

## Minutes for Thursday, December 11, 2014

Mr. Schroeder moved to approve the participation agreement regarding the natural gas purchase program of the CCAO Service Corp.

Mr. Jerwers seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Pages 345-346A-E

Mr. Schroeder moved to approve the participation agreement regarding the electricity purchase program of the CCAO Service Corporation.

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Pages 347-348A-E

Mr. Jerwers moved to approve a lease agreement with Job & Family Services for lease of property at 1225 E. Third St., Ottawa. The lease will be on a month-to-month basis and will be under the same terms and conditions as the previous lease.

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 349-350

Mr. moved the adoption of the following Resolution:

**WHEREAS**, The Board of County Commissioners has received a request from Ronald W. Hermiller, president of the Veterans Service Commission, to increase the compensation of members of the Veterans Service Commission.  
and

**WHEREAS**, Board members currently are compensated \$198.00 per meeting for regular board members and \$228.00 per meeting for the secretary. The proposed increase is \$233.00 per meeting per regular board members and \$263.00 per meeting for the secretary.  
and

**WHEREAS**, The Board of County Commissioners have considered the increase in pay for Veterans Service Commission Board members.  
now therefore, be it

**RESOLVED**, After discussion on the increase of compensation for board members, the Board of County Commissioners does hereby agree not to increase the compensation of Veterans Service Commission Board members at this time. Therefore, the rate per meeting for regular board members will be \$198.00 and the rate for the secretary will be \$228.00 per meeting.

Mr. seconded the motion.

Vote: Mr. Love Mr. Jerwers Mr. Schroeder

Comm. Jrl. 106, Pages

Mr. Love moved to table the resolution for Veterans Service Commission Board compensation.

Mr. Jerwers seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, The Board has received requests from the various departments of Job and Family Services for approval of travel expenses.  
now therefore,

**BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF PUTNAM COUNTY, OHIO**, hereby approve payment of the expenses per the attached list in accordance with Section 325.20 of the Ohio Revised Code and authorizes the Auditor to issue warrants per attached list upon receipt of invoices  
and be it further

**RESOLVED**, That the Auditor is hereby authorized and directed to issue any advanced warrants as necessary.

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 352-353

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2014, the following sums be and the same are hereby minus appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

**Minus appropriations:**

**Fund 039, WIA**

**39 NEG, National Emergency Grant.....\$ 1,811,332.82**

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 354

Mr. Love moved that the following appropriation modification be made for the year ending December 31, 2014.

County General

From.....8 D 3, Crippled Children.....to...4 B 14, Contracts Services....\$5,227.48

From....1 A 14, Energy Conservation...to...4 A 2, Comp of Janitors....\$5,000.00

For Veterans Service Commission

From..9 C 8, Travel Expenses....to.....9 D 8E, Veteran Hospital Trans.....\$3,200.00

Mr. Jerwers seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 355

Mr. Jerwers 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, 2014,

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:

**Minus appropriation:**  
**Fund 119, GHS OVI Task**  
**119 SA, Salaries.....\$ 1,115.79**

**Minus appropriation:**  
**Fund 162, SAVE PUBLIC SAFETY**  
**162 SA, SALARIES.....\$ 476.92**  
**162 FR, FRINGES.....\$69.36**

Mr. Schroeder seconded the motion.  
Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
Comm. Jrl. 106, Page 356

Mr. Jerwers 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, 2014, 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 119, GHS OVI Task Force  
119 AO, Advance Out.....\$ 10,000.00  
and be it further

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

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
119 AO, Advance Out	A 25A, Advance In	\$ 10,000.00
(Repay Co. General for advance made to Fund 119, GHS OVI Task Force Jan. '14)		

Mr. Schroeder seconded the motion.  
Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
Comm. Jrl. 106, Page 357

Mr. Jerwers 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, 2014.

For Sheriff  
From...4B 11CM, Jail Comp/Time Cash In.to...6 A 2C, F/T Non/Union Employee..\$ 2,000.00.

From..4 B 11CM, Jail Comp/Time Cash In... to 6 A 2B, Comp-Time Pay-off Sheriff  
..\$4,149.00

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 358

Mr. Jerwers 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, 2014.

For REA

From....J 7, Board of Revision.....to.....J 9, Estate Tax Refund...\$181.91

From....J 7, Board of Revision.....to.....J 6, Other Expenses.....\$230.00

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 359

Mr. Jerwers 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, 2014.

For Jail/Sheriff

From...6 A 12A, Prisoner Transport.....to..4 B 11FN, Non-Union Jail...\$ 300.00

From...6 A 12A, Prisoner Transport..... to..4 B 11PE, P/T Jail .....\$ 500.00

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 360

Mr. Love 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, 2014.

