

## Minutes for Tuesday, December 23, 2014

Mr. Jerwers moved to void purchase order #27129 approved on Tuesday, December 16, for Clemans Nelson & Associates in the amount of \$375.00 for the engineer. The decision to void the purchase order is on the advise of the prosecutor.

Mr. Schroeder seconded the motion.

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

Mr. Love moved to approve the following contact:

This service contract is made and entered into this 23<sup>rd</sup> day of December, 2014, by and between the Putnam County Commissioners and Carol Bunn, (hereinafter referred to as "Independent Contractor").

Whereas, The Putnam County Commissioners are desirous of retaining the services of Independent Contractor to clean buildings occupied by Putnam County entities.

Now therefore, in consideration of mutual promises and covenants contained in this contract, the parties agree as follows:

### 1. SERVICES

Independent Contractor shall work and provide cleaning services. Independent Contractor agrees to track her hours of work under the within contract and shall provide the Putnam County Commissioners with a time sheet of the same.

### 2. COMPENSATION

The Putnam County Commissioners, upon receipt of her hourly time sheet, shall pay the Independent Contractor for services rendered herein a rate of \$15.50 (fifteen dollars and 50 cents) per hour for a maximum term of 40 hours per week.

The Putnam County Commissioners shall be responsible for all cleaning supplies used in providing services of cleaning offices and shall reimburse the Independent Contractor directly upon submission of documentation for reimbursement by Independent Contractor.

### 3. TERM

The term of this contract commences on November 1, 2014 and continues thereafter up and until the contract is terminated by either party upon 30 days notice.

### 4. LIMITATION OF LIABILITY

Independent Contractor agrees to indemnify and hold the Putnam County Commissioners harmless against any loss, liability or expense arising out of or in connection with the negligent and willful acts or omissions of Independent Contractor arising out of this agreement.

### 5. INDEPENDENT CONTRACTOR

It is mutually understood and agreed that the relationship between the parties is that of Independent Contractors. Neither party is the agent, employee or servant of the other. Independent Contractor also agrees under the terms of this contract, that she is not eligible for workers compensation or unemployment benefits, Putnam County employee fringe benefits such as vacation or sick leave and will not appear on the Putnam County payroll.

Said agreement is executed in duplicate with each party receiving an original.

Said agreement is retroactive to November 1, 2014

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 397

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, It has been deemed necessary to advertise for sealed bids for the furnishing of the necessary materials and construction of a new three-span (68.67' – 68.67' – 68.67' c/c bearings) bridge with a non-composite prestressed concrete box beam superstructure supported on reinforced concrete wall abutments and piers founded on spread footings in bedrock. There will also be the reconstruction of approximately 178 feet of Old S.R. 12 (not including bridge limits). The estimate for the cost of construction is \$1,168,300.

now therefore, be it

**RESOLVED**, Sealed bids will be received at the office of the Putnam County Commissioners, Court House, Ottawa, Ohio, until 9:00 a.m. on the 24th day of February, 2015, at which time they will be opened and publicly read aloud for the the necessary materials and construction of a new three-span (68.67' – 68.67' – 68.67' c/c bearings) bridge with a non-composite prestressed concrete box beam superstructure supported on reinforced concrete wall abutments and piers founded on spread footings in bedrock. There will also be the reconstruction of approximately 178 feet of Old S.R. 12 (not including bridge limits).

and be it further

**RESOLVED**, Bids will be accepted only from Contractors who are prequalified for this type of work with the State of Ohio, Department of Transportation, per Section 102.01 of the State of Ohio, Department of Transportation Construction and Material Specifications, dated January 1, 2013. The DBE goal for this project is 9%.

and be it further

**RESOLVED**, No contract shall be entered into unless the bidder possesses a valid Certificate of Compliance with Affirmative Action Programs, issued by the State EEO Coordinator, Certification Section, 77 South High Street, 24<sup>th</sup> Floor, Columbus, Ohio 43215, dated no later than 180 days prior to the fixed bid opening date.

and be it further

**RESOLVED**, Each bidder is required to furnish with its proposal, a Bid Guaranty and Contract Bond in accordance with Section 153.54 and 153.571 of the Ohio Revised Code. Bid security furnished in Bond form, shall be issued by a Surety Company or Corporation licensed in the State of Ohio to provide said surety.

and be it further

**RESOLVED**, Each Proposal must contain the full name of the party or parties submitting the Proposal and all persons interested therein. Each bidder must submit evidence of its experiences on projects of similar size and complexity and a complete listing of all subcontractors to be used. The owner intends and requires that this project be completed no later than October 1, 2015.

