

Minutes Tuesday, December 30, 2025

Mr. Brubaker moved to approve the First Amendment to the Grant Agreement between the State of Ohio Department of Development and Putnam County to extend the grant expiration date to January 31, 2026.

Mr. Schlumbohm seconded the motion.

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

Mr. Schlumbohm moved the adoption of the following Resolution:

Purpose

This document establishes a Cybersecurity Program for Putnam County, Ohio, in accordance with **ORC 9.64**, and designates the Putnam County IT Department as the authority responsible for administering the program.

Cybersecurity Program Establishment

The Board of Putnam County Commissioners hereby:

1. **Creates and adopts a formal Cybersecurity Program** as required under ORC 9.64.
2. **Designates the Putnam County IT Department** to:
 - o Implement and maintain cybersecurity policies and controls
 - o Manage cybersecurity tools and monitoring
 - o Coordinate cybersecurity incident response and reporting
 - o Conduct cybersecurity risk assessments
 - o Provide cybersecurity guidance and training
 - o Update the program as technology or threats evolve
3. **Authorizes the IT Director** to oversee and enforce the program and ensure ongoing compliance.

Oversight

The Board of Commissioners retains oversight of the cybersecurity program and will:

- Review updates or changes presented by the IT Director
- Receive reports on cybersecurity incidents when appropriate
- Approve resources necessary to maintain compliance and security

Program Requirements

The Cybersecurity Program shall include:

- Documented cybersecurity policies
- Multi-factor authentication (MFA)

- Password and access control standards
- Cyber incident response and reporting
- Backup and disaster recovery processes
- Employee cybersecurity training
- Regular review and updates

Effective Date

This authorization is effective immediately upon signature.

Mr. Brubaker seconded the motion.

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

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Mr. Brubaker moved the adoption of the following Resolution:

WHEREAS, the Putnam County Board of Developmental Disabilities has submitted a letter to appoint Board members to an open position.

WHEREAS, Sue Schroeder is not seeking to be reappointed.

WHEREAS, there must be a position on the Board that is filled by someone who is served by this Board

WHEREAS, Seth Johnson of Cloverdale has expressed interest in filling this position.

now therefore be it

RESOLVED, The Board of County Commissioners does hereby appoint Seth Johnson as a member of the Putnam County Board of Developmental Disabilities who wishes to serve a four year term.

and be it further

RESOLVED, The following are members of the Putnam County Board of the Developmental Disabilities Board:

NAME	TERM	APPOINTED BY	TERM	EXPIRES
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Greg Kamphaus

318 N. Main St. 3rd Probate 12/31/2028

Columbus Grove, OH 45830 Family member requirement

Kevin Erford

108 First St. 2nd Commissioners

Miller City, Ohio 45864 Family member requirement 12/31/2028

Taylor Siefker

209 W. Main St. 1st Commissioners 12/31/2028

Kalida, OH 45853

Amber Niese

1501 Road 15., 2nd Commissioners 12/31/2029

Leipsic, OH 45856 Family member requirement

Seth Johnson

20650 St Rt 694 1st Commissioners 12/31/2029

Cloverdale, OH 45830

Erica Hermiller

Ottawa, OH 45875 3rd Probate 12/31/2026

Jodi Schroeder

11092 Road 12

Ottawa, Ohio 45875 1st Commissioners 12/31/2029

Mr. Schlumbohm seconded the motion.

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

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Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, Sealed bids for the Patricia Kreinbrink Single County Ditch Project #1000 were opened and tabled on the 23rd day of December, 2025.

and

WHEREAS, The following bids were received:

<u>Contractor</u>	<u>Bid bond</u>	<u>Bid Amount</u>
Liebrecht Farm Drain	10% check	\$ 73,359.00
ADJ Excavating	included	\$ 65,080.30
Sand Ridge Excavating	included	\$ 70,792.65
WD Excavating	included	\$ 87,213.00
Gerding Ditching	included	\$ 69,799.35

now therefore, be it

RESOLVED, After a review of the bids by the engineers for the project, the Putnam County Engineering Department, and upon their recommendation, the Board of County Commissioners does hereby award the bid to ADJ Excavating, with the total bid amount of \$65,080.30.

and be it further

RESOLVED, It is found and determined that all formal actions of this Board concerning and relating to the adoption of the Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its Committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Mr. Brubaker seconded the motion.

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

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Mr. Schlumbohm moved the adoption of the following Resolution:

WHEREAS, The Board of County Commissioners of Putnam, Ohio have given the Putnam County Auditor permission to make all appropriations and transfers necessary to balance out all account for 2025. The following is a listing of all necessary transactions.

