

Minutes for Thursday, August 18, 2016

Mr. Love moved the adoption of the following Resolution:

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

<u>FROM</u> <u>AMOUNT</u>	<u>TO</u>	
110 AO, Advance Out (Payment to County General for advance made in November'13)	A 25A, Advance In	\$ 1,000.00

Mr. Jerwers seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes
Comm. Jrl. 109, Page 404

Mr. Jerwers moved the adoption of the following Resolution:

WHEREAS, This 9th day of August, 2016, the Clerk of this Board gave notice to the Board of County Commissioners of Putnam County, Ohio, on the filing with her of a petition signed by Dwight Maag (Ducey) and others to repair , replace or relocate existing clay tile with adequate size.

and

WHEREAS, It appears to the Board that the proper bond has been filed with the Clerk, approved, conditioned for the payment of costs of notices, plus any other incidental expenses, except the costs incurred by the Engineer in making his preliminary reports, if the prayer of the petition is not granted, or if the petition is for any cause dismissed, unless the Board decides to pay the Engineer's costs from the bond in accordance with Section 6131.09 of the Ohio Revised Code.

now therefore, be it

RESOLVED, By the Board of County Commissioners that the 13th day of October, 2016, at 11:00 a.m. at the upper terminus of the improvement in Blanchard Township be and the same is hereby fixed as the time and place for the view thereon;

and be it further

RESOLVED, That the 27th day of October, 2016, at 2:00 p.m. in the General Assembly Room of the Putnam County Court House, Ottawa, Ohio, be and the same is hereby fixed as the time and place for the first hearing on the petition.

and be it further

RESOLVED, That notice of said view and hearing be given, as required by law.

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. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes
Ditch. Jrl. 6, Page 16

Now and Then Purchase Orders.....

Clk of Courts.....purchase order 32037

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

Mr. Schroeder seconded the motion

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

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

Comm. Jrl. 109, Page 405

Purchase orders and Travel Requests.....

Commissioners.....Travel request for Jack Betscher, John Love, Rob Fawcett & Katie Long to attend CORSA Annual Meeting IN Columbus August 26, 2016 no expenses listed.

County.....Purchase order to Meijer for Hoover Floor Mate floor scrubber for \$160.00.

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

Mr. Love seconded the motion

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

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

8:30 a.m.

Commissioners Schroeder and Love arrived at the office.

8:40 a.m.

Tim Meyer, Laura Huff and Brian Siefker met with Commissioners Schroeder and Love to discuss computer software program called "Right Stuff" to be used for scheduling, vacation, manpower and sick time. It can also be linked to a time clock. All departments clock in and out except for road patrol. The specifications of the union contract can be entered into system. It can also be synced to do payroll. Maintenance on the software is \$800. Some of the surrounding counties are using this software. The initial setup would be \$9,000. The employees can log into system and view their schedule. John said it is similar to ones used for fire service. Who would host the system was discussed onsite or offsite. Offsite is an added option. Laura saw this at an Emergitech conference a few years ago. The timeclock is an additional expense. There are other options available with extra costs. Hancock County has had it the longest and they are pleased with the performance. A record of offered overtime is kept, through text messages that would be generated. Allen and Wood County also use this system. John asked if this will save any money and what the pros are. This system will identify staffing issues, if too many people are off or if shifts are overstaffed. It will save time and chances of errors, and it could be setup to transfer to Auditor's payroll. Vince asked if it will save money in the long run. It will save the time of sitting at a computer and entering information. Everything is done manually on a spread sheet right now.

9:00 a.m. Commissioner Jerwers arrived at the office and joined the meeting. John asked if a server would be needed for hosting the system. The list of options available was reviewed. The system could accommodate 80 people. They did not compare too many systems, this one drew the attention since it is designed for law enforcement. Vince and Laura caught Travis up on the details of the system and the prices. Licensing would be 3 years fixed. The setup fee has increased over the past 3 years. The Commissioners will discuss this purchase.

9:20 a.m.