and be it further

**RESOLVED**, Bidders must comply with the prevailing wage rates on Public Improvements in Putnam County, Ohio as determined by the Davis-Bacon Act (Davis-Bacon Wage Determination Database).

and be it further

**RESOLVED**, Construction plans, specifications and contract documents may be obtained from the office of the Putnam County Engineer, 245 E. Main St., Suite 205, Ottawa, Ohio 45875. There will be a \$30.00 charge per set, which is nonrefundable. Checks should be made payable to the Putnam County Engineer.

and be it further

**RESOLVED**, All bids shall be sealed and addressed to the Board of Putnam County Commissioners; Putnam County Courthouse, 245 E. Main St., Ottawa, Ohio 45875 and marked "SEALED BID – PUT-Old S.R. 12-16.40" on the outside of the envelope.

and be it further

**RESOLVED**, No bidder shall be permitted to withdraw its bid for a period of thirty (30) days after the time of bid opening.

and be it further

**RESOLVED**, The Board of County Commissioners, Putnam County, Ohio reserves the right to reject any or all bids submitted or to waive any irregularities pursuant to Section 9.31 of the Revised Code.

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 398-399

Mr. Love 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 appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 001, County General  
15 A 15A, Advances Out.....\$4,976.34

and also

BE IT RESOLVED, That per the request of The Board of County Commissioners for the purpose of the Local Government Innovation Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
15 A 15A, Advances Out	166 AI, Advance In	\$ 4,976.34
	(Advance needed for Local Government Innovation)	

and

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 166, Local Government Innovation  
166 EXP-1, 6119 Expenses.....\$4,976.34

Mr. Jerwers seconded the motion.

Vote: Mr. Love yes      Mr. Jerwers yes      Mr. Schroeder yes  
Comm. Jrl. 106, Page 400

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 064, E-Z Compensation

64 COM, Commissioners Payments.....\$327.00  
64 TWP, Township Payments.....\$ 20.44  
64 SCH, School Payments.....\$1,220.08

Fund 084, HOME Funds

84 PC, HOME Program Costs.....\$ 86,925.68  
84 AC, HOME Admin Costs..... \$ 26,758.18  
84 IC, HOME Implementation Costs.....\$ 29,275.00

Fund 085, CDBG

T 5, Formula Costs.....\$ 29,132.79  
T 6, Economic Development.....\$ 220,000.00  
T 7 A, CDBG CHIP Program Costs.....\$ 14,250.00  
T 7 B, CDBG CHIP Admin Costs.....\$ 6,140.00  
T 7 C, CDBG CHIP Implementation Costs..... \$ 41,665.00

Fund 088, Revolving Loan Fund

88 GR, Grants.....\$18,000.00

Fund 131, Ottoville Sewer

131 OTT, Ottoville Utilities..... \$4.57

Fund 133, Moving Ohio Forward

133 DEM, Demolition Costs.....\$ 5,049.00  
133 ADM, Administration Costs.....\$ 505.25

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes      Mr. Jerwers yes      Mr. Schroeder yes  
Comm. Jrl. 106, Page 401

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 appropriation:**

**Fund 033, Recycle Grant**

**33RL2, Equipment.....\$ 59,934.19**

**33RLG3, Glass Grant.....\$ 5,000.00**

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 402

Mr. Love 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 appropriation:**

**Fund 081, EMA**

**W 3, Equipment.....\$ 6,700.00**

**W 6A, Hospital Insurance.....\$ 8,000.00**

**W 9, Other Expenses.....\$8,300.00**

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 403

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 appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 035, Solid Waste District Disposal Fees

35 EQ, Equipment.....\$ 4,200.00

35 REP, Repairs.....\$ 216.51

For Putnam Acres Care Center

6530-0-1, Employee Fringes.....\$ 8,022.51

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 404

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

For Airport.....

From.....5 A 2, Salaries.....to.....5 A 6, Contracts/service.....\$ 20.00

Fund 40, Sewer District No. 2

From.....Q 41, Electrical.....to....Q 35, Contracts/service.....\$ 200.00

Fund 035, Solid Waste Dist. Disp.Fees

From...35 SU, Supplies.....to...35 EQ, Equipment.....\$ 500.00

From...35 EXP, Other Exp.....to... 35 EQ, Equipment.....\$ 2,629.18

From...35 FU, Fuel.....to....35 EQ, Equipment.....\$1,856.70

From...35 SA, Salaries.....to.....35 EQ, Equipment.....\$ 2,400.00

For County....

