

Minutes for Thursday, May 21, 2020

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 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 018 General Ditch
Q 50, Advance Out.....\$25,000.00

and be it

RESOLVED, that per the request of the Putnam County Commissioners for the purpose of the County General Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Q 50, Advance Out (Repay County General for partial Advance in Feb, 2020 of \$50,000)	A 25A, Advance In	\$25,000.00

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 137

Mr. Lammers moved the adoption of the following Resolution:

WHEREAS, The Putnam County Commissioners received a request from the Community Corrections Department to establish appropriation lines for Fund 103, Community Corrections for Community Corrections Act grant.
now therefore, be it

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

- 103 SA-21 Salaries & Fringes
- 103 TRN-21, Training and Transportation
- 103 SU-21, Supplies
- 103 CS-21, Contract Services

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 139

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 103, Community Corrections, PSI Writing Grant
103 SA-21, Salaries & Fringes.....\$84,362.00
103 TRN-21, Training & Transportation.....\$ 2,400.00
103 SU-21, Supplies.....\$ 1,760.00
103 CS-21, Contract Services.....\$ 3,240.00

Mr. Schroeder 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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Mr. Schroeder moved the adoption of the following Resolution:

WHEREAS, Bids for the purpose of purchasing a new 2020 vehicle for Medicaid for the Department of Job & Family Services were opened and tabled on the 8th day of May, 2020.
and

WHEREAS, The following bids were received:
H & K, Chevrolet, Pontiac, Buick, 200 S. Main St., Box 449, Continental, OH 45831
Bid deposit.....Bid Bond
2020 Chevy Traverse LS, AWD 3 vehicles Purchase price....\$28,389.60

Knippen Chrysler Dodge Jeep, 800 W Fifth St. Delphos, OH 45833
Bid deposit.....Cashier Check
2020 Jeep Cherokee Latitude, FWD.....Purchase price....\$24,668.50
2020 Grand Caravan Purchase price....\$22,725.50
2020 Dodge Charger Purchase order ...\$25,075.50

Ottawa Chevrolet, 1420 N. Perry St., Ottawa, Ohio 45875
Bid deposit.....letter of credit
2020 MalibuPurchase price \$ 23,844.08
2020 Express Wagon LS.....Purchase price... \$ 36,997.60
2020 Chevrolet Blazer DLT.....Purchase price....\$33,244.85
2020 Chevrolet Traverse AWD.....Purchase price....\$ 35,122.85
2020 Chevrolet Traverse LS, FWD....Purchase price ...\$ 33,146.60
now therefore, be it

RESOLVED, The director of the Putnam County Job & Family Services, Suzy Wischmeyer states that Knippen Chrysler Dodge Jeep Inc of Delphos, OH was the best bidder with the 2020 Grand Caravan SE at purchase price of \$ 22,725.50.

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

Clerk of Courts.....purchase order 40998
Youth Subsidy.....purchase order 40753
Computerization-Juvenile....purchase order 40754
Computerization-Probate.....purchase order 40755

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

EMS.....purchase order to A & R Concrete for Trailer Floor for \$ 650.00.

EMA....purchase order to Village Commercial Supply for generator & accessories for \$ 850.00.

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

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

Commissioners Schroeder, Schlumbohm and Lammers met with Cindy Landwehr and Joe Burkhart at 9:00 a.m. to discuss the 2021 budget figures for the Commissioners' office, and IT department. Joe presented figures for the updates for backups of support renewals for 3 years, the Commissioners reviewed the figures and were thinking that the support would not be needed but to instead set up a maintenance replacement plan to purchase new equipment in intervals instead rather than extend support. Joe also said the panic buttons have been upgraded and are working at all locations. The Commissioners asked for a quote on a forth server. The Commissioners also wanted to continue preparation for the ability to work remotely. The budget figures for the Commissioners office were reviewed and the payroll distribution for the employees.

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

Commissioners Schroeder, Schlumbohm and Lammers met to resume reviewing the County Personnel Policy for updates. The policy will be revised with the approved updates. And the policy will be made available to employees online.

The minutes from Tuesday May 19, 2020 were reviewed and approved.

Mr. Schlumbohm moved to adjourn for the lunch.

Mr. Schroeder seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm yes

Commissioners Schroeder and Lammers returned from lunch.

