

Minutes for Thursday, March 19, 2020

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, 2020, 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 081, EMA
W 2, Supplies\$ 20,000.00
(for emergency supplies-Virus)

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. 115 , Page 54

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, 2020, the following sum be and the same are hereby appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 035, Solid Waste District Disposal Fees
35 CON, Consultants.....\$ 34,350.00

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

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

ADAMHS Bd.....Purchase order 39584

Ditch Maintenance....Purchase order 40740

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
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Purchase orders and travel requests

Solid Waste Dist Disp Fees.....Purchase order to Resource Recycling Systems Inc for solid waste mgmt plan update for \$ 34,350.00.

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

Mr. Schroeder seconded the motion.

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

Exceptions: Mr. Schroeder Mr. Schlumbohm Mr. Lammers

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

The Commissioners were updated on the virus changes within the last within the last 24 hours.

John Luetz called to talk to Commissioners Schroeder, Schlumbohm and Lammers regarding courthouse closure and the allowances. The Commissioners confirmed that the Courthouse is still open and the courts are still in operation. No one can close the courthouse all the elected officials must agree to one procedure. Each elected official can control their own space for public access. Commissioners asked about an official being allowed to send half their staff home and still paying them. The Personnel policies that are in place should be followed. An elected official can reduce staff and put them on administrative pay. The Commissioners' are to call the CORSA HR helpline for any employment pay questions.

The Commissioners discussed some options for additional temporary cleaning staff and what hours would be available. 20 hours per week was an agreed amount of hours for the additional cleaning hours. An hourly rate of pay was discussed.

Each department head/elected official can determine at their discretion staffing levels needed during emergency status as long as it does not adversely affect the budget. Overtime hours are discouraged and employees allowed to be on administrative leave would still need to be available to come to work if needed. Please don't abuse.

Judge Scheirloh stopped in to ask about the open status of the courthouse. The Commissioners said the courthouse is still open but it is recommending that the public limit their trips to the courthouse as much as possible and to call the office to confirm the business.

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

Commissioners Schroeder, Schlumbohm and Lammers held a conference call with Suzy Wischmeyer, Director of Job & Family Services regarding the abilities to work from home. She is working on a policy to allow teleworking. She is enforcing communication with the office to confirm the hours worked. The use of administrative leave was also discussed. If they are working from home they are not on administrative leave. The limit on their lobby traffic could be implemented. They cannot close due to the need for unemployment services and children

services needs. The Commissioners are making decisions on closing other county buildings if JFS can still provide services and close their lobby, they can close the lobby. Things are changing constantly.

Lori Rayle stopped in to inform the Commissioners that they are getting increased foot traffic currently since other surrounding counties have closed their offices.

Mr. Schlumbohm moved to adjourn for lunch.

Mr. Schroeder seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm yes

Commissioners returned from lunch.

The minutes from Monday and Tuesday March 17, 2020 were reviewed and approved.

Mike Klear stopped in to update the Commissioners on current situations. The Health department distributed any extra (PPE) Personal Protective Equipment to the law enforcement and EMS to utilize. Mr. Klear also mentioned some personnel issues. Some additional supplies arrived today. The change in hours for EMS employees was also discussed Mr. Klear is trying to fill all the positions that he has available and increase the part time hours. The Auditor has been in to warn offices of decreased revenues due to the large employer shut downs and a decrease in sales tax that is coming. So the Commissioners are not overly willing to ok excessive overtime. The Commissioners are reviewing the submitted COOP from each office. The County's Continuity of Operations Plan has been enacted at the first level. The Commissioners talked about getting portable FEMA trailers to set up at the Fairgrounds to provide space for quarantine of first responder employees since there are hook ups already at the Fairgrounds. There is possibly a rental property available for employee quarantine also. AN EOC was discussed Emergency Operations Center. The operations center will be setup and the first call will go out tomorrow at 10 a.m. for organization, it will begin with partial operations M-F 8:30 a.m.- 4:30p.m. Health, Sheriff, Fire, ACC, Dispatch, and Commissioner Joan Kline and Nancy Kline will all be involved with the first call. A press release will be done. A level 2 status for the county would be having the Courthouse closed to the public but still having employees report to work. No personal information would be shared if a case would be reported within the county but it would be provided to the first responders so they can be properly equipped and protected. The ability for large conference calls has been enabled. The Commissioner Board President would have to be available to enact the Emergency Operation Plan along with the EMA director.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm yes

Commissioner Schroeder participated in a conference call with CCAO, CORSA and CEBCO.

Mr.Schlumbohm moved to approve the minutes as read from Thursday, March 19, 2020.

Mr. Schroeder seconded the motion.

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

