

Minutes, Tuesday March 15, 2022

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, 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 120, Emergency Medical Services
120 SU2, Care Supplies\$ 5,000.00
120 OTH, Other Expenses.....\$ 55,000.00

Mr.Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 273

Mr. Lammers moved the adoption of the following Resolution:

WHEREAS, The Board of County Commissioners are of the opinion that the flow of traffic in the Department of Job & Family Services will be at a minimum on Good Friday, April 15, 2022, and to allow employees to attend services if they so desire.

now therefore, be it

RESOLVED, The Board of County Commissioners does hereby close the Putnam County Job & Family Services Department on Friday, April 15, 2022, to allow employees to attend services if they so desire.

Mr. Schlumbohm seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 274

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 001
For Board of Elections:
3 A 3A, Stationary and Supplies.....\$ 18.00

Mr. Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder yes
Comm. Jrl. 117 Page 275

Mr. Schlumbohm moved to approve a resolution authorizing Brandi Shrader, Putnam County Health Department to apply for, accept and enter into a Water Pollution Control Loan Fund Agreement on Behalf of the County/ Health District of Putnam County for the Repair and Replacement of Home Sewage Treatment Systems.:

WHEREAS, the Putnam County Health District seeks to repair and/or replace failing home sewage treatment systems; and

WHEREAS, the Putnam County Health District intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

WHEREAS, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now therefore,

BE IT RESOLVED by the Board of County Commissioners of Putnam County of the Putnam County Health District of Putnam County, Ohio:

SECTION 1. That Brandi Shrader, Registered Sanitarian be and is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Putnam County Health District of Putnam County, Ohio.

SECTION 2. That is resolution shall take effect and be in force from and after the earliest period allowed by law.

Mr. Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 276

Mr. Lammers moved the adoption of the following Resolution:

WHEREAS, the first question has risen to whether the county sponsored wellness blood draw counts against your insurance blood draw; and

WHEREAS, the second question has risen on when the cutoff will be to have the county wellness blood draw done by if you decided to use your physician's office; and

WHEREAS, the third question has risen on how the commissioners are going to handle people leaving the county insurance and for what date they can still receive the incentive;

RESOLVED, according to Mike Kindell at CEBCO, if you do the county sponsored wellness blood draw in the actual locations the county offers for the blood draw, the county blood draw does not count toward your insurance blood draw. Now if you do the physician blood draw, yes that does count. So in regards to the incentive that is offered for getting the blood draw done, you can participate in the blood draw we offer at the locations- currently Courthouse Assembly Room, JFS conference room or Sheriff's Office (which locations offered can change yearly) and you will be eligible for the incentive that is offered yearly and this county sponsored blood draw will not count against your insurance wellness and you can still have one done at your physician's office anytime once in a calendar year. This goes for employees and their spouses on the county insurance. Please remind your physician to code it wellness also; and

RESOLVED, The Board of County Commissioners decided that June 30 will be the cut off for CEBCO pulling the completion report; and

RESOLVED, The Board of County Commissioners decided to use the same date as the physician cut off for people leaving the county insurance. As long as you are still employed with the county when the report is pulled on June 30th, you will be receiving the incentive; and

RESOLVED, This resolution is considered to be the policy for wellness approved this date by the Board of County Commissioners and will be used each year until something changes and a new one would be done and be it further

RESOLVED, The wellness coordinator is to forward a copy of said resolution to each elected official and department head to share with their employees.
Mr.Schlumbohm seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 277

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.....\$ 47,525.05

Mr. Schlumbohm seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 278

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, 2022.

For Sheriff/Jail

From...6 A 4, Equipment...to..6 A 8,Ammunition...\$ 5,000.00

Mr. Lammers seconded the motion

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Comm. Jrl. 117 Page 279

Now and Then Purchase orders

Computerization Muni Courts.....Purchase order 44147
County General.....Purchase order 44189, 44191, 44192
EMA.....Purchase orders 3950, 3951
Real Estate Assessment.. Purchase order 44203
PSI Grant.....Purchase order 44134
Capital Improvement.....Purchase order 44198

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

Mr. Schlumbohm seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Exceptions: Mr. Lammers none Mr. Schlumbohm none Mr. Schroeder
Comm. Jrl. 117, Page 280

Purchase orders and travel requests

EMS.....Blanket purchase order for uniform allowance for \$ 3,000.00. Blanket purchase order for disposable care supplies for \$ 5,000.00.

Veteran Service Commission.....Travel request for Mary Beth Iliff to attend the Key Leader outreach in Bowling Green on Mar 30, 2022 with purchase order for \$ 35.92 for mileage.

