

## Minutes for Tuesday, July 7, 2015

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, It has been recommended by Technicon Design Group, architects for the renovations at the O-G Road Complex, that the following change orders be approved for Kuhlman Builders, Inc:

CHANGE ORDER..G-024

- 1) New 2"x4" wall in 8' wide corridor 200 with 5/8" gyp.b. @ each side painted. Use existing door and frame located from stock being stored in shed...total \$1,806.00

CHANGE ORDER..G-026

- 1) Provide labor and materials to paint existing ceiling grid "white"; after repairs (as per base bid) have been made in rooms 102,103, 200, 209, 401 & 424  
...total \$2,337.00

CHANGE ORDER..G-027

- 1) Credit from change order G-003: Remove and add a new galvanized 14 gauge hollow metal door to opening 209-A. Door is 3'-0" x 6'-8". Remove and relocate existing closer hinges and exit device. Reuse existing hollow metal frame. New 3'-0" x 6'-8" door blank is 1 3/4" flush versadoor (VU) with polyurethane foam core by Ceco Door. Retain labor and material bid price to install hardware set #32 to the new door blank. Labor to install salvaged door, frame & hardware

.....minus \$ 275.00

Original contract price.....\$610,823.00

Prior change orders.....\$

3,393.00

Contract price prior to these change orders.....\$614,216.00

Increase these change orders .....\$ 3,868.00

Contract price with all change orders.....\$618,084.00

now therefore, be it

**RESOLVED**, The Board of County Commissioners does hereby approve the above change order as recommended by the architect, Technicon Design Group, Inc.

Mr. Jerwers seconded the motion.

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

Comm. Jrl. 107, Page 371

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. Jerwers yes    Mr. Schroeder absent    Mr. Love yes  
Comm. Jrl. 107, Pages 372-373

Mr. Love moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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 15, Transfer Out.....\$ 175,000.00

and also  
that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2015, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 001, County General (15 A 15, Transfer Out).....to.....Fund 008, Capital Improvements (N 4, Transfer In).....\$ 175,000.00

Mr. Jerwers seconded the motion.  
Vote: Mr. Jerwers yes    Mr. Schroeder absent    Mr. Love yes  
Comm. Jrl. 107, Page 374

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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 008, Capital Improvements  
N 1, Contracts/Projects.....\$ 3,700.00  
(O-G Road Complex)

Mr. Love seconded the motion.  
Vote: Mr. Jerwers yes    Mr. Schroeder absent    Mr. Love yes  
Comm. Jrl. 107, Page 375

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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 162, SAVE PUBLIC SAFETY  
162 SA, Salaries.....\$8,368.92  
162 FR, Fringes.....\$1,474.72

Mr. Love seconded the motion.  
Vote: Mr. Jerwers yes    Mr. Schroeder absent    Mr. Love yes  
Comm. Jrl. 107, Page 376

Mr. Jerwers moved that the following appropriation modification be made for the year ending December 31, 2015.

For Coroner.....  
From..14 A 1, Ins. Co. Bldgs.....to....2 F 1A, Asst. Coroner.....\$5,650.00  
From..14 A 1, Ins. Co. Bldgs.....to... 2 F 12D1, Post Mortem Trans.....\$ 980.00

For Commissioners.....  
From..14 A 1, Ins. Co. Bldgs.....to....4 A 5, Construction.....\$ 729.00  
Mr. Love seconded the motion.  
Vote: Mr. Jerwers yes Mr. Schroeder absent Mr. Love yes  
Comm. Jrl. 107, Page

**Now and Then Purchase Orders...**

**Commissioners**.....Purchase order 29250  
**Computerization, Muni Court**.....Purchase order 28843  
**Concealed Handgun**.....Purchase order 29373  
**Landfill Closure/Maintenance**.....Purchase order 29254  
**Office of Public Safety**.....Purchase order 2518, 2522  
**Probate Supervision**.....Purchase order 29428-29431  
**Recorder Equipment**.....Purchase order 28408, 28410-28412  
**Residential Services**.....Purchase order 28016  
**Sewer District No. 1**.....Purchase order 29253  
**Sheriff**.....Purchase order 29372

Mr. Jerwers moved to approve the now and then purchase orders  
Mr. Love seconded the motion  
Vote: Mr. Jerwers yes Mr. Schroeder absent Mr. Love yes  
Exceptions: Mr. Jerwers none Mr. Schroeder n/a Mr. Love none  
Comm. Jrl. 107, Page 378

