

Minutes Tuesday, July 8, 2025

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, 2025.

For Office of Public Safety

From...5120-66-110-505000, Vehicle Replacement....to....5120-66-110-504100, Equipment.....\$ 80,000.00

Mr. Brubaker seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

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Mr. Wehri moved the adoption of the following Resolution:

WHEREAS, the Putnam County Engineer advertised for said bids for the 2025 County OPWC Paving Program and received said bids on the 26th of June, 2025, at which time the bids were opened, publicly read, and tabled for further study;

WHEREAS, the Putnam County Engineer's Office sent a letter recommending that the contract for the 2025 Putnam County OPWC Paving Program be awarded to Ward Construction Co., Leipsic, Ohio, based on their bid read at the bid opening on June 26, 2025.

Now therefore, be it

RESOLVED, that after review of bids received and preparation for the bid tabulation by the Putnam County Engineer, the Board of Commissioners does hereby award the contract for the 2025 Putnam County OPWC Paving Program to Ward Construction Co., Leipsic, Ohio, based on their bid read at the bid opening on June 26, 2025.

Mr. Schlumbohm seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

Comm. Jrl. 121, Page 282

Mr. Wehri 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, 2025.

Fund 001

For Board of Elections...

From...1001-30-190-504001, Ballots & Absentee Envelopes...to...1001-30-190-506001,Misc Fees..\$ 29,512.41

Mr. Schlumbohm seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

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Then and Now Payments

Landfill closure/Mnt... to Bell Auto for repair to leachate truck for \$ 20.88.

E-911...to Putnam County Sheriff for 911 utility usage for Jul-Dec 2025 for \$ 15,000.00.

Mr. Brubaker moved to approve the then and now payment requests.

Mr. Schlumbohm seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

Exceptions: Mr. Wehri none Mr. Brubaker none Mr. Schlumbohm none

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Purchase Orders and Travel Requests

Office of Public Safety.....purchase order to Locality Media for New EPCR system for \$ 12,080.00.

County General....Blanket purchase order for Jul-Sept janitor supplies for \$ 5,000.00

CDBG.....Purchase order to 4 Imprint for fair housing give a ways for \$ 1,500.00

Sewer Dist #1.....Blanket purchase order for supplies for \$ 700.00

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

Mr. Schlumbohm seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

Exceptions: Mr. Wehri none Mr. Brubaker none Mr. Schlumbohm none

Purchase order Adjustments

Mr. moved to approve the purchase orders adjustments.

Mr. seconded the motion.

Vote: Mr. Wehri Mr. Brubaker Mr. Schlumbohm

Commissioners Wehri, Schlumbohm and Brubaker attended a joint county conference call with Van Wert County Commissioners to discuss the maintenance collection on the Utrup Heissing and Evans-Steinbrenner joint county ditches.

Commissioner Wehri led the Pledge of Allegiance with Commissioners Schlumbohm and Brubaker.

Commissioners Wehri, Schlumbohm and Brubaker held the bid opening for the landfill mowing. The bids were received as follows:

Contractor	Bid amount
M & S Lawn & Landscape	\$2,640.00
Croy's Mowing	\$2,640.00
Morman's Lawn & Property	\$ 2,900.00

Mr. Schlumbohm moved to table the bids for review.

Mr. Wehri seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

Tim Schnipke stopped in to update the Commissioners.