County General.....Purchase order to Vulcan Enterprises Inc for annual backflow testing & Sprinkler testing at Ag Complex for \$ 4880.00 an O-G Road Complex for \$ 550.00. Purchase order to Ohio Sanitary Services for digging trench for Ag Complex for \$ 700.00. Purchase order to Kahle Supply & Feed Mill for fertilizer & spray for \$ 2,710.00. Purchase order to Capital Crane for crane use for roof repair at Ag Complex for \$ 1272.00.

Planning Commission....Purchase order to Put Co Engineer for reimbursement of Assoc. of State Floodplain Managers for 2022 for \$ 350.00.

Board of Elections.....Blanket purchase order for 2nd qtr supplies for \$ 2,000.00. Blanket purchase for 2nd travel for \$ 1,000.00.

Public AssistanceBlanket purchase order for \$ 10,000.00.

Children Services.....Purchase order to Ohio Dept of JFS for return of overpayment for \$ 4,659.64

Treasurer.....Travel request for Tracy Warnecke to attend the NW Ohio Treasurer's meeting in Celina on March 22, 2022 with expenses for meals & other for \$ 25.00.

Capital Improvement....Purchase order to Leroy Hermiller for new door & opener at the Ag Complex for \$ 7200.00.

Sheriff.....Travel request for Kelly Iliff to attend the ARIDE Training in Hardin Co July 14-15, 2022 with purchase order for meals and parking for \$ 74.00

Solid Waste Dist Disp Fees.....Purchase order to 3-M Contractors for labor & materials to cut opening for 18 x 12 door for Recycling for \$ 7250.00

IT.....Purchase order to Carahsoft for 1 yr subscription for VMware for VSphere for \$ 171.47.

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

Mr. Lammers seconded the motion.

Vote: Mr. Lammers yes Mr. Schlumbohm yes Mr. Schroeder absent
Exceptions: Mr. Lammers none Mr. Schlumbohm none Mr. Schroeder

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

Alaina Siefker met with the commissioners to discuss the email from Deb Kaufman in regards to a recycling workers comp/Sedgwick claim. Sedgwick just wants to know if they want to make an offer and the commissioners said to go ahead and voted to move forward to figure an offer.

Lonnie Pederson, with TSC and Mark of Hanson and Rob Shehan of Independent Fiber met with Commissioners Schroeder, Schlumbohm and Lammers to discuss Consolidated Communications and ARP funds. TSC has taken over Consolidated Communications. TSC is located in Wapakoneta. Commissioner Lammers emphasizes that the funds must be spent within Putnam County. The plans for TSC for the ARP would be for a switch also to upgrade the network. Mr. Pederson assured the Commissioners they will invest in Putnam County. He said during the accident last week their generator only lasted 52 minutes rather than the hours that it should have operated. Consolidated did not maintain the equipment properly. TSC also has plans for Pro-Tec and the Leipsic area. They are planning to improve fiber service to the area. Commissioner Schroeder asked about upgrading the cable television service also if that would be upgraded also. Pandora, Leipsic, Columbus Grove, Belmore, Gilboa and Mt. Cory are all included with the acquisition. The amount of funds left is \$50,000 that was not spent by Bright net. This can be transferred to TSC. There has been fiber installed along major highways to connect some major cities to Facebook. A large data center will be located in Charleston, West Virginia. TSC is looking to expand their workforce and will be hiring a network engineer. Technical help is hard to find.

Tim Schnipke informed the Commissioners that the Sewer Dist. #2 residents are happy with the improvements and the new amount they are paying for their monthly sewer bill. The roof will start on May 23 over Soil & Water. There are a couple applicants for the custodial position that will be interviewed.

Commissioner Schroeder went down to the Assembly Room to attend the TIRC Meetings.

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

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

Mr. Schlumbohm moved to adjourn for lunch.

Mr. Lammers seconded the motion.