Fund 103, Community Corrections

From..103 SAPSI14, Salaries & Fringes..to.103 SAPSI15, Salaries &  
Fringes....\$3,028.11

From ..103 SA14, Salaries & Fringes to 103 SAPSI15, Salaries & Fringes...\$197.26

Mr. Jerwers seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 361

Mr. Jerwers 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, 2014.

For Office of Public Safety

From...120 SA2, Bd. Member Salary.....to....120 SA3, F/T Emp Salary....\$ 3,300.00

From ..120 PER, PERS.....to... 120 SA3, F/T Emp. Salary...\$6,700.00

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 362

Mr. Jerwers 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, 2014, 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 022, Brookhill Center School

8 E 2, Compensation of Employees.....\$ 10,000.00

8 E 7E, Hospital Insurance.....\$20,000.00

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Page 363

Mr. Jerwers moved to approve the Programmatic Agreement for Coordination between the Putnam County Commissioners and the Ohio State Historic Preservation Office for the administration of programs using HUD allocated funds with delegated review responsibilities authorized under 24 CFR Part 58 with the Putnam County Historical Society as a concurring party.

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Pages 364-364I

Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, 3M Contractors Inc., the contractor performing the demolition project at the Putnam County Ag Complex, has presented the final costs for the demolition.

Original contract price, for demolition of building on Southwest corner of property including loading all construction debris into dumpsters for landfill and piling all concrete/brick quoted by 3M Contractor's Inc.....\$42,000.00

The quote did not include the charge for the dumpsters used which was estimated at 16 dumpsters needed at \$700.00 each. (\$11,200.00)

and

**WHEREAS**, 3M Contractor's Inc. are requesting a change order in the amount of \$7,000.00 to be approved for additional work needed due to an unforeseen obstacle and other hazards discovered during the demolition. A crawl space was discovered under a rest room area that was deteriorated so badly that it would not support the weight of the equipment and if left as is it would progress to the point of being unsafe to support a person. The concrete ramp to the recycling area and the concrete on the left side of ramp needed to be removed because of damage done when ceiling supports were removed to level the area and to prevent any future work hazards. 38 vertical railroad spikes were found to be cemented into the foundation of the demolished structure, they were removed to prevent any future impalements or injuries. And finally the concrete ramp at the rear of facility, originally to be kept, was removed due to lack of access to the back door area along the old railroad spur line.  
now therefore, be it

**RESOLVED**, The Board of County Commissioners does hereby approve the change order for \$7,000.00 due to the hazardous conditions listed above.

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Comm. Jrl. 106, Pages 365

**Now and Then Purchase Orders**

**County**.....Purchase order 27574, 27575

**Jail**.....Purchase order 27329, 27330, 27331, 27332, 27335

**Wireless 911**.....Purchase order 27207

**ADAMHS Bd**.....Purchase order 27346

**Youth Services**.....Purchase order 26900, 26901, 27265

**Juvenile Court**.....Purchase order 27247

**Clerk of Courts**.....Purchase order 27416

**Law Library**.....Purchase order 26689

**Sheriff**.....Purchase 27336, 27338

**Veteran Services**....Purchase order 27228

**Probation**.....Purchase order 26627, 26628

**A L & Gas**.....Purchase order 27127

Mr. Jerwers moved to approve the now and then purchase orders

Mr. Love seconded the motion

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Exceptions: Mr. Love none Mr. Jerwers none Mr. Schroeder none

Comm. Jrl. 106, Page 366

**Purchase orders and travel requests**.....

**Children Services**...Blanket P.O. for WalMart, \$4,000.00;

**E 911**... purchase order for filter for air humidifier from Ottawa Feed & Grain for \$51.98.  
Travel request for Brab Brubaker to attend MARCS Steering Committee meeting Dec 8, 2014 in Columbus.

**Board of Elections..**Purchase order for Travel expense for winter conference in January 2015, \$1,824.00; Blanket PO for travel expenses for 1<sup>st</sup> qtr 2015, \$2000.00; Blanket po for election support for 1<sup>st</sup> qtr 2015, \$2,000.00; Blanket po for service agreement for 1<sup>st</sup> qtr 2015, \$13,000.00; Blanket po for supplies 1<sup>st</sup> qtr 2015, \$2,000.00.

**Clerk of Courts...**Travel request for Teresa Lammers to attend The Ohio Clerk of Courts monthly meetings in Columbus January through November 2015, with PO for \$1,530.00.

**Municipal Court..**travel request for Judge Chad Niese to attend the Association of Muni/County court Judges conference in Columbus on January 26 - 28, 2015 with purchase order for \$552.00.

Mr. Jerwers moved to approve purchase orders and travel requests.

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

Exceptions: Mr. Love none Mr. Jerwers none Mr. Schroeder none

### **8:30 a.m.**

Commissioner Love moved to open the business session.