Paulette Mills and Paul Tecpanecatl called in to speak with the Commissioners Schroeder and Lammers and Ashley Siefker about three possible CDBG open cycle applications that would need their backing as the applicant on behalf of the Villages of Columbus Grove and Leipsic. Commissioner Schlumbohm also joined via teleconference. Columbus Grove is LMI eligible by survey done in 2019 and Leipsic is above the required 51% to become automatically eligible.

Columbus Grove would like to first like to apply for a Target of Opportunity. This is where three business owners can apply together for improvements to their building. The max amount that can be applied for is \$250,000. The interested parties would pay half of the inspection fees and the RLF fund would pay the other half with the understanding that if the application is funded it can be reimbursed and if not funded the Village would be billed by the Commissioners for reimbursement.

Columbus Grove would also like to apply for a Critical Infrastructure grant for ADA improvements to their Town Hall. Estimate for the project is about \$80,000. The Village would pay the application/inspection fees as well as the 10% match.

The Village of Leipsic would like to apply for a Critical Infrastructure as well. They would like to do sidewalk work around Buckeye Park and the low income living complex so all would connect. The estimate for this project is \$180,000 - \$200,000. The Village would pay the application/inspection fees as well as the 10% match.

Paulette and Paul are getting with the Villages to see what kind of timing they are looking at because that will affect the application process in the way of hearings and amending the CDIS that was updated for the CHIP and Allocation applications that were awarded. They will get with Ashley to see what kind of coordination is needed to get to the pre-app for these projects. With current applications and these potential ones there will be two or less in each grant type if all would be awarded. This is within State regulations for receiving grant money.

Commissioners Schroeder and Lammers met with Bob Benroth and Jeremy Maag of the Auditor's office, Commissioner Schlumbohm joined via teleconference to discuss the financing of the sewer district project and the water contingency fund remaining balance. Bob shared the sales tax figures and the reduction of revenue has not hit yet. The next quarter will reflect the shutdown numbers. The predicted is that the figures will be lower. The triannual real estate update has been started it was delayed due to the shutdown. The people will be going out to assess the county real estate with outdoor inspections only and they will have badges to show if questioned. Pandora School District has made a rule to have certain property sale values disputed creating more work for the Auditor and making some taxpayers angry when there is no

way to change sale values. OPERS did an audit of the law enforcement personnel and it was found to be in compliance. The State audit of the County is almost completed already, no issues found so far. Bob brought up the Fund 61 Water Contingency fund and a review was done with the State Auditor and Prosecutor. Alaina Siefker joined the meeting also. The Water District #1 funds balance was transferred to the Village with the water line. The Fund 61 was only set up for water tap in fees in 2006 sewer tap fees were added to it also. There is a balance in the fund that was asked what those funds could be used for. The money from this fund was generated for the purpose of operating the water line. If there is proof the County put money into the fund it can be submitted to the Court to request the money recouped back to the County or a resolution can be done to charge the fund for the past expenses to reimburse the County for the expenses. The sewer districts were discussed as to the plans to transfer their operations over to the Village of Ottawa. The Sewer District #1 loan was discussed and the payments that can be made and if this loan could be paid off early. The Board approval and legal opinion for trying to pay it off early would be needed. The loan would not be turned over to the Village with the Sewer line. The Village would be willing to collect the portion for loan payments for us to still pay the loan. Sewer Dist. #2 has 34 customers and Sewer District #1 has 175 customers. The Sewer District #2 project was discussed as to the estimated costs and how it would be financed. The balance of the Sewer District #2 fund was reviewed. The payback of the repairs was discussed and how it would be paid back and the term. The current estimate of the repair project for Sewer Dist. #2 is \$99,120. A bank loan would not be needed for the financing, if the County could cover the financing itself. The Commissioners explained the plan to pay for the repairs to the Auditor. If the loan is paid off early for Sewer Dist. #1 capital Improvement funds could be used to pay off the loan and the payment would still be collected until the whole debt amount is paid off and paid back to Capital Improvement. The Commissioners are considering using the Capital Improvement funds as the "loan money" to cover the repairs since it is already there. Commissioner Schlumbohm left the meeting. The County has other revenue streams coming in that are not dependent on the economy. The Sewer Dist. # 1 loan payoff will be looked at later in the year. The billing processes of the Sewer districts was explained to the Auditor.

Mr. Schroeder moved to adjourn for the day.

Mr. Lammers seconded the motion.

Vote Schroeder yes Lammers yes Schlumbohm absent

Mr. Lammers moved to approve the minutes as read from Thursday, May 21, 2020.

Mr. Schlumbohm seconded the motion.

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