Vote: Lammers yes Schlumbohm yes Schroeder yes

Mike Lenhart met with Commissioners Schroeder, Schlumbohm and Lammers to discuss on record the minutes of March 3 & the Auditor's comments. Mr. Lenhart invited the County Auditor to attend the meeting to discuss the minutes and the Auditor did attend. Mr. Lenhart wanted to address some questions both public and private that have arisen from reviewing the minutes from March 3, 2022. Mr. Lenhart provided some backstory to the situation and he provided some additional notes and email correspondence between Greg and Nolan and himself and Bob Benroth. Mr. Lenhart reviewed some of the past conversations within the correspondence. The additional information that was submitted also included an inquiry to surrounding counties as to a Planning Commission, Floodplain Coordinator, GIS Coordinator and who completes the BAS for those counties. Only six out of the nine counties surveyed responded, but all of them said their GIS coordinator or the employee that creates the shapefiles completes the BAS survey. Hopefully the submitted information will clear up some of the comments that were initially made. Mr. Lenhart has not been opposed to paying the annual GIS contribution, it was the previous Engineer. Mr. Lenhart hopes this additional information will help to address some of the comments and misgivings that the March 3 minutes have created. Bob said there were comments written about him in previous minutes that do not reflect positively on him also. Bob stated that the GIS Coordinator position is similar to the Planning Commission in being a one-person department. The Auditor and Engineer discussed the escalation of the situation and they should have handled some things differently and spoke directly. The Commissioners were willing to amend the minutes from March 3. Mr. Lenhart said those minutes have already been viewed by the public. The Commissioners said it would draw more attention if they are changed now. Mr. Lenhart also rebutted another comment about submitting bills for reimbursement for paying a position to fill in for another employee while on vacation. He explained his finances and the ability to receive said reimbursement (See attached Engineer's comments). Mr. Benroth questioned Mr. Lenhart about paying the cost allocation. Mr. Lenhart said he maintains his own building, parking lot, and pays his own utilities and maintains the gas pumps, he figured it was a wash with the building maintenance and that eight other departments use the gas pumps. Bob explained the cost allocation includes the insurance and issuing the employee pay checks. Mr. Lenhart does not request funds from the Commissioners to make repairs, he takes care of them when repairs are needed. The March 3 minutes regarding the Engineer not being a team player was discussed (See attached Engineer's comments). The cooperation between the offices was discussed. The Commissioners will review the minutes more closely to hopefully prevent misunderstandings and miscommunication. Mr. Benroth apologized for offending Mr. Lenhart.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote: Lammers yes Schlumbohm yes Schroeder yes

Submitted by Michael L. Lenhart, Putnam County Engineer during the Commissioner's Meeting on 3/15/2022 at 2:30 PM

In regards to the 3/3/2022 meeting minutes comment, "Bob said the Engineer is not being a team player for the County.":

The following is a list of examples provided by the County Engineer regarding his efforts in being a team player for Putnam County.

Auditor's Office: Our office works very closely with the Auditor's office in multiple areas. In June of 2016, the County Auditor, County Engineer, and their staffs worked together and revised the Putnam County Real Property Conveyance Standards that were approved by the County Commissioners. Both of our offices are involved in the process when land-transferring documents with legal descriptions are to be recorded. As part of this process, members of the Auditor's office staff routinely ask members of the Engineer's office staff questions about legal descriptions and surveys to ensure accuracy for the residents of Putnam County. As I have stated before, the GIS Coordinator is part of the County Auditor's staff and we routinely work together on GIS applications that not only benefit my office, but other Elected Officials, County Departments, Townships, Villages, and the public. Petition ditches and tiles that are on maintenance also require tax assessments to be collected. This process involves staff from the Engineer's office, Auditor's office, Commissioner's office and Treasurer's office.

Recorder's Office: Our office works very closely with the Recorder's office. Both of our offices are involved in the process when land-transferring documents with legal descriptions are to be recorded. As part of this process, members of the Recorder's office staff routinely ask members of the Engineer's office staff questions about legal descriptions and surveys to ensure accuracy for the residents of Putnam County. Our offices also share a full-time employee, with the employee working 30 hours a week for the Recorder and 10 hours a week for the Tax Map Department which is part of the Engineer's Office.

Commissioner's Office: Our office works very closely with the Commissioner's office. As listed above, their staff is involved in the tax assessments for the petition ditches and tiles on maintenance. As listed below, their staff is also involved in the Ohio Public Works Commission and the Transportation Improvement District. The Commissioners have asked for my Engineering help and opinion on various projects including creating an estimate for a grant application at the County Airport and recommendations on improvements or repairs needed at the fairgrounds, OG Complex, Courthouse parking lot, Sherriff's office parking lot, landfill drive, and recycling center drive.

Sheriff's Office: Our office works very closely with the Sheriff's office during inclement weather and other safety related issues. I have also completed preliminary CAD drawings and Engineer's estimates for grant applications for the Sheriff's office. We have also worked together to respond to complaints or safety issues reported by residents.

Office of Public Safety Department: Our offices work together to create emergency response plans and determine the roles and responsibilities of each department during the event of an emergency.

Fire Departments: One of the GIS applications that I am currently working on with the GIS Coordinator is a map of the load-reduced, posted bridges within the county so the fire trucks will know how to choose a route to safely get to a fire as quickly as possible.