Commissioner Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

### **9:00 a.m.**

Kim Diamond and Steve Ford met with Commissioners Schroeder, Love and Jerwers, administrator Jack Betscher to give an update on the financial situation of Job & Family. Kim gave a copy of the information for funding for the grant proposals for children's services. The County was awarded Efficiency and Innovation funding. The money will be seen as media-advertising. The agency will try and use the money that is available. There are very few foster parents in Putnam County. SAFY and Adrial are the agencies that are used most frequently for foster homes. Kim said due to his retirement he is phasing Steve Ford into his position. The Commissioners asked who would take Steve's spot. Steve said Brenda Schimmoeller would take over the Fiscal duties. The assistant director position would not be filled yet. There are no other retirements coming up. The moving of the office will take up a large undertaking. The Commissioners said the move may not take place in 2015 it may be in 2016. The funding of the renovations may have to be lengthened to 30 years, from the 15 years recommended by the Auditor. Steve will make the decisions on furniture regarding the move. The State will only allow one server to be in service at a time so they would not be allowed to function out of two locations at one time. Steve Ford would be the next in line for retirement, he has two years to go for 30 years of service. Steve would like to negotiate that time frame with the Commissioners he is willing to work longer than the 2 years. Jennifer Horstman was recommended as a future director. Kim explained the situations that no intervention is needed as far as mediating the employees. Jack went back to the costs of the renovation at the O-G road building and the role of the Auditor to monitor those costs. The costs for Job & Family would have to be rolled into the lease agreement. Kim suggested the costs be spread out and the State and Federal funds pay portions of it, the problem with that is the speed of receiving the money to replenish the County's

funds. The drainage issues of the current Job & Family building was discussed, a storm water outlet is needed. It was discussed to put in a drainage line next to the railroad tracks. The Village's priorities are not about resolving the drainage issues they are more concerned with dead trees and job loss. But the village did not lose many jobs in fact they gained the jobs from the new nursing homes. Kim asked about converting his end of year pay supplement to time off. Kim has cashed out his sick time, vacation. As of now what he has accrued he has to use or lose. He will start over at the beginning of the year. Steve said the current schedule is working and everyone is happy with it. The water line repair that was done was paid for by Job & Family. The water line was replaced with a  $\frac{3}{4}$  inch line from a  $1\frac{1}{2}$  inch line. The leak was not actually found. The building was built in the 70's with copper lines. The leak would have been between the curb box and the meter. The meter is located inside the building. Kim said more stone will be needed to fill in the hole since some settling has occurred. Steve gave the Commissioners information on the computers systems used in the office. The State is developing a new system to be used which includes purchase orders. The purchase order design is different than what we use now. The auditor's office has submitted what language they want stated on each purchase order including signatures required. With the changes there will a charge \$1,500 plus \$1,400 a year, the standard purchase order submitted by the state has no charge as is. An option would be a cover sheet with each batch of purchase orders that includes the language. Electronic purchase orders have been discussed in the auditor's office but it may not be implemented in the near future. Vince would like to go to electronic signatures. Actual signatures are still needed on certain documents. The vouchers will not need any changes. This new system would be used starting next year January of 2015. It was recommended to get the Auditor's approval first the Commissioners would be willing to make the change. Kim asked if there was anything in ORC regarding Commissioner approvals. The cross checking is needed to avoid fraudulence and embezzlement. The auditor's office would like to keep things consistent. The agency will be on the hook because the system is required, any changes to template made could be costly. It was suggested to discuss this with the Auditor.

**10:00 a.m.**

Business agenda was held with Commissioners Schroeder, Love and Jerwers; Administrator Jack Betscher; Nancy Kline, Putnam County Sentinel; and Cindy Landwehr, Grant Coordinator.

**10:30 a.m.**

Erica Willitzer with Paulding Putnam came in to discuss their position with Economic Development. She will be meeting with Curt Croy. Buckeye Power is their supplier. Paulding Putnam is looking to set up an RLF account to help with gap funding for development. This area is not utilizing that money as well as they should be. There is money that coops can access for grants for economic development. The RLF recipient does not have to be served by Paulding Putnam. Paulding Putnam will administer the RLF fund. For profit groups can access these funds. There is some expansion possibilities. Paulding Putnam offers grant for energy audits, upgrades to lighting. More useful to manufacturing companies. Paulding-Putnam want to get the word out that they



are available for assistance. Vince stated the County also has a RLF program for development and infrastructure. Both of these funding opportunities would be available to larger companies. Paulding-Putnam want to help the people. The money for Paulding-Putnam comes from USDA along with \$60,000 of their own contribution annually. Erica will send out an email with more details.

**11:00 a.m.**

Commissioner Jerwers left the office.

**11:30 a.m.**

Commissioner Jerwers returned to the office and then ran out to get lunch.

**11:45 a.m.**

Commissioner Jerwers returned from lunch.

