

## Minutes for Tuesday, September 9, 2014

Mr. Jerwers moved to approve the contracts with E. Lee Construction, Inc. to replace the roof on the OG Road Complex. Base bid is \$66,872.00 with unit price –sheating at \$1.85 per sq. ft.

Mr. Love seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder n/a

Comm. Jrl. 106, Pages

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, The Clerk of the Board of County Commissioners has informed the Board that a petition praying for annexation of certain territory (0.194 acres non-development) in Ottawa Township to the Village of Glandorf, Putnam County, Ohio, was filed on the 8th day of September, 2014.

and

**WHEREAS**, Said petition is hereby attached and becomes a part of this Resolution.

and

**WHEREAS**, The owner of the land, which is contiguous with the Village of Glandorf, Ohio, requests that the petition be approved, pursuant to Ohio Revised Code Section 709.022. Jill Leopold-Welch is appointed agent for the petitioner as required by Revised Code 709.02, with full power to amend, increase or decrease the area, to do any and all things essential thereto, and to take any action necessary for obtaining the granting of the petition, without further expressed consent of the petitioner who specifically elects that the petition for annexation follow the special procedures for annexation as outlined in Ohio Revised Code 709.021.

now therefore, be it

**RESOLVED**, The petition for annexation to the Village of Glandorf is hereby granted.

and be it further

**RESOLVED**, That the clerk is hereby directed to forward a certified copy of the entire record of the annexation to the Clerk of the Village of Glandorf for further processing.

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Pages 33-42

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 if 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 43, 44

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Auditor requests permission to establish two appropriation lines for Fund 014, Real Estate Assessment Fund.

now therefore be it

**RESOLVED**, The Board of County Commissioners does hereby approve the request of the Putnam County Auditor to create the following appropriation lines for Fund 014, Real Estate Assessment Fund.

J 1E – Auditor Estate Tax Salary

J 9 – Estate Tax Refund

Mr. Jerwers seconded the motion.

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

Comm. Jrl. 106, Page 45

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 014, REA

J 1E, Auditor Estate Tax Salary.....\$ 783.38

J 9, Estate Tax Refund.....\$ 2,150.00

Mr. Love seconded the motion.

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

Comm. Jrl. 106, Page 46

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....\$ 15,000.00

(For Ditch Maintenance)

and also

BE IT RESOLVED, That per the request of The Board of County Commissioners for the purpose of the Ditch Maintenance 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, Advance Out	R 5, Advance In	\$ 15,000.00
	(Advance for Ditch Maintenance Fund)	

and also

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 016, Ditch Maintenance

R 5, Ditch maintenance projects....\$ 19,000.00

Mr. Jerwers seconded the motion.

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

Comm. Jrl. 106, Page 47

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

For Commissioners

From.....15 A 15, Transfer Out....to...4 A 2P, Employer Share PERS....\$5,500.00

For Airport

From...5 A 10E, Utilities.....to....5 A 5, Contracts-Repairs.....\$ 198.84

For Sewer District No. 2

From.....Q 42, Other Expenses....to...Q 41, Electrical.....\$ 2.39

From....Q 43, Repairs.....to....Q 41, Electrical.....\$ 55.00

From....Q 43, Repairs.....to....Q 35, Contracts/Sewer.....\$650.00

Mr. Schroeder seconded the motion.

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

Comm. Jrl. 106, Page 48

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

For Fund 162, Save Public Safety

From.....162 SA, Salaries.....to...162 FR, Fringes.....\$ 1,450.00

Mr. Schroeder seconded the motion.

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

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### Now and Then Purchase Orders

**ADAMHS Board**.....Purchase order 26397, 26398

**Airport**.....Purchase order 26975, 26977

**Commissioners**.....Purchase order 26978

**Ditch Maintenance**.....Purchase order 26980

**Juvenile Court**.....Purchase order 26673

**Landfill Closure/Maintenance**.....Purchase order 26979

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

**Board of Elections.....**Election Systems & Software, 2 Peer Unity 3.2.1.0 System for programming \$5,297.32;

**Commissioners.....**Travel for Vince Schroeder, John Love and Jack Betscher to attend Farm Science Review in Madison Co. Sept. 16, no cost listed;

**E-911.....**Travel for Brad Brubaker to attend Ohio NENA meetings at Columbus, Sept. 9, 10 with P.O. for \$205.00;

**Job & Family.....**Ottawa Oil Co., PRC gas program \$2,000.00; Brooky's, PRC gas program \$1,950.59;

**Sheriff.....**Travel for corrections officers-C. Friemoth, B. Anspach, C. Biglow and Z. Dulle to attend "bulletproof leadership at Grand Rapids, Ohio, Oct. 9, no cost listed;

**Veterans Service Commission.....**Travel for Kristi Powell to attend CVSO congressional meeting at Ft. Wayne Sept. 10, with P.O. for \$36.40;

Mr. Jerwers moved to approve the 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.**

Mr. Love moved to begin the morning business session.

