

## Minutes for Thursday, August 25, 2016

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, 2016, 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 159, VAWA Grant

159 AO, Advance Out.....\$ 2,862.13

and be it

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

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
159 AO, Advance Out	A 25A, Advance In	\$ 2,862.13

(Repay County General for Advances on March, 2016 \$1,400.00 & \$1,462.13 pymt)

Mr. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes  
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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, 2016, 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:

County.....

8 D 3, Crippled Children.....\$ 42,000.00

Mr. Love seconded the motion

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

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, it has been brought to the attention of the Commissioners that some offices are in need of being able to make purchases online and sometimes these purchases can be more cost effective than purchasing items from a local store.

And

**WHEREAS**, an Elected Official may open a business account on behalf of their office if an application for said account is approved by the Putnam County Auditor and the following guidelines are followed:

- Each office of Elected Official is allowed to have **one** such account per vendor.
- There is to be no credit card issued for the account.
- They are **not** allowed to have the ability to accumulate any reward points for redeemable prizes.
- The vendor must accept payment in the form of a check.
- Complete a Request/Approval of All Lines of Credit & Online Charge Accounts form for approval to use Putnam County's Federal ID#, and the Auditor's recommendation to the Commissioners for approval of said account.
- Have approval of **All** parties prior to submitting application to said vendor.
- Any Department that does not have an Elected Official must use Commissioners' account per approval of purchase.
- When an online account is fully established the Putnam County Auditor requests a profile printout of said account.
- When an Elected Officials is submitting a voucher for payment a detailed printout listing items individually must be provided, or payment may be denied or delayed.

And

**WHEREAS**, failure to follow to above guidelines will allow the Auditor to recommend to the Commissioners to close the accounts at any time needed. And any existing accounts that have been established prior to this resolution will be "grandfathered in " under the approval process only. These accounts will still have to follow the voucher format as detailed above, along with possible account closure if guidelines are not adhered to.

now therefore be it

**RESOLVED**, The Board of County Commissioners approved the use of Business/Corporate accounts or lines of credit or online charge accounts providing the above listed guidelines are followed. However, the Putnam County Commissioners still encourage each office to purchase any items needed locally when possible.

Mr. Love seconded the motion

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

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, It has been deemed necessary to advertise for sealed bids for Asphalt Overlay at the Putnam County Sheriff's Office Parking Lot and Drive.

now therefore, be it

**RESOLVED**, Sealed bids for the Asphalt Overlay at the Putnam County Sheriff's Office Parking Lot and Drive will be received by the Board of Putnam County Commissioners, Putnam County Court House, 245 East Main Street, Suite 101, Ottawa, Ohio, 45875, until September 14, 2016, at 11:00 a.m., then on September 15, 2016 at 11:00 a.m. at said office publicly opened and read aloud.

and be it further

**RESOLVED**, Specifications for the Parking lot asphalt overlay are to mill areas along concrete and at catch basins to insure smooth transition and drainage. Tack and overlay existing asphalt parking and drive areas with 1 ½" 448 Type I surface coarse asphalt. Restripe parking lot as is.

Specifications of Parking Lot Full Depth Repair are to repair "soft" areas in existing asphalt by saw-cutting existing asphalt, excavating to a 13" depth and compacting 10" of 304 limestone base and 3" of 448 Type II intermediate coarse asphalt.