Health Department: We have worked together to create the Health Department's handout called the ***Putnam County Building Process*** to try to aid residents who are planning on building a new home. This includes sharing information about driveway and yard enclosure permits, the necessity at rare times to connect drainage tiles into existing road tiles, tax map related questions, etc.

Soil and Water Conservation Department (SWCD): In the past, the SWCD office used to complete petition ditch and tile projects for residents. They were historically only seeing one out of every three projects get approved and constructed. This resulted in a lot of wasted time and energy in surveying and designing plans that never got completed. Our office generally has a much higher success rate and we agreed to take on the role that all petitions now originate in the Engineer's office. The SWCD staff still assist our office from time to time with surveying and designing these projects. We also work together on utilizing grant monies obtained by the SWCD office on projects within the county.

Ohio Public Works Commission (OPWC): I voluntarily serve as the Putnam County representative on the District 13 OPWC Integrating Committee. I also serve as one of the board members of the County Project Selection Committee where we determine the county's slate of projects that we take to the District level.

Transportation Improvement District (TID): I have volunteered to be one of the board members for this newly created TID that will hopefully allow additional transportation monies to be brought into Putnam County.

Planning Commission Department: I voluntarily serve as a member of the Planning Commission Board. Now that one of my Engineer's office staff is now the Planning Commission Coordinator and Floodplain Administrator as of 1/1/2022, I have additional supervisory responsibilities for this employee. Since the first of the year, we have already had numerous conversations about this employee's new duties.

Geographic Information System (GIS): I voluntarily serve as a member of the Putnam County GIS Board. I also help contribute an annual amount of money to the GIS Fund to help support the overall GIS services provided to our office and other county agencies to better serve the residents of Putnam County.

Townships: One of the GIS applications that I work on with the GIS Coordinator is for the Township Trustees. It allows them to add historical road maintenance records and existing culvert inventory and inspection reports to aid them in planning future projects. We also understand that the Township Trustees have limited budgets. In order to help them financially with these future culvert projects, we pay for the pipe material under all the township roads and replace culverts larger than 18" in diameter with our own crews. I also try to frequently attend the monthly Township Trustee Meetings to facilitate communication with the Trustees.

Villages: We also understand that the Villages have limited budgets. As County roads enter Village Corporation Limits, portions of these roads become split maintenance due to only half the road being inside the Corporation Limit. In order to help them financially, we do not ask the Village for partial payment of routine road maintenance costs including patching, crack sealing, chip sealing, fog sealing,

pavement markings or culvert replacements. When a road does require asphalt paving, we do communicate and agree to split the costs evenly.

Fuel Sharing: The Engineer's office operates and maintains a gasoline and diesel fuel refilling station at our County Engineer Garage Facility. There are eight other departments that utilize this refilling station on a fuel-only cost reimbursement program.

Grant Funding: Since becoming the County Engineer in May of 2015, I have administered and/or applied for and received over \$10.5 Million worth of Federal and State grants for the county to be used on rehabilitating or replacing bridges, widening and paving roads, and safety improvement projects including determining no passing zones on county roads, adding more pavement markings to the county roads, adding more signage to the curves on county roads, and adding reflective strips to all our county-maintained sign posts.

In regards to the 3/3/2022 meeting minutes comment, ["The Engineer send bills to the Commissioners for paying a replacement position for filling in due to vacation for someone from his office."](#):

The only times that I have requested a transfer of money is for when the Engineer's office Administrative Assistant completes the duties of the Engineer's office Tax Map Drafter when the Tax Map Drafter uses sick or vacation time. The Tax Map Drafter's salary is set by the County Commissioners and paid from a County Commissioner managed 12-A-9 General Fund. When property is transferred in the County Auditor's office, part of the conveyance fee is used to generate General Revenue Fund monies to fund the Tax Map Department per Ohio Revised Code 5713.10. The Engineer's office Administrative Assistant's salary is set by the County Engineer and paid from a County Engineer managed K-2 (AL&Gas) Fund. Per the Ohio Constitution, Article XII, Section 5a, all monies generated for the Engineer's office from vehicle registrations and fuel purchases (AL&Gas) must be spent on the "payment of highway obligations, costs for construction, reconstruction, maintenance and repair of public highways and bridges and other statutory highway purposes." This includes all personnel, equipment and materials necessary to fulfill these responsibilities. Since the Ohio Revised Code requires all Tax Map Department expenses to be paid from the General Fund, when the Administrative Assistant completes these duties, I request a transfer of funds to avoid violating the Ohio Revised Code and the Ohio Constitution by expending monies through a misappropriation of funds.

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, March 15, 2022.

Mr. Lammers seconded the motion.

Vote: Mr. Lammers none Mr. Schlumbohm none Mr. Schroeder none