Commissioners Schroeder, Love and Jerwers discussed the Sheriff's request for the new software. They are in need of more information and input. There does not seem to be a cost savings involved at this time. The Commissioners would like to see some long term savings.

10:00 a.m.

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

10:30 a.m.

Greg Unverferth for the Airport Board met with Commissioners Schroeder, Love and Jerwers to discuss the Airport budget and the grants that have been applied for and the need for an additional advance of funds to the Airport Construction Grant. Runway and identifier lights and wind cone replacement will be done yet this year. The crack sealing was done last year due to the harsh winter previously. The Airport is in need of advanced funding until the reimbursements for the grants are submitted. Greg also gave an update on the hangar rent and hangar availability. Roger Messenger still owes \$700 in past hangar rent, the airport board will talk to Gary Lammers if needed. They have a waiting list for the blue hangars. The Airport is still paying monthly payment back to County for the Operations advance. Greg will review to see if a larger payment or payoff can happen at the end of the year. The fuel farm needed some repairs this year. John asked about the cement pad from the temporary frame building that was there, if a hanger could be built in that space. Greg said once all the safety projects are completed they

would like to put up another set of blue hangars providing they could get funding. Greg asked about the drainage tile going under the taxi ways. All the ends of the tiles are pulling up and are exposed, and water is getting trapped creating a dip in the taxi way. Could the Engineer help with getting these dug up and repaired? Or they will get bids from local contractors. Greg showed pictures of the tiles. Commissioners said they can check with the Engineer for this assistance. Greg would like to meet with Commissioners in the next couple months to discuss next year's contracts and budget. Kent is keeping up with maintenance. Since there is a County car at the Airport a log may need to be kept for the usage for the vehicle.

11:30 a.m.

Commissioner Jerwers left for lunch.

12:00 p.m.

Commissioners Schroeder and Love left for lunch.

12:40 p.m.

Commissioners Schroeder and Love returned from lunch.

12:50 p.m.

Commissioner Jerwers returned from lunch.

1:30 p.m.

Commissioners Schroeder, Love and Jerwers and Jack Betscher, Administrator discussed the budget and reviewed requests for 2017.

2:00 p.m.

Mike Schroth, Dog Warden met with Commissioners Schroeder, Love and Jerwers to discuss Dog & Kennel expenses and setting the dog tags prices for 2017. Mike had a dog dropped off this morning at 5:30 a.m. by an unknown female. He did not get a license plate due to poor lighting, he needs additional outdoor lighting. Mike said there is a pole light shining on the Ag Complex lot that is powered from his building. It was discussed to turn this light around, replace with more efficient bulb and install another light so he would be able to get pictures from his camera of people who drop dogs off during closed hours. Mike would also like to put a metal roof on the building, since it now has shingles. Mike thinks this will help with heating issues. Mike asked what the Commissioners decision was on dog licenses. Vince said they are lowering it \$2. Mike asked why? If money is lost this year then the prices will have to be raised again. And people are used to paying \$16 and will pay that amount. John argued that most people will not over pay. John has said that the dog & kennel fund is in good shape and things are well maintained. John would like to recognize that Mike is doing a good job.. If things change and money will be needed the price will be looked at again to be raised. The donation money is not going to be touched by the Auditor. The Commissioners will do what is necessary to keep funding available. The government should not be amassing large amounts of money. John asked how much money will he "need". The Dog Shelter does not have any "needs" at this time due to the management by Mike. The adoption fees are remaining at \$40.

2:45 p.m.

Commissioner Jerwers left for the day.

3:50 p.m.

Cathy Recker, Recorder stopped in to talk to Commissioners Schroeder and Love regarding digitizing some old documents. There will be someone coming onsite to scan documents for a 24 hour period and Cathy or one of her staff will be with the scanning personnel while they are onsite. These documents will be recreated for historical record purpose. Military files are not made public only family members can request the information.

4:30 p.m.

Commissioners Schroeder and Love left for the day.

Mr. Jerwers moved to approve the minutes from Thursday, August 18, 2016.

Mr. Schroeder seconded the motion.

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