seconded the motion.

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

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

Commented [CL1]:

Tim Schnipke stopped in and gave Commissioners Schroeder and Lammers an update on maintenance projects. Tim also asked about the size of the new baler and if he is reading it correctly, he said the new additional baler will block the overhead door. The plans need to be reviewed for accuracy prior to make sure everything fits where it is planned to be located within the building. Where it is shown it sit it would block the overhead door so a truck would not fit inside. Tim is meeting with Joe this morning to see where the doors are going to be and see any other changes that will be needed to the building. The Commissioners will go out to view the recycling area later this morning also.

Mike Lenhart, Engineer met with Commissioners Schroeder and Lammers to give updates on scanning quotes for ARP expenses. Mr. Lenhart presented some quotes for scanning. He also explained that some of the journals have loose leaf papers in them with sheets taped and stapled in also which would be hard to keep track of to get back in order. Eastern Engineering came in to look at the books and submitted a quote. They even took some records and scanned records to give a more accurate quote including time taken to scan the files. Mr. Lenhart explained how his files are identified that he would not need the search feature since all his files for same project would be in the same place. He did try to get a quote from US Imaging also but they have not responded. Mr. Lenhart just wants to get them scanned due to the age and condition of the files so they would not be damaged with further research and handling. His long term goal is to add this information to the water course GIS layer. There is ARP funds left for this project so the Commissioners have set aside \$105,000 for this project. The Engineer has had some scanning started but it has taken about a year to do 20 files. Mr. Lenhart asked about some other projects for ARP expenses. The Commissioners have earmarked the other ARP funds and do not know how much will be available for any other projects. Mr. Lenhart will be short \$750,000 in revenue. Mr. Lenhart said he has a bridge that needs to be replaced it can no longer even be plowed over. He gets \$500,000 every 4 years for bridges and he tries to replace a bridge with that. His next bridge he can do would be in 2027 due to lack of Federal funding. Road 18-S and 21-H both have bridges that needs to be replaced. The bridge on Road Z in Columbus Grove also needs to be replaced. ODOT has done a safety study for Rd Z and SR 65. The drainage of the bridge damages the bridge and rusts the components wit the road salt and water run-off. They would eliminate all but one cross walk and create turn lanes to make the intersection safer. In this project the Engineer would only have to pay for the bridge, ODOT and the Village would pay for their portions. If the Engineer would have the revenue he lost, he would have the funds needed to replace the bridges. With the loss of revenue and lack of Federal funding he has to focus on replacing the bridges that are most in need. The Engineer will need to write a letter to the Auditor for the eligibility of his project. The Commissioners will

see if they can give some money set for other projects to the Engineer for these road and bridge projects. Mr. Lenhart explained the bridge ratings and the amounts of money he can get each year for maintaining those bridges. They are guaranteed funds for at least one bridge every four years. Commissioner Lammers asked about the staffing level in the Garage. Mr. Lenhart said he is down on staffing level since he took over he did not replace all the positions that had retirees. He combined some of the positions to not have to replace all the people. Mr. Lenhart also brought up the annual request from the census bureau to update maps for annexations and new roads and de-annexations. Mr. Lenhart says this task belongs to the Commissioners office. Every tenth year the task takes longer than the 30 minutes. The information is included with the GIS tasks and should be done by the GIS person. The Auditor says it is a planning commission task. With the technology of GIS it should be under GIS since it is already within their records and can be done by him in under 30 minutes, except for the tenth year for the census. The Commissioners need to make the decision of who will be performing this task, Planning Commission or GIS. The Auditor was upset that he was questioned why this would not be a GIS task, which is within the Auditor's office. The Planning Commission budget was discussed.

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

The minutes from Thursday February 10, 2022 were reviewed and approved.

Commissioners Schroeder and Lammers went out to view the Recycling building and the area for the new drive through and baler with Tim Schnipke and Joe Hohlbien.

Mr. Lammers moved to adjourn for lunch.

Mr. Schroeder seconded the motion.

Vote: Lammers yes Schlumbohm absent Schroeder yes

Commissioners Schroeder and Lammers returned from lunch and resumed session.

Brian Hilvers met with Commissioners Schroeder and Lammers and Bob Benroth to discuss compensation for the director to do medic runs. Brian would like to be able to go on runs when there is a staffing shortage. Since Brian is skilled and certified to go on the runs it would be good that he would do that. Bob explained that Gary was consulted regarding the compensation for these runs. It was suggested that the runs that Brian makes be tracked and at the end of the year or quarter he could be compensated as a bonus or other supplemental income or comp time. Kim Nordhaus joined the meeting also. Kim explained the differences in pay and the deduction of PERS. There is a large earnings warning that would come up if comp time would be cashed in. If PERS is not deducted would that create a problem for the auditor's office to pay him. Brian suggested increasing his hourly rate to incorporate the rate for the runs also, and he would voluntarily still run with Pandora EMS with donated time. He averages 75-80 runs per year. A suggestion of increasing his hourly by \$2.50 to cover the runs. All the runs are documented in the EMS charts. The Commissioners think this will be good to keep him involved with the staff. The rates can be adjusted by which funds they are paid out of also. So more of the wages can be paid by state funds rather than county funds. It was also asked if Nancy Erhart could be compensated also for going on runs. Since Nancy is not the director she would not be able to be additionally compensated, but she can earn comp time for any over time she puts in. The volunteer participation rates have only increased in Ottoville no other village has

had an increase in participation. Brian has tried a few different options to increase the participation. The Commissioners asked if another bump in pay would help. Brian is looking at moving the extra squad vehicle from Kalida to Ottoville since Ottoville has the participation of volunteers. Brian explained some funding that is coming and hazard mitigation plan expense are allowed. He is looking at new tornado sirens for the county and possibly a generator. The generator would require a county match for funding. An electric hook up would be included with the purchase. The generators could be used for operating sewage and water. The funding rates would be 75% federal 12.5% state & 12.5% local for the purchases. Brian can start the paperwork for the project he wants to do, if the funding is not available at the deadline the project can be stopped. The county could provide the generator and villages could provide the hook ups. These funds are from the President declaring a state of emergency in the State of Ohio. Brian pointed out the items the county's hazard mitigation plan the need to be maintained and can be updated. Brian will get things started and will get back with the Commissioners after he has spoken with all the Villages regarding the grant funding. Brian asked about hiring a consultant for updating the Coop plan (Continuity of Operation Plan). The Commissioners asked if it would be an eligible ARP expense. Bob reminded them that ARP money is all accounted for already. The staff names must be updated and the technology must be updated in the plan. The Commissioners are ok with the update. Brian explained the funding from the EMPG grant and paying his salary.

Mr. Schroeder moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote Lammers yes Schlumbohm absent Schroeder yes

Mr. Lammers moved to approve the minutes as read from Tuesday, February 15, 2022.

Mr. Schroeder seconded the motion.

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