OPTION 1-Prepare approx. 32' x 34' area in front of new radio tower for asphalt, stone is already in place. Compact stone and install 3" of Type II intermediate coarse asphalt. Then overlay 1 ½" of Type I surface coarse asphalt, to insure smooth transition with the existing asphalt drive.

and be it further

**RESOLVED**, All interested bidders are invited to submit a bid for the paving according to the specifications and also to submit a bid for the Option 1 paving project.

and be it further

**RESOLVED**, The successful bidder will be required to submit an affidavit required under the Ohio Revised Code Section 5719.042 that the bidder was not charged with any delinquent personal property taxes in Putnam County.

and be it further

**RESOLVED**, Completion date for the project is October 28, 2016.

and be it further

**RESOLVED**, All bids must be accompanied by proof of liability insurance and a bid guaranty in the form of a bid guaranty and performance bond in the total amount of the bid, or a certified or cashier's check or letter of credit in the amount of 10% of the total amount of the bid. The project is subject to Chapter 4115 of the Ohio Revised Code regarding prevailing rates of wages. The Putnam County Commissioners reserve the right to waive any or all bids.

Mr. Schroeder                      seconded the motion

Vote: Mr. Jerwers    yes                      Mr. Love    yes                      Mr. Schroeder    yes  
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**Now and Then Purchase Orders.....**

**County.....**purchase order 32314

**Airport Operations.....**purchase order 32186

**Airport Construction Grant.....**purchase order 32187

**Board of D/D.....**purchase order 31072

**Juvenile Probation.....**purchase order 30554

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

Mr. Love                      seconded the motion

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

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

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

Mr.            moved to approve the purchase orders and travel requests

Mr.                      seconded the motion

Vote: Mr. Jerwers                      Mr. Love                      Mr. Schroeder

Exceptions: Mr. Jerwers    Mr. Love    Mr. Schroeder

**8:30 a.m.**

Commissioners Love, Schroeder and Jerwers arrived at the office.

**9:00 a.m.**

Cheryl Bostelman, Northwest Net/Bright net and Joe Burkhart, IT met with Commissioners Schroeder, Love and Jerwers to discuss the equipment agreement on the communication tower. The agreement cannot be a 90 day due to the amount of money and the time frame. The Prosecutor has seen and approved the contract. There is insurance provided. They will come the first week of September to start moving the equipment. The content of the contract still involves 5 accounts. The speeds will increase on the accounts with the new equipment. There will be a fence with a lock and the key will be at the jail for access to the tower. The new tower is 40 feet higher. Cheryl is interested in the old tower. Cheryl will be given a contact for the Village of Ottawa for possible use of a water tower. The equipment can be mounted higher on the new tower since it is taller. Joe gave Cheryl the address where the tower is located 1035 Heritage Trail. Cheryl had the Commissioners sign the contract. Joe gave the Commissioners an update on the fiber status. Vince reviewed the contract prior to signing. Vince asked about the competition clause, other provider equipment being installed would cause interference in service. John said they are trying to figure out how long the old tower will need to be active.

**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.**

Steve Ford met with Commissioners Schroeder, Love and Jerwers to discuss personnel issues.

Mr. Schroeder moved to go into executive session to discuss personnel issues with Steve Ford at JFS.

Mr. Jerwers seconded the motion,

Vote: Jerwers yes Mr. Love yes Schroeder yes

Mr. Jerwers moved to come out of executive session.

Mr. Love seconded the motion.

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

Mr. Love moved to authorize Steve Ford to make an offer on the position of Assistant Director of JFS.

Mr. Jerwers seconded the motion.

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

**11:40 a.m.**

Commissioner Jerwers left for lunch.

**12:00 p.m.**

Commissioners Schroeder and Love left for lunch.

**12:30 p.m.**

Commissioner Jerwers returned from lunch.

**1:00 p.m.**

Commissioners Schroeder and Love returned from lunch.

**2:00 p.m.**

Commissioners Schroeder, Love and Jerwers attended a Final Ditch Hearing for the John Niese Dt #975 in the Assembly Room.

**2:45 p.m.**

Commissioner Jerwers left for the day.

**3:30 p.m.**

Melissa Drerup with Putnam Pet Pals met with Commissioners Schroeder and Love and Jack Betscher, Administrator to discuss a dog park. Melissa explained to the Commissioners what a dog park is. Right now the tennis courts are being used as dog parks, since they are fenced in areas. The type of