The Commissioners asked about the water bills for the Ag Complex Tim is looking into it. There are bricks being replaced at the Annex today, the mason work by Lee Construction will start next week and then Leever can work on the windows. Sewer Dist. #1 -pumpstation #A one pump needs a new check valve, the pump is original from the 80's and parts are no longer available. Tim will get a price on new pump and see if it could be rebuilt. Pump station B was rebuilt about 2 years ago. The lining of the remaining manholes is looking good and holding up. The stoves are fixed at the event center. Are there any updates on redoing the ceiling? Currently the last 2 weeks of July into August. It was delayed due to metal not being in. Rupp-Rosebrock coming to do the work. Kim Rieman wants to change things at the Health Dept redoing the lobby to make more room. Fuel was added to the generator at the jail. The generator will not be moved until later this fall. The east end doors at the event center were swelling during the fair and they have been adjusted. Tim is checking into getting an elevator installed at the Health Dept. He needs to have plans to add one to the building. The Ag Complex lost power over the weekend and the maintenance frig died, so a new one was purchased. Both of the Ferris mowers have had starting issues, there is a recall on the wiring harnesses. The maintenance servicing was done the mowers as well. The smoke test report from Wesler Engineering should be coming this week. The meeting from Monday regarding the cabinetry went well, Tim said the consultant was very good for laying out the rooms and making suggestions. The distance from the rooms to the air units was a concern, it should be closer, the units could be placed on the roof to be closer to the room units. Commissioner Schlumbohm will be meeting with Glandorf Council to discuss the easement. The gas service for the Glandorf building was discussed.

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

The minutes from Thursday July 3, 2025 were reviewed and approved.

Keith Kramer and Allison Kramer of Document Service Company met with Commissioners Wehri, Schlumbohm and Brubaker, Kim Redman, Sherri Britsch, Joe Burkhart, Brian Hilvers and Bob Benroth to discuss document retention. Keith has offices in Lima & Findlay, Allison will taking over the business. There are a few surrounding counties (Allen, Marion, Gallia, Hancock & Shelby) that are using them for storage. Images of the facilities were viewed. The shelves are

bar coded and labeled. There is a dry system for fire suppression. It is a safe security building with limited access. They do service government along with fortune 500 companies. The vault storage is climate and static controlled. There is recall software the box is coded when it enters and is inventoried. Accessing files if ordered before 11:00am it will be delivered the same day, after 11:00am it will be the next day. Scanned will be sent through a secured link. They do provide services of organizing files for the customer. Off-site document shredding is offered. The shredding is recycled. A certificate of destruction is provided for shredded files. Document scanning of both standard and oversized documents is available. Hard drive shredding is also available and the electronics are also recycled. A price sheet was shared. The pricing is based on the services. Our current microfilm that is stored in Pennsylvania would go into the climate-controlled storage. Access services for document retrieval are available. We could pick up files personally rather than have them delivered. There can be a set day of the week for our deliveries. The business was developed from Lane Storage and branched off to document storage and security. The contract terms can be flexible. They have traveled to Pennsylvania to pick up records. Tier 6 users would be needed to pick up the records. Converting documents from microfiche to digital was questioned, there is a third-party company that could provide that service. Digital access and electronic images would be the most important even though micro film is the originally secured method of record retention. Document Service Company has limited number of employees. Our records could go to the Lima location, 245 E. Murphy Street in Lima. Mr. Kramer tries to keep the costs down since small counties have small budgets. The contract would be with the Board of Commissioners but the departments would have access to use the services. Physical files outnumber the electronic files in storage. There is a concern of unassigned records that are currently in storage and how will we learn what those records are and get them inventoried. The Commissioners are interested in getting a quote for all the storage that would be needed including the Third street storage. Sherri is willing to set up the viewing with Keith so he can put together a quote for the county.

Mr. Schlumbohm moved to adjourn for lunch.

Mr. Brubaker seconded the motion.

Vote: Wehri yes Brubaker yes Schlumbohm yes

Commissioners Wehri, Schlumbohm and Brubaker resumed session.

Commissioner Schlumbohm attended the records commission meeting with Sherri Britsch, Kim Redman, Gary Lammers and Bob Benroth.

Commissioner Schlumbohm left for the day.

Mr. Wehri moved to adjourn for the day.

Mr. Brubaker seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm absent

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, July 8, 2025.

Mr. Wehri seconded the motion.

Vote: Mr. Wehri yes Mr. Brubaker yes Mr. Schlumbohm yes