Mr. Jerwers seconded the motion.

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

**8:30 a.m. – 10:35 a.m.**

Kim Diamond, Job & Family Services; Tim Schnipke, maintenance and Tony Hovest and Amber of Technicon stopped in to meet with commissioners Schroeder, Jerwers and Love regarding the O-G Road complex. Tony said we updated our drawing to what the maintenance department has done. 374 people occupancy capacity per code Tony said. Manual pull fire system, still need alarm system to monitor sprinkler system. Prior to drawings would be existing, then just update. Tim said we demolished everything that was on the print. Tony said everything the county was to do has to be done before contractors come in. Tim said from now on not going to remove wiring when remove walls, just let it hang down. Tony said we can get it ready for bid by mid October. Tim said his stuff will be done by the end of September. Mr. Love said would like to go with the other vendor, not Simplex Grinnel. They will be replacing roof vents. Tim said they will cut and cover every place there is a gable with a covering from Glandorf Lumber.

Usually 16-18" of insulation in attic Tony said. Tony said regarding fire alarm system...Tony said a lot of pull boxes around. Changing use of building from I 2 to B, have to bring whole building up to code. Shall we make it part of project, what if Simplex Grinnel low bidder, could probably monitor with anybody. Tony said there will be required monitoring. Tony said we can submit it and see what happens. Tony said need information so we can put drawing together and submit it. Tim said he will call him this morning. Some of the doors they are going to wedge and some have to be shut because of fire. One system for the fob doors. It was agreed to advertise Oct. 15 and 22 and open bids Nov. 6 at 2 p.m. Tim asked about estimate cost. Tony said we were at 1.2 before sprinkler...add \$130,000.00 plus mechanical and electrical \$110,000.00. Tony will get me the information for the resolution. Reviewed plans for key and fob doors. Tony said years ago they did two out of 5 phases. Talked about parking spots and sidewalks.

**10:35 a.m. – 11:20 a.m.**

Exit conference. Present were commissioners Schroeder, Jerwers and Love, auditor Bob Benroth, deputy auditors Jeanne Selhorst, Kim Nordhaus and Jeremy Maag; treasurer Tracy Warnecke, and state auditors Brian Lackey-audit manager; Linda Maag-senior audit manager; Derrick who is the regional liaison.

**11:25 a.m. – 12:00 noon**

Cathy Recker, recorder told commissioners Schroeder, Jerwers and Love that recording is down and have lots of expenses. She will need more money in her recorder equipment account, this is what we talked about earlier this year. For next year will need to increase it to \$7.00 per document instead of \$5.00; In 2012 had 7,783 documents; last year 5,848; this year lower at this point than past years, as of today 3,562. Also had expenses, did change vendors, had to replace server (\$7,600.00); new monitors and computers, used copier (\$3,400.00) and equipment had to replace. The scanners were \$900.00 each and the used ones were donated to different county offices. She said recording fees range between \$1,500 to \$1,600 a month. John asked if could increase to \$7.00 mid year. Cathy said if I could get \$10,000 to get us toward end of year. Could not get the first vendor to work, could not get any service. Time for us to get an upgrade. We switched vendors. Cathy said they charge \$4.50 per document (was \$4.75)..now recorder's office charges \$5.00. Cathy said they charge by the page. Mr. Schroeder asked about an advance, and Cathy said but when do I repay? Increase to \$7.00..see if it works.. She will send us a request to increase the document cost.

**12:00 noon**

Mr. Schroeder moved to adjourn for lunch

Mr. Love seconded the motion

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

**1:00 p.m.**

Mr. Jerwers moved to resume the business session

Mr. Love seconded the motion

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

**1:30 p.m. – 1:55 p.m.**

Joe Moenter of the Veterans Service Commission came in to talk to commissioners Schroeder, Jerwers and Love about office space. Within last 3 weeks military sexual trauma claims, he said we need privacy. He asked if annex building is ok structurally, and Mr. Love said we know we have to fix the roof. Mr. Love explained OG Road complex will be worked on during the winter. John said the old Putnam Acres building will be available sooner than the Annex, and Joe said we are not moving out there. Joe asked for sure if they were moving to the Annex and commissioners said yes, planning on it. Joe said late spring, could be, hope so commissioners said. Joe said he has a bunch of old brass, that county can take out and recycle and get some money.

**2:00 p.m.**

Agenda was held. Present were commissioners Schroeder, Jerwers and Love and Betty Schroeder, clerk

**3:00 p.m.**

Mr. Jerwers left for the day

**4:30 p.m.**

Mr. Schroeder moved to adjourn

Mr. Love seconded the motion

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

**7:00 p.m.**

Mr. Love attended the Continental Village Council meeting

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

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