**11:10 a.m.-11:50 a.m.**

Commissioner Love met with Mike Klear at the Ag-Complex to look at a training site for tonight's training session. They also discussed the rental space.

**12:00 p.m.**

Mr. Schroeder moved to adjourn for lunch

Mr. Love seconded the motion.

Vote: Mr. Love yes    Mr. Schroeder yes    Mr. Jerwers    yes

**12:15 p.m.**

Commissioner Jerwers left the office.

**1:00 p.m.**

Mr. Schroeder moved to resume the business session

Mr. Love seconded the motion.

Vote: Mr. Love yes    Mr. Schroeder yes

**1:20 p.m.**

Commissioner Jerwers returned to the office.

**1:30 p.m.**

Commissioners Schroeder, Love and Jerwers met with Administrator Jack Betscher to discuss the county budget.

**1:45 p.m.**

Commissioner Love and Jack Betscher left the office to meet with the Village of Ottawa.

**2:00 p.m.**

Commissioner Jerwers left for the day.

**3:00 p.m.**

A Board of Revision meeting was held in the Commissioners' office in attendance were Auditor, Bob Benroth; Deputy Auditor, Paul Dixon; Treasurer; Tracy Warnecke; and Commissioner President Vince Schroeder.

**3:30 p.m.**

Commissioner Love and Jack Betscher returned to the office.

Bob stayed and discussed the purchase of a van for the Sheriff's department with Commissioners Schroeder and Love. It is recommended to void purchase order #27566 and go with other option. This will be voted on at the next business agenda.

**4:00 p.m.**

The 6119 meeting was held in the assembly room.

**Present:** John Love, Vince Schroeder, Dave King, Denise Plummer, Mike Lammers, Rex Huffman, Jack Betscher, Phil Hilvers, Bob Riepenhoff, Rick Fricke, Dave Beckett and Ashley Siefker.

**4:05 PM: Start of meeting with Rex:**

A meeting was held with the Village of Ottawa. Topics discussed were what their agreement would look like, walking through what will happen and what they want to do (if they want to be just a provider or are they all in). The village board will probably have the work hired to determine what is their best option (cost, capacity ect.).

**Mike Lammers and Rex Huffman:**

By-Laws – Appointments change (who does them). Rex has preliminary approval of the document. Rick recommended having the Commissioners be the 'tie breaker' if the last space on the trustee board cannot be filled by coconscious. This way nominations will come quicker and more efficiently to fill voided board seats.

Removal by appointing authority only is the safest bet. Part 'G' of the By-Laws should say Commissioners will appoint new trustees if others don't and make the days to fill voided seats 90 not 60. The board is also subject to public meeting or 'Sunshine Laws'. The job or purpose of the board under these laws is to make the 'impossible' possible no matter how long it could take. Plans need to be made and being worked toward.

Forming a 6119 board can be part of those solutions to these 'impossible' issues. The new rules for sewer coming from the EPA will be up to the Health Department to interpret. The determination of a home having "accessibility" to a sewer line is going to be the biggest term up for interpretation. The '200 feet' rule does not always hold true depending on each individual situation. This all goes back to the fact that the 6119 is supposed to be for the customers best interests and not necessary what is the best or logical for the district (within reason), or making the 'impossible' in fact possible.

**Open Floor Discussions:**

After the above topics were discussed and decided upon Dave King said that since the By-Laws are now complete with the minor changes mentioned above he would like to resign from the steering committee effective at the conclusion of this meeting. He also stated that he was under the impression when he agreed to be on the board that said board would be able to make a recommendation of the 6119 formation

to the Commissioners and everyone else. Since the October meeting he felt that that was no longer the case and therefor stepped down with the conclusion of the by-laws.

After Dave King stated the above Mike Lammers second the idea and also resigned effective at the conclusion of this meeting for the same reasons as Mr. King. Mike also asked where Commissioner Travis Jerwers was again since this was one of several meetings he has missed with the start of the 6119 formation. He felt that the 6119 was not being fully supported by the Commissioners with his absence and did not feel he could be behind it either without that support.

**Conclusion and Next Steps:**

After wishing Mr. King and Mr. Lammers well with wished that they keep as involved as possible outside of a board position (i.e. - helping get information out to the public and giving input at monthly meetings), and expressing the importance of staying engaged in/through this process because we are far from finished, next steps were discussed. Next steps are starting to revisit the townships and trustees armed with the information gathered by the surveys send out by Denise and working on the operational plan. We will start with the bodies that answered 'yes' to the survey and work our way down to answer any questions and get specific as to what each body needs and what they are willing/able to contribute to the 6119. Next meeting will be held on Thursday 1-8-15 at 4pm.

Mr. Jerwers moved that the minutes/discussion notes be approved as read.

Mr. Love seconded the motion and the roll being called upon its adoption, the vote resulted as follows: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes