

**Minutes Tuesday, August 19, 2025**

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, 2025, 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, Office of Public Safety  
5120-66-110-503001, Billing Expense.....\$ 75,000.00

Mr. Wehri seconded the motion.

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

Comm. Jrl. 121, Page 353

Mr. Wehri 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, 2025, 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, County General  
1001-38-010-506100, Various settlements.....\$6,235.43

Fund 068, Mental Health  
2068-34-320-506000, Other expense.....\$5,734.01

Fund 100, E-911 System  
2100-32-240-506000, Miscellaneous.....\$11,648.46

Fund 022, Brookhill Center School  
2022-3-280-506000, Miscellaneous expenses..... \$26,919.04

Fund 063, Health

8063-46-380-506008, Other expense.....\$4,777.18

Fund 120, PCEMS

5120-68-110-506000, Other expense.....\$5,312.15

#### Second Half Tax Settlement

Mr. Brubaker seconded the motion.

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

Comm. Jrl. 121, Page 354

#### Then and Now Payments

**Probate/Juvenile Crt.....**to Redwood Toxicology for drug testing for July for \$ 45.50

**E-911...**to Powerphone for annual software and license training renewal for\$ 7,271.00

**CDBG.....**to Kleinfelder Inc for Leipsic FLEX Grant 24 Admin for \$ \$1,153.50

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

Mr. Brubaker seconded the motion.

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

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

Comm. Jrl. 121, Page 355

#### Purchase Orders and Travel Requests

**Job & Family Services.....**Purchase order to Adriel School for FCM Juliana & Jon Ingleston for \$ 1,008.00. Purchase order to Adriel School for FCM for Z & E Powell for \$ 1,500.00.

**Board of Elections....**Travel request for Karen Warnecke & Kathy Miller to attend the Northwest Regional meeting in Marblehead, OH on Aug 22, 2025 with expenses for mileage, registration and meals totaling \$ 114.40.

**Landfill Closure/Mnt.....**Purchase order to Bowser Morner for slope stability analysis for landfill for \$ 7,800.00.

**Veteran Service Commission.....**Travel requests for Jon Balmer, Mat Prenzlin and Kyle Frias to attend the OSACVSO Fall School in Dublin, OH Sept 10-Sept 12, 2025 with expenses for mileage, lodging, meals, and other totaling \$ 2,517.78.

Mr. Brubaker 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**

**CDBG.....**Purchase order to Schimmoeller Construction for Allocation for Historical Museum ADA improvements additional \$2,341.25 needed due to incorrect figuring.

Mr. Wehri moved to approve the purchase orders adjustments.

Mr. Schlumbohm seconded the motion.

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

Tim Schnipke stopped in to inform the Commissioners that the lift station for Sewer Dist #1 will not be started until later this week. The issues at the event center for the Board of Elections were questioned if they can be resolved before the election. Tim said the striping in the parking lot could be done by the company that is striping the county lots now. The handicap sign has not been raised yet that Tim is aware of. The courthouse lot will be done this coming Saturday.

Commissioners Wehri, Schlumbohm and Brubaker, Kim Redman, Mike Boaz, Laura Hilitbran, Jamie Thomas, Joe Burkhart, and Jeremy Maag met with Keith Kramer of Document Storage to review the quotes for him to take over the storage of county records. Keith presented the quotes and explained the services to those who were not at previous meeting. Keith explained the process to request records and how and when they would be received. Keith has toured the current records building and thinks majority of those records could just be cataloged and moved. He preferred is a supervisor is present when moving the records. Once the information is cataloged the retention schedules can be created. This process can help free up space so it can be repurposed. If documents are ordered before 10:00 it can be received same day. Most document scan be transmitted electronically to make the retrieval even faster. Some counties have sent their ledger books to storage for save keeping since all the content have been scanned. Most county's pay one check for all departments the bills can be itemized back to the departments. A standing delivery day could be set up for weekly deliveries. Keith explained the billing schedule for storage. Keith was previously in the shredding and recycling business. He will make sure we have secure storage but with easy access to the records when needed. There are no longer microfilm readers at the County but the library does have one that can be used. They could start as soon as next week and will work with each department there is no rush and will keep things organized. Maintenance will not be making the trips to be picking up records if they are not delivered someone from the requesting office will be retrieving. The Commissioners will confer will all the departments and see what the needs are for each department. There is no time line that the Commissioners want to get rid of the current building. This company know what they are doing with cataloging records. The departments could by charged for their portion through cost allocation. The initial cost would be moving the records. The Commissioners are in favor to move forward with moving the records to Document Storage from Access. All other departments that have not been present at the meeting will be invited also.

Mike Boaz says there is a musk rat problem out at Brookhill Industries. He has an estimate but wants to know if it is reasonable.

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

The minutes from Thursday August 14, 2025 were reviewed and approved.

Commissioners held bid openings for County Farm ground

At 10:30am 1.303 acres on Rd J

Bidder	Per acre Bid amount	Total Bid	Bid Deposit	Insurance
Dan Kroeger	\$205.00	\$801.35		x
Bryan Maag	\$237.91	\$930.00		x

Mr. Schlumbohm moved to table the bids for further review.

Mr. Brubaker seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

At 10:45am County Farm 172.5 acres

Bidder	Per acre Bid amount	Total Bid	Bid Deposit	Insurance
Keith Schulte	\$239.00	\$41,227.00		x
Blanchard Valley Farm	\$ 317.00	\$164,047.50		x
Tyler & Trevor Siefker	\$ 266.50	\$ 137,913.75		x
James Meyer	\$ 394.42	\$204,112.35	x	
Matthew Wagner	\$ 289.78	\$ 149,961.15		x

Mr. Wehri moved to table the bids for further review.

Mr. Brubaker seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

At 11:00 am Airport Farm 15.647 acres

Bidder	Per acre Bid amount	Bid Total	Bid Deposit	Insurance
Kenneth Verhoff	\$ 188.00	\$8,824.92		x
Dan Kroeger	\$ 220.00	\$ 10,327.02		x
Blanchard Valley Farms	\$ 187.00	\$ 8,777.97	x	

Mr. Schlumbohm moved to table the bids for further review.

Mr. Brubaker seconded the motion.

Vote Wehri Brubaker yes Schlumbohm yes

At 11:15am Landfill Farm 2.067 acres

Bidder	Per acre Bid amount	Bid Total	Bid Deposit	Insurance
Dan Kroeger	\$150.00	\$ 930.15	x	

Mr. Schlumbohm moved to table the bids for further review.

Mr. Wehri seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

At 11:30am O-G Road Farm 5.43 acres

Bidder	Per acre Bid amount	Bid Total	Bid Deposit	Insurance
Dan Kroeger	\$220.00	\$3,583.80		x
Tyler & Trevor Siefker	\$ 206.50	\$3,363.89		x
Peyton Kuhlman	\$ 185.50	\$ 3,021.80		x x

Mr. Schlumbohm moved to table the bids for further review.

Mr. Wehri seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

At 11:45am Putnam Parkway Farm 8.231 acres

Bidder	Per acre Bid amount	Bid Total	Bid Deposit	Insurance
Keith Schulte	\$221.00		x	
Tyler & Trevor Siefker	\$ 196.50			x
Dan Kroeger	\$ 220.00			x
Peyton Kuhlman	\$ 205.50			x x

Mr. Wehri moved to table the bids for further review.

Mr. Schlumbohm seconded the motion.

Vote Wehri yes Brubaker yes Schlumbohm yes

Brian Hilvers and Kyle Hashbarger met with Commissioners Wehri, Schlumbohm and Brubaker, Tim Schnipke, Joe Burkhart and Aaron Vorst to discuss updates and quotes on the EMS building addition. Brian proposed some cuts and cost savings to the plans and not everything needs to be finished right away. There are room speakers that can be added later. The heated floors and driveway were discussed, if the whole area is needed to be heated. Tim Schnipke asked why the electrical estimate is so high the generator is only \$120,000. of the \$842,000 estimate. The parking was increased, since the house is being tore down. The need for all that parking was discussed. Additional parking can be added later on if it is not needed right away to cut down the cost. They cut out 16 parking spaces from the plans. Schnipke proposed the county digging out the tree line rather than a contractor. The total cost will not be known until the bids come in. The layouts of the offices were discussed. The alternate bid information must be known as soon as possible. Could the electricity be put in and add the sign later. The conduit

can be run and capped. The doors are already alternate bids. The landscaping can be taken off the plans, can be added later if needed. The cost of a gas line was discussed, Tim Schnipke will contact Enbridge to request an estimate for gas service. There are fire regulations that must be followed that based the location of the new addition. The fuel tank for the generator was discussed an above ground tank is what is wanted. There will be a vestibule for public entrance with an intercom, there is a separate entrance for employees. The changes that were made will be turned over to Technicon Design Group to add to the plans. The type of material for the basement fill for the house must be known to get a better price for the estimate.

Tim Schnipke gave an update on the rental space at the Ag Complex. Ohio Logistics is moving the solar panels out and will be moving more in soon.

Commissioner Schlumbohm left for the day.

Bob Benroth stopped in to inform Commissioner Wehri and Brubaker that he would not be moving all his files to the new storage facility if the Commissioners do sign up with them. He has temporary files that do not need to be kept more than 5 years so those will not be put in storage.

Mr. Brubaker moved to adjourn for the day.

Mr. Wehri seconded the motion.

Wehri yes Brubaker yes Schlumbohm absent

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, August 19, 2025.

Mr. Wehri seconded the motion.

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