From...1 A 3 Supplies.....to....1 A 11D, Other Expenses.....\$ 170.00  
From....1 A 7, Contracts repair..to...4 A 3, Janitor supplies.....\$ 500.00  
From...1 A 7, Contracts repair...to...1 A 15B, PERS,IT.....\$ 1,000.00  
From...1 A 8, Travel.....to...1 A 15B, PERS, IT.....\$ 96.70  
From...1 A 8, Travel.....to... 4 B 17D, Fuel, lights,water.....\$ 500.00

For Auditor/Data Processing..

From.. 1 B 2P, Empl shPERS, auditor..to..1 J 1P, Emp. Sh PERS,D.P..\$211.50

For Engineer...

From...K 36, Emergency Bridge.....to....K 34, PERS.....\$ 9,000.00

Mr. Love seconded the motion.

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

Comm. Jrl. 106, Page 405

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

For Sheriff

From...6 A 2D, Comp-P/T Emp.....to.....6 A 2B, Comp Time Pay-off.....\$ 360.00

From...16 A 1, Salaries, courthouse security..to..6 A 2, Comp F/T union Emp..\$ 95.00

From....16 A 1, Salaries, courthouse security..to..6 A 2P, Emp.share,PERS....\$ 17.10

From.....16 A 1, Salaries, courthouse security..to..6 A 2H,Employee fringes....\$ 2.33

Mr. Jerwers seconded the motion.

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

Comm. Jrl. 106, Page 406

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

For Juvenile

From..2 C 31H, Employee Fringes.....to.... 2 C 31, Comp Juv. Prob.....\$ 6,000.00

From.. 2 C 31H, Employee Fringes.....to..2 C 31A, Clerk Hire.....\$ 200.00

For Probate

From..2 D 6, Juror Fees.....to...2 D 2, Comp of Employees.....\$ 100.00

From..2 D 6, Juror Fees.....to ...2 D 2P, Employer Share,PERS.....\$ 100.00

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 407

## Now and Then Purchase Orders

**Airport**.....Purchase order 27905, 27907, 27908

**County**.....Purchase order 27271, 27910, 27911, 27912

**E-911**.....Purchase order 27533, 27534  
**EMA**.....Purchase order 2380  
**Jail**.....Purchase order 27785, 27786, 27787, 27789  
**Landfill Closure/Maint**.....Purchase order 27901  
**Office of Public Safety**.....Purchase order 2379  
**Sewer District No. 2**.....Purchase order 27900  
**Solid Waste Dist. Disp.Fees**.Purchase order 27903, 27904, 27906  
**6119 Local Gov. Innov**.....Purchase order 27909  
**Veterans Service Comm**....Purchase order 27230

Mr. Schroeder 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 408

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

**County**.....Ottawa Chevrolet, 2015 Chevrolet Impala, \$21,530.00;

**Wireless 911**....Century Link, monthly charges 911 wireless routing, \$250.00;  
 Mr. Love 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

Mr. Love 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 appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 103, Community Corrections  
 103 SAPSI15, Salaries & Fringes.....\$1,800.00  
 103 SA15, Salaries & Fringes.....\$1,100.00

Fund 001, County General  
 1 A 15, IT Salaries.....\$1,214.06  
 4 A 2, Comp. of Janitors.....\$ 5.25

Mr. Love seconded the motion  
 Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
 Comm. Jrl. 106, Page 409

**8:30 a.m.**

Commissioner Schroeder moved to open the business session.  
 Commissioner Love seconded the motion.  
 Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

**9:00 a.m. – 10:15 a.m.**

Tony Hovest and Gary Unger of Technicon were asked to come in to speak with Schroeder Jerwers, Schroeder and Love and administrator Jack Betscher and administrator Jack Betscher about the change orders at the O-G Road complex. IT director Joe Burkhart explained items that are not needed.

**10:15 a.m.**

Agenda. Present were commissioners Schroeder, Jerwers and Love, administrator Jack Betscher and clerk Betty Schroeder.

**12:00 noon**

Commissioner Love moved to adjourn for their Christmas lunch  
Commissioner Schroeder seconded the motion  
Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes

**1:15 p.m.**

Mr. Jerwers left.

**1:15 p.m.**

Commissioner Love moved to resume the business session  
Commissioner Schroeder seconded the motion  
Vote: Mr. Love yes Mr. Jerwers absent Mr. Schroeder yes

**2:00 p.m.**

Tony Hovest of Technicon, met with commissioners Schroeder and Love regarding the close-out on the roof at the O-G Road complex. Brought in warranty papers for commissioners to sign. Life time guarantee on shingles, but show how they pro-rate after so many years. After 40 years no longer coverage. Registration card signed and will be mailed. Roof completed Nov. 1, 2014.

**4:30 p.m.**

Mr. Love moved to adjourn  
Mr. Schroeder seconded the motion  
Vote: Mr. Love yes Mr. Jerwers absent Mr. Schroeder yes

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