

Minutes, Tuesday January 5, 2021

Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, It being determined by the Putnam County Board of County Commissioners that the health, welfare and safety of the people of the Putnam County area can best and most efficiently be served by force account in the matter pertaining to the maintenance, repair, construction and reconstruction of Putnam County roads.

now therefore, be it

RESOLVED, That Mr. Michael L. Lenhart, Putnam County Engineer, is hereby authorized to employ labor and proceed by force account in the maintenance, repair and construction of roads, bridges and culverts in Putnam County during the year 2021.

and be it further

RESOLVED, That the Putnam County Commissioners reserve unto themselves the right and authority to make all purchases of material and equipment required in the maintenance, repair or construction of roads, bridges, culverts in Putnam County during the year 2021, except that the Board may from time to time by resolution delegate such purchase authority to Mr. Lenhart, Putnam County Engineer.

Mr. Lammers seconded the motion on said Resolution and the vote resulted as follows:

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Schlumbohm yes
Comm. Jrl. 116 , Page 31

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 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 103, Community Corrections, PSI Writing Grant

103 SA21, Salaries & Fringes.....\$ 41,366.81

Mr. Schlumbohm seconded the motion on said Resolution and the vote resulted as follows:

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Schlumbohm yes
Comm. Jrl. 116 , Page 32

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 151, PSI Fund

151 SA-21, Salaries & Fringes.....\$ 32,599.94

151 EXP-21, Expenses.....\$ 2,922.93

Mr. Schroeder seconded the motion on said Resolution and the vote resulted as follows:

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Schlumbohm yes
Comm. Jrl. 116 , Page 33

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 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 CT, Airport Construction Grant.....\$200,000.00

57 EXP, CARES Expense.....\$2,199.99

Mr. Schlumbohm seconded the motion on said Resolution and the vote resulted as follows:

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Schlumbohm yes
Comm. Jrl. 116 , Page 34

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

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-Sheriff

6 A 18, K-9 Expenses.....\$ 10,000.00

6 A 19, 911 Utility Usage Exp.....\$ 10,000.00

Fund 114, Concealed Handgun

114 LIC, Concealed Handgun License.....\$ 10,000.00

Fund 119, GHS DVI TASK....STEP

119 SA, STEP Salaries.....\$ 12,628.04

119 FR, STEP Fringes.....\$ 4,769.04

119 SA2, IDEP Salaries.....\$ 18,701.40

119 FR2. IDEP Fringes.....\$ 5,845.85

119 SA3, DDEP Salaries.....\$ 4,024.46

119 FR3, DDEP Fringes.....\$ 1,291.22

Mr. Schlumbohm seconded the motion on said Resolution and the vote resulted as follows:

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

Comm. Jrl. 116 , Page 35

Now and Then Purchase orders

Airport Construction Grant.....Purchase orders 41780, 41781, 41784, 41892

General Ditch.....Purchase order 41762

Ditch Maintenance.....Purchase order 42000

Indigent Defender.....Purchase order 42082, 42083

County General.....Purchase order 42071

PSI-Grant.....Purchase order 41260

Juvenile CourtPurchase order 42106, 42107, 42108

Probate Court.....Purchase order 42105

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

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
Comm. Jrl. 116 , Page 36

Purchase orders and travel requests

Ditch Maintenance....Purchase order to Byrne Excavating for work on Gerker Group Dt # 758 for \$ 6830.00, Purchase order to Precision Ag Drainage for work on Village of Dupont Dt # 607 for \$ 2153.06.

General Ditch.....Purchase order to Sand Ridge Excavating for work on Alan Bird Dt # 982 for \$ 50,152.00.

Solid Waste Dist Disp Fees.....Purchase order to Rush Truck Center for 2021 International Truck for \$ 126,126.51.

County General..... Purchase order to Lima Security for service at courthouse Jan-Mar for \$ 104.85. Purchase order to Putnam Co Treasurer for real estate assessments on County properties for \$ 4368.76.

CSEA.....Purchase order to Verizon wireless for 2021 services for \$ 600.00.

Annual purchase orders

WIA.....Apollo Career Center -\$20,000.00
Blanket –Adult \$10,000.00
Blanket Dislocated worker-\$1,000.00
Blanket –Youth -\$5,000.00
Blanket Admin-\$500.00
Ohio Technical Center at Vantage -\$10,000.00
B & S Custom Machine-\$5,000.00

Child Support Enforcement

Blanket Supplies -\$ 3,000.00
Blanket- Equipment-\$ 2,000.00
Blanket –Repairs -\$ 500.00
Blanket CSEA Travel-\$ 1,500.00
Transunion Risk Alternative -\$1,000.00
Put Co Prosecutor -\$ 9,000.00
Blanket CSEA Service-\$ 10,000.00

Public Assistance

Syncb/Amazon-supplies -\$ 6,000.00
Four-U Ofiice supplies -\$ 7,000.00
Blanket Supplies -\$ 10,000.00
Blanket Equipment-\$9,000.00
Blanket Repairs-\$ 3,000.00
Brooky's –PRC Gas Program-\$6,000.00
Ottawa Oil-PRC Gas Program- \$6,000.00
Blanket PRC Relief-\$ 8,000.00
Blanket CCMEP Youth -\$6,000.00

Blanket Medical Transportation-\$10,000.00
Put Co Commissioners –Utilities -\$16,000.00
Put Co Commissioners –lease -\$ 43,585.68
Blanket –Facilities-\$ 10,000.00
Dominion Energy-\$1,000.00
CBTS Cincinnati Bell-\$9,000.00
Just Go Dry – Cleaning -\$ 16,380.00
Glandorf Telephone –agency service-\$750.00
Blanket shared travel-\$1,500.00
Knippen Chrysler -\$7,000.00
Verizon Wireless - 4,000.00
Shell Agency Fleet/WEX Bank-\$7,000.00
CINTAS-\$2,500.00
Speedway/WEX Bank-\$1,000.00
Blanket FAET-\$4,000.00
Pitney Bowes -\$1,500.00
Blanket -\$10,000.00
Blanket IM Travel-\$2,500.00
Blanket IM Misc-\$ 2,500.00
Blanket SS Travel-\$6,000.00
Speakwrite-\$700.00
Blanket SS Misc-\$10,000.00

EMS....

Huntington Bank –lockbox & credit cards fees 2021-\$1200.00
Great Lakes Billing Assoc-contract billing-\$50,000.00
Blanket –Co portion Housing ambulances -\$18,000.00
Blanket –Copies & Copier lease -\$6,000.00
Blanket EMT Training-\$5,000.00
Blanket –Equipment-\$10,000.00
Blanket Fuel-\$30,000.00
Blanket Ambulette Fuel-\$5,000.00
Blanket –Other Exp-\$2,000.00
Blanket Employment tests-\$2,000.00
Croy's Mowing –landscaping/house -\$1,000.00
Croy's mowing-landscaping PCOPS-\$2,000.00
Penn Care Public Safety-EMS chart service-\$5,100.00
Okuley's Pharmacy-Oxygen & cylinder lease -\$7,000.00
Blanket Radio maintenance-\$2,000.00
Columbus Grove EMS-aux squad exp-\$400.00
Continental EMS-aux squad exp-\$400.00
Kalida EMS-aux squad exp-\$400.00
Leipsic EMS-aux squad exp-\$400.00
Ottawa –Glandorf EMS-aux squad exp-\$400.00
Ottoville Ems-aux squad exp-\$400.00
Pandora EMS-aux squad exp-\$400.00
Blanket-Supplies -\$600.00
Blanket Disp Care supplies -\$10,000.00
Verizon Wireless-monthly service chg modems-\$8,000.00
Blanket-Telephone & Cable -\$6,000.00
Blanket –Utilities-\$8,000.00

Blanket Vehicle Maint-\$10,000.00
Blanket Emergency Repair/Towing -\$2,500.00
Blanket Heavy Rescue Maint-\$1,000.00
Blanket Ambulette maint -\$2,000.00
Blanket –Uniform allowance -\$5,000.00
Premier Physician Services-medical directorship -\$2500.00
Transition Products Inc- 3 modems -\$2,400.00

LEPC

Blanket other exp -\$1,000.00
Blanket EMA/LEPC luncheon meeting supplies -\$1,000.00

EMA

EMAO –membership dues -\$400.00

EMS Grant

Blanket Continuing Ed expenses-\$500.00
Blanket EMT class & refreshers -\$1,800.00

County General

Maximus-2021 cost allocation plan-\$7300.00
Put Co EMA-County share -\$26,000.00
Crime Victim Services-county share-\$6500.00
Put Co Ag Society- annual allowance-\$3300.00
Put Co Historical Society- county share-\$12,000.00
Quadient- postage meter lease-\$3,264.00
Lima Security-monitor & Inspections-\$425.00
Put Co Job & Family –mandates share-\$50,000.00
Put Co Job & Family-County share Childrens service-\$75,000.00
The Ohio State University-annual allowance-\$175,700.00
Miller’s Textile Services-monthly service-\$2,500.00
M & M Hauling monthly service-\$1,500.00
Putnam CO GIS-contribution-\$6,500.00
Multi-Area Narcotics Task Force –matching funds-\$25,000.00
Putnam County Family & Children First Council-membership dues-\$1500.00
Blanchard River Watershed Partnership-annual contribution-\$2000.00
Access-microfilm service-\$2200.00
Treasurer, State of Ohio -2021 share BCMH -\$95,361.56
Put Co EMS-reimb workers comp hours -\$2400.00
Matheson Tri-Gas-cylinders-\$700.00
Century Link-monthly service-\$1620.00
Put Co Soil & Water –County share \$164,000.00

O-G Road Complex

Northwestern Ohio Security-monthly service-\$509.40
M & M Hauling –monthly service -\$1,020.00
Village of Glandorf-monthly service-\$300.00

Ag Complex.

Lima Security-monthly service \$527.40
Ottawa Water Works-monthly usage -\$1,500.00

Putnam Acres

County Electric-maint agrmt Pump stn generator-\$615.00
Blanket –maintenance/repairs/supplies -\$2,000.00
Dominion Energy-fuel for generator -\$400.00

Solid Waste Dist Disposal Fees

Paulding-Putnam-monthly service \$1,400.00
M & M Hauling –monthly service-\$900.00
Cherry's Propane-monthly usage-\$250.00
Ottawa Oil CO-Diesel usage-\$500.00

Sewer Dist #2

AEP-monthly usage-\$500.00

Landfill closure/Mnt

Blanket-Misc repairs/fuel-\$1000.00
Put Co Engineer-Leachate fuel-\$1,500.00

OWDA

OWDA-SD #1 princ & int pymts -\$16,806.42

General Ditch

Blanket –advertise ditch notices -\$500.00

Put Co Water/Sewer

Ottawa Water Works-monthly usage -\$17,128.80

Children Services

Amber Grant- adoption assistance-\$1,300.00
Community Teaching Home -\$47,000.00
Genacross Family & Youth Srcs-\$145,000.00
Keeping Kids safe -\$173,000.00
Mohican Young Star Academy-\$50,000.00
Safe House Ministries=\$41,000.00
Blanket Foster Care-\$10,000.00
Blanket PASSS-\$5,000.00
Blankets Essa-\$10,000.00

IT

Blanket Supplies -\$5,000.00

County Airport

Prime Air LLC-monthly service-\$29,278.80
M & M Hauling monthly service-\$540.00
Ottawa Water Works-monthly usage \$ 525.00
Harris & Leach-annual AWOS maintenance-\$1850.00
Century Link-monthly service-\$3192.00
AEP-monthly service-\$1800.00
Cherry's Propane Annual usage -\$1000.00
anyAWOS-Weather Nexus service=\$1068.00

Blanket –Supplies Jan-Mar -\$500.00
Blanket Repairs- Jan-Mar-\$500.00

Airport Operations

Culligan of Lima-monthly service-\$300.00
Blanket Misc exp-\$500.00

Quarterly Purchase orders Jan-Mar

Dog & Kennel.....

Supplies, Utilities & cellphone-\$ 2,000.00

Put Co Engineer –Fuel \$750.00

Board of Elections...

Travel-\$4,000.00

Supplies-\$3,000.00

Service Agreements-\$25,000.00

Commissioners

Blanket-Supplies-\$800.00

Blanket-Contracts/ Repairs Vehicles-\$800.00

Blanket-Travel Exp-Com-\$2000.00

Blanket-Advertising & Printing-\$700.00

Blanket-Legal Counsel-\$800.00

Buildings & Grounds

Blanket Supplies-Janitor-\$5000.00

Blankets Contracts/Services-\$3000.00

Dominion Energy monthly service \$ 6000.00

AEP-monthly service-\$22,000.00

Ottawa Water Works-monthly usage-\$ 300.00

Put Co Engineer-janitor fuel -\$3,000.00

Blanket postage supplies-\$1,200.00

Blanket Contracts/ repairs-\$2,500.00

O-G Road Complex

Glandorf Telephone-monthly service-\$1000.00

Dominion Energy-monthly serices-\$4,000.00

AEP-Monthly service-\$6,000.00

Blanket –misc exp-\$4,000.00

Ag Complex

AEP-monthly service-\$10,500.00

Ottawa Water Works –Monthly usage -\$1,500.00

Dominion Energy-monthly usage \$1,500.00

Blanket Misc exp -\$3000.00

Ditch Maintenance

Blanket-ditch maint projects-\$7,000.00

Sewer Dist #2

Ottawa Water Works –monthly service-\$9,000.00

Solid Waste Dist Disp Fees

Put Co Engineer –Recycling fuel-\$4,500.00

Blanket- Misc exp-\$2,500.00

Blanket Repairs-\$2,000.00

Sewer Dist #1

Ottawa Water Works-monthly usage -\$30,000.00

AEP-monthly service-\$1,300.00

Mr. Lammers 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. Schlumbohm none Mr. Lammers none

Commissioner Lammers attended a Zoom meeting with the COVID Task Force.

Commissioners Schlumbohm and Lammers attended the Elected Officials meeting in the Assembly Room.

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

The minutes from Thursday December 31, 2020 were reviewed and approved.

Kevin Niese met with Commissioners Schroeder-via videoconference, Schlumbohm and Lammers and Tim Schnipke to discuss a schematic office design. Kevin shared the plan he drew up. Kevin said they need to know who will be in the offices, how many people, and what offices specifically for their needs. Once the size of the building is determined then a cost can be figured. He said there will be costs involved in meeting with all the offices to determine the need also. Vince shared that some of the information is not reasonable. There are offices that are not interested in moving such as the Auditor. A building will be needed to replace the Annex (Armory) building out of the flood zone and the proper size. The Commissioners should have the responsibility of determining the location of offices to optimize work flow. Kevin will determine the size needed for each office. The use of common rooms was discussed for conferences, restrooms, server and electrical. This is to look at the offices that need to be housed within the courthouse and those that do not need to be housed within the courthouse. The Commissioners do not need to be within the courthouse but the Prosecutor should be. The offices could be moved and it would be a great undertaking to move any office location. Commissioner Lammers said the Annex could be repaired to be useful for another few years. A new administrative building could be built to accommodate the offices and any expansion they may need in the future. The money is the taxpayers and should be spent to serve the taxpayers. The options are A)to repair the current building (Annex), B) Building a small building to replace the departments within the Annex or C) build a larger administration building to accommodate the offices that do not have to be housed within the courthouse so the Prosecutor could move in along with Probation and Veteran services. The Veterans office was housed in the courthouse previously. Commissioner Schroeder said replacing the Annex could be an option by just giving them an efficient building the size that they need. Commissioner Schroeder is not in favor of just repairing or band-aiding the Annex. It would be more than a year to build anyway. The

Commissioners asked what it would cost to repair the Annex to last another few years. There are two HVAC systems within the Annex that need to be replaced soon and the rear entrance needs to be replaced. This could cost approx. \$100,000. What departments would go in to a new office building? A new building the size of the current Annex would house the four departments from the second floor. Kevin will come up with some plans for the two different buildings and price difference will be factored into discussion. Either way the Annex will be need to be repaired to last another 2 years at least. Some way to repair the back steps of the Annex were discussed, they are not in good shape. Commissioner Schlumbohm suggested having Trisco do the repairs based on their workmanship on the new steps and ramp at the courthouse.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm yes

Mr. Lammers moved to approve the minutes as read from Tuesday, January 5, 2021.

Mr. Schlumbohm seconded the motion.

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