Minus appropriation:

Fund 2032, Local Emergency Planning Commission

2032-32-110-506000, Misc Exp.....\$ 2,300.00

2081, Putnam Co Emergency Management Agency

2081-32-110-506000, Other Expenses.....\$ 5,253.79

2081-32-110-501100, EMA Emp Compensation.....\$15,000.00

2081-32-110-502300, EMA Hospitalization.....\$ 7,775.77

2081-32-110-502000, EMA OPERS.....\$ 3,622.93

8057, Airport Construction Grant

8057-46-180-506200, Airport Construction Grant.....\$ 275,000.00

5076, Sewer Dist #1

5076-66-010-503000, Village of Ottawa.....\$ 1,300.00

2018, General Ditch

2018-40-290-503000, Contract Services.....\$ 2,886.43

2016, Ditch Maintenance

2016-42-290-509000, Advance Out.....\$2,886.43

2016-40-290-505000, Ditch Maintenance projects....\$ 15,401.75

Added Appropriations:

2053, Domestic Violence Shelter

2053-32-050-506000, Divorce,Annulments.....\$ 2,272.00

1001, County General

1001-42-010-509000, Advance Out.....\$ 8,478.77

Appropriation Modifications:

County General,

From 1001-32-120-501103, Jail Emp Comp Time Payoff...to 1001-32-120-501100, Jail FT Non Union Emp Comp..\$ 790.40

From..1001-31-100-502100, Muni Ct Judge Medicare.....to...1001-31-100-502300, Muni Ct Judge Hosp...\$ 2.00

From...1001-32-140-502100 Coroner Medicare....to....1001-32-140-502300, Coroner Hosp.. \$ 5.23

GIS

2157-38-020-502100, GIS Medicare...to...2157-38-020-502300, GIS Hosp...\$ 6.13

Advance Out

1001-42-010-509000, County Gen advance Out to 2016-20-290-420000, Ditch Maint Advance In...\$ 8,478.77

Mr. Brubaker seconded the motion.

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

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Then and Now Payments

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

Mr. seconded the motion.

Vote: Mr. Wehri Mr. Brubaker Mr. Schlumbohm

Exceptions: Mr. Wehri Mr. Brubaker Mr. Schlumbohm

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Purchase Orders and Travel Requests

Sheriff/Jail....Travel request for Deputies Becher, Troyer, Bowers & Maas, Brandon Barlage and Sheriff Sieker to attend various course at Owens on various dates in 2026 with expenses for registration meals and other totaling \$ 750.00

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

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

Exceptions: Mr. Wehri Mr. Brubaker Mr. Schlumbohm

Purchase order Adjustments

Mr. moved to approve the purchase orders adjustments.

Mr. seconded the motion.

Vote: Mr. Wehri Mr. Brubaker Mr. Schlumbohm

Joe Burkhart met with Commissioners Schlumbohm and Brubaker to discuss the Disaster Recovery Plan for the county. ORC 9.64 required a resolution for Cybersecurity and ransomware payments another requirement is a disaster recovery plan. Joe has compiled a disaster plan which is on today's agenda for approval. Joe presented the plan to the Commissioners. The dual authentication is in place and other requirements are also in place and being used to meet the 2025 requirements that must be completed. The renewals are staggered out. The phones are at end of life as they were installed in 2017. We can upgrade the brains of the system and keep the physical phones. We are compliant with Carrie's law which is where if you need to call 911 you do not need to dial an 8 to get an outside line. The people who use the phones for pick ups and transfers will get updated equipment. The phone upgrades will be done in 2026-2027. Joe is compiling a binder showing all the switch configurations. Joe wanted to ensure to the Commissioners that we are compliant and everything is accounted for, for cybersecurity and a disaster recovery plan. These items will be reviewed every 6 months to ensure things are remaining up-to-date. Not a lot of computers got replaced this year, but they will get replaced as needed by each department. There are a hand full of windows 10 computers but they are not on the county network and not heavily used.

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

Tim Schnipke stopping to update Commissioners Schlumbohm and Brubaker on the new jail generator installation and the completion of the Common Pleas courtroom renovations.

Mr. Schlumbohm moved to adjourn for the day.

Mr. Brubaker seconded the motion.

Vote Wehri absent Brubaker yes Schlumbohm yes

Mr. Schlumbohm moved to approve the minutes as read from Tuesday, December 30, 2025.

Mr. Brubaker seconded the motion.

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