**Purchase orders and Travel Requests...**

**Capital Improvements**.....Kuhlman Builders, change orders for O-G Road Complex,  
\$3,868.00;

**Coroner**.....Blanket P.O. for coroner coverage for July thru December, \$11,640.00;

**Jail**.....Travel for Zeb Dulle, Candie Biglow, Clint Friemoth, Brandi Anspach  
and David Roney to attend 2015 Ohio Jail Administrators conference in Bowling Green  
Sept. 1 and 2, with P.O. for \$525.20;

**Local Emergency Planning Committee**.....Ottawa Ordnance, plaque for Steve  
Odenweller \$55.00;

**Office of Public Safety**.....Blanket P.O. for vehicle maintenance \$3,000.00;  
Mr. Love moved to approve the purchase orders/travel requests.  
Mr. Jerwers seconded the motion  
Vote: Mr. Jerwers yes Mr. Schroeder absent Mr. Love yes

Exceptions: Mr. Jerwers none      Mr. Schroeder n/a      Mr. Love none

**8:30 a.m.**

Mr. Jerwers moved to open the business session

Mr. Love seconded the motion

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

**9:00 a.m. – 10:00 a.m.**

Mike Lenhart, county engineer, hosted the elected officials meeting in the lunch room. Commissioners Love and Jerwers attended.

**10:00 a.m.**

Agenda. Present were commissioners Love and Jerwers; administrator Jack Betscher, clerk Betty Schroeder and Nancy Kline from the Putnam County Sentinel.

**11:00 a.m. – 11:55 a.m.**

Jim and Sherry Webb of Oak Haven and Curt Croy, director of CIC, met with commissioners Love and Jerwers and administrator Jack Betscher about the PACC building. Mr. Love said a lease does not have to be advertised whereas a sale has to be advertised, governmental. Mr. Love said two different things. Can't enter into a lease with purchase agreement, has to be two separate things Mr. Love said. Curt said the CIC is allowed to purchase property. We would sell property and rights to property to CIC so would not have to go through the bidding process. Background work is being done right now Mr. Love said. Sherry said we are ready to go. Mr. Love distributed papers to each. Mr. Love said we based it on occupancy and this is how we did it with Trilogy. Mr. Love said it was a triple net lease, they took care of inside (except for capital) we took care of outside. Mr. Love said this is city utilities, fully sprinkled building-fire protection. Mr. Love said tried to structure this on a tier basis. They will start out with two residents for the first several months. Several inspectors have to come out before they are licensed. She said this could take two months. Jim said he wants to do it all, outside too. Triple net lease they do inside and outside. Jim and Sherry both shook their heads that they were interested in going thru the CIC. Jim is proposing \$6,000 a month up to 6 months to a year and then work with CIC for a purchase price. Mr. Jerwers said would rather see one year then 6 months...Do 1 year and then month to month basis. Jim said you have an empty building and we need the space. Jim said this is moving slow, and Mr. Love said this is the speed of government. Mr. Betscher said have to conver with prosecutor and we have to get it re-platted. Jim said are we in agreement a one year lease for \$6,000 a month. Mr. Love said have to talk with Vince. Mr. Love said so you will do all inside and outside. Mr. Love said someday you will have to school me on your business, and she said good people to contact is Mike Ruhe and Erin Baumgartner. Jim asked about price and Mr. Love said \$750,000.00. Mr. Love said it has the equipment, and Jim said I could buy that equipment cheaper at an auction. Jim and Sherry came up with \$500,000 because of the year. \$200,000 because of the capital improvement-HVAC, and driveway. Jim asked if anything taken out and Mr. Betscher said Trilogy took out records, and said a desk was taken out. Mr. Betscher said since when you guys walked thru it.

Curt said really don't understand the tier price based on number of people. Croy said the sliding scale does not work at this point. Curt said good development opportunity for our county. Curt said this is a good thing for our county. Curt said if they are taking on all these I think the scale has to change. Mr. Love said at Ag Complex paying client Farm Bureau and Soil & Water wants to expand, for income, would you be interested in renting a section and get some income. Mr. Love said they are not a government agency and only two people. Jim said we can think about that. She said they are full at Cloverdale, 26 residents. Will meet again on Tuesday, July 14, at 3:15 p.m.

#### **12:00 noon**

Mr. Love moved to adjourn for lunch

Mr. Jerwers seconded the motion

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

#### **1:05 p.m.**

Mr. Schroeder arrived.

Mr. Love moved to begin the business session

Mr. Schroeder seconded the motion

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

#### **1:30 p.m. – 2:30 p.m.**

Records commission members Cathy Recker, Teresa Lammers, Jeremy Maag, John Love and Gary Lammers met in the commissioners office. Discussed the trainings held last Tuesday in the assembly room. Ms. Recker said regarding Soil & Water District, had one ready, signed in 2013 by Denny Vennekotter who is no longer there, asked them to take cover page and have new person sign off with current date. Mr. Lammers moved to approve provided the detail of the retention schedule is provided and an up-to-date cover page. Ms. Lammers seconded the motion. Motion carried. Another one... Mike Ruhe for ADAMHS, Ms. Recker said we need to review, sign and submit. Members questioned the numbering system on the Soil & Water and ADAMHS papers. Mrs. Recker will inquire and keep members informed. IT department and maintenance department will be under the commissioners department. Another issue Ms. Recker said is Putnam Acres Care Center. Ms. Lammers asked about having Barb Verhoff a former employee there assisting. Mr. Maag talked about the legality of having Ms. Verhoff there because she is retired from there. Jeremy will check further into this and let Mr. Love know. Ms. Recker said they do have a retention schedule for PACC. Ms. Recker asked if going to talk about the shredding issue, received something from engineer Mike Lenhart. Mr. Love working on this that we can get Brookhill Industries to do this/shreddng. Mr. Love said still pursuing the Job & Family Services current building as a permanent location for records. Mr. Love said the only location we have now is space at the Ag Center. Discussed the moving of the different departments. Ms. Lammers was wondering if sheriff's department has a plan for their records. Mr. Lammers said feels sheriff's department probably just wants to get it out of the old jail and then go thru it to see what can be disposed. Discussed the 240 E. Main Street property and the records upstairs. Mr. Lammers discussed the departments upstairs in the Annex (leaking roof) and the Veterans Service Commission which will move there

after the Board of Elections moves to the O-G Road Complex. Wondering who is going in the first floor when Veterans Service Commission moves, no decision made yet by the commissioners.

Mr. Lammers moved to adjourn

Ms. Recker seconded the motion

All said yes.

### **2:30 p.m. – 3:50 p.m.**

Mike Schroth, dog warden, and Jeanne Selhorst, chief deputy auditor; Kim Nordhaus deputy auditor, met with commissioners Love and Schroeder. Mr. Love showed Mr. Schroth a proposed employment contract.

Issues are how you are being paid..you are being paid from Dog and Kennel, Sheriff's Department (county), and 911 levy funds. . Couple things, Mr. Love said under compensation. base stays there, in event 1-10 hours over 40-50. If works over 40 hours would get paid ½ the rate. Over 50 hours would be paid 1 ½ times base rate.

Dispatch and road both pay \$10.20 an hour. Would take it to \$13.63 an hour  
Minimum rate is \$8.10... \$20.50 plus \$8.10 equals \$28.60 divide by 2 \$14.30

Dispatch is not considered over time, but road patrol is.

Mr. Schroth said sheriff will not pay that rate. He will pay \$8.10 \$20.50 plus \$8.10 divide by 2, \$14.30. Sheriff wants to pay \$12.15 an hour...(\$8.10 an hour x 1 ½)

Mr. Schroth said I want to make sure I am not getting screwed. Jeanne said you are getting 80 hours from dog warden that is your standard.

Sheriff's office has to offer the hours to full time first.

Mr. Schroth said I am not working the road for \$8.10 an hour.

Mr. Love asked what is newest highest road guy...Troy Stevenson, Shane Vance \$14.21 x 1 ½....\$21.31; Mike feels he will get black-balled. The auditor and Jeanne explained to the sheriff why they have to pay overtime.

Mike asked why we have to enter into a contract. Mr. Betscher said have to because of law. Dog warden not a 40 hours a week job sometimes. He wants approval that it will be 40 hours..shows more than 40 hours, but is on salary. Mr. Schroeder said we told you earlier to flex your hours. Mike said not a big fan of an agreement, because after a year we could get rid of you. Mr. Betscher said you are not an at-will employee you are a classified employee. He feels my hours will be cut at the sheriff's office. Mr. Betscher said your time sheet should not show over 40 hours a week, Mr. Schroth said I am on salary. Mike said I also pick up trash at the recycling center. Mr. Schroth said if I work 50 one week and 35 the next, does it cover me? Could give permission by signing timesheet after the fact. May work 2 hours dog warden and 6 hours road. Mr. Schroth read figures stating how much more in money this year from last year. Mr. Schroth told commissioners again he would like an air conditioner for the shelter. Commissioners told Mike to get quotes. Mr. Schroth said I want you to talk to the sheriff. Mr. Love said we will keep you posted.

### **4:30 p.m.**

Mr. Love moved to adjourn

Mr. Schroeder seconded the motion

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