

**Minutes for Tuesday, March 10, 2020**

Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, Putnam County Engineer, Michael Lenhart has informed the Board of County Commissioners that a change order/extra work had to be performed for the Village of Ottawa Ditch #976 improvement.  
and

**WHEREAS**, The Engineer stated the following change order/extra work was needed to complete the ditch to satisfactory condition:

Extra work –removal of extra brush and smaller trees .....\$ 11,402.50  
**Total change order requested.....\$ 11,402.50**

now therefore be it

**RESOLVED**, The Board of County Commissioners does hereby approve the above change order/extra work as recommended by the Putnam County Engineer:

**ORIGINAL CONTRACT PRICE..... \$ 59,730.00**  
**THIS CHANGE ORDER.....\$ 11,402.50**  
**TOTAL CONTRACT PRICE.....\$ 71,132.50**

and be it further

**RESOLVED**, That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Vote: Mr. Schroeder yes      Mr. Lammers yes      Mr. Schlumbohm absent  
Ditch. Jrl. 6 , Page 12

Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, Ohio Deferred Compensation, operates a Ohio DEFERRED COMPENSATION PROGRAM available to employees in this county; and

**WHEREAS**, The State of Ohio passed Senate Bill 220 into law effective March 19, 2017 to allow Roth options within public employee deferred compensation programs. The Roth IRA option has been identified as an additional benefit that can assist county

employees to save to retirement by expanding their portfolio option to include additional possible tax advantages.

**WHEREAS**, the adoption of the Roth option as a portfolio choice of the OHIO DEFERRED COMPENSATION PROGRAM has been provided as an option to employees by the OHIO Deferred Compensation Committee, as of February 2020, to include a ROTH IRA option within the portfolio option lineup: and

**WHEREAS**, IN ORDER TO ASSIST Ohio Deferred Comp with its immediate communication needs to county staff and county employees regarding the law change and the expansion of allowed plans within the OHIO Deferred Compensation Plan to include the Roth IRA option;

Now therefore, be it  
**RESOLVED** that:

Section 1. This Board hereby authorized and endorses by vote that this county shall expand the OHIO Deferred Compensation Plan to include the Roth IRA option pursuant to Ohio law.

Section 2. This Board directs the administrator of the OHIO Deferred Compensation Plan, to contact county staff and employees regarding the new Roth IRA plan option so employees may become fully informed as to their retirement options.

Section 3. This Resolution was adopted in a regular or special session of the Board in full compliance with Ohio's sunshine laws.

**NOW, THEREFORE BE IT RESOLVED** That the Board of County Commissioners of Putnam County does hereby fully support and endorse the addition of the Roth IRA option into the OHIO Deferred Compensation Plan.

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

Vote: Mr. Schroeder yes      Mr. Lammers yes      Mr. Schlumbohm absent  
Comm. Jrl. 115 , Page 34

Mr. Lammers moved the adoption of the following Resolution:

**WHEREAS**, the Putnam County Engineer has deemed it necessary to advertise for sealed bids for bituminous materials for 2020; and

**WHEREAS**, the original legal notice did not run on time due to a technical glitch, which necessitates a change of advertisement and bid open dates;

now therefore, be it

**RESOLVED**, the Board of County Commissioners will receive sealed bids for bituminous materials on Thursday, March 26, 2020, 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 <http://www.putnamcountyohio.gov/electedofficials/engineer/bid-opportunities> 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 on said Resolution and the vote resulted as follows:

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

Comm. Jrl. 115 , Page 35

Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, This 10th day of March, 2020, the Clerk of this Board gave notice to the Board of County Commissioners of Putnam County, Ohio, on the filing with her of a petition signed by Greg Ellerbrock and others to replace an existing outlet tile.  
and

**WHEREAS**, It appears to the Board that the proper bond has been filed with the Clerk, approved, conditioned for the payment of costs of notices, plus any other incidental expenses, except the costs incurred by the Engineer in making his preliminary reports, if the prayer of the petition is not granted, or if the petition is for any cause dismissed, unless the Board decides to pay the Engineer's costs from the bond in accordance with Section 6131.09 of the Ohio Revised Code.  
now therefore, be it

**RESOLVED**, By the Board of County Commissioners that the 2nd day of April, 2020, at 11:00 a.m. at the upper terminus of the improvement in Blanchard Township be and the same is hereby fixed as the time and place for the view thereon;  
and be it further

**RESOLVED**, That the 16th day of April 2020, at 2:00 p.m. in the General Assembly Room of the Putnam County Court House, Ottawa, Ohio, be and the same is hereby fixed as the time and place for the first hearing on the petition.  
and be it further

**RESOLVED**, That notice of said view and hearing be given, as required by law.  
and be it further

**RESOLVED**, It is found and determined that all formal actions of this Board concerning and relating to the adoption of the Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its Committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Vote: Mr. Schroeder yes      Mr. Lammers yes      Mr. Schlumbohm absent  
Ditch. Jrl. 7 , Page 8

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, 2020.

For Commissioners

From....1 A 6, Motor Vehicles....to....1 A 13BD, Sheriff Vehicles....\$ 24,000.00

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

Vote: Mr. Schroeder yes      Mr. Lammers yes      Mr. Schlumbohm absent  
Comm. Jrl. 115 , Page 36

**Now and Then Purchase orders**

**General Ditch** .....Purchase order 40673

**County General**.....Purchase order 40674

**Capital Improvement**....Purchase order 40675

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

Mr. Schroeder seconded the motion.

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

Exceptions: Mr. Schroeder none      Mr. Lammers none      Mr. Schlumbohm  
Comm. Jrl. 115 , Page 37

### **Purchase orders and travel requests**

**Community Corrections.....**Travel request for Ryan Verhoff to attend the OCCA Changing Offender Behavior training in Columbus on March 20, 2020 with expenses for mileage and registration for \$ 154.00.

**County General.....**Travel request for Tim Schnipke to attend the HPS Advisory meeting in Middleville MI on March 9, 2020 no expenses listed. Purchase order to Technicon Design Group for building study of Annex for \$ 10,500.00. Purchase order to New Idea Controls for software maintenance license 5 yr. renewal for courthouse for \$ 839.00. Purchase order to Statewide Ford for 2 Ford Explorers w/interceptor package plus equipment for \$ 84,000.00.

**Peace Officer Training.....**Travel request for Chris Verhoff to attend the TASER CEW Instructor certification course by Sharonville PD in Cincinnati on April 23-24, 2020 with purchase order for registration, lodging, meals and other for \$ 695.00.

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

Mr. Lammers seconded the motion.

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

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

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

Mr. Schlumbohm is attending the Tax Incentive Review meetings at the CIC office.

Kevin Niese of Technicon Design Group called in to talk to Commissioners Schroeder and Lammers and see if they were in favor of resuming the Courthouse project. The Commissioners said with the uncertainty of weather in March it would be best to wait a few more weeks to ensure there would not be a freeze. Mr. Niese also asked about the progress for the Annex. Tim Schnipke joined the meeting. The Commissioners want an accurate estimate for repairing the Annex. Two options for repairing the brick exterior were given, both are expensive options. The Commissioners are in favor of proceeding with the project. The Commissioners will hold off on redesigning the offices in the courthouse until the Annex condition is confirmed.

Tim gave an update on the Sewer meeting with the Village, he thought it went very well and the Village agreed to work with the County during the pump station repairs to help reduce the costs. Tim said the Village would be willing to take over the sewer once all the repairs and requirements are met. Tim also talked about a pump on Sewer Dist #1 there is something in the pump that makes it draw more power it is thought to be a towel or bedsheet they are hoping to get the issue taken care of possibly with a vac truck and clear the line. Methods for raising the manholes were discussed. Tim brought up the landfill and the sampling site for the ditch needs

to be built up a bit to make it accessible to get to the water outlet. Cleaning the recycling area was discussed and new water lines need to be run. The floor scrubber is being repaired to be used, some other options are being looked at also. A push broom would work too if there is a person available. New tires will be needed for the skid loader soon.

Tim brought up the rental space at the Ag Complex and there is space that needs to be cleaned up to be available. There are two interested parties in the space.

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

The minutes from Thursday March 5, 2020 were reviewed and approved.

Commissioners Schroeder and Lammers held a teleconference with Allen County Commissioners Noonan and Sneary to amend a resolution for Cranberry Creek.

Mike Klear stopped in to talk to Commissioners Schroeder and Lammers regarding the Continuation of Operations plan if something would happen within the County. Mike just wants the Commissioners to think about if something would happen, would the county offices still operate, would the employees still get paid, if there was an office of employees that were quarantined. Joe Burkhart joined the meeting. Would employees be able to work from home? The Commissioners are not in favor of opening the way to let employees work from home. A meeting will be set up with the Health department and other Health officials to determine the severity and if there is a need to close down offices. The discussion of closing schools was also had. This is all a hypothetical situation, but the departments do need to have plans in place. The Continuation of Operations Plan has a chain of command included and if the location would have to move. The Governor issued a state of emergency to speed up the funding for a situation if needed. The County is required to provide essential needs to people who are quarantined. Mr. Klear wants everyone to be aware and to think and plan ahead. The County's current plan was written in 2009 and the plan will be reviewed to see if any updates are needed.

Mr. Schroeder moved to adjourn for lunch.

Mr. Lammers seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm absent

Commissioners returned from lunch.

Commissioners Schroeder and Lammers attended a courthouse security meeting in the Common Pleas courtroom.

Commissioners Schroeder and Lammers attended an Investment meeting with Tracy Warnecke, Bob Benroth and Kim Redman.

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, March 10, 2020.

Mr. Schroeder seconded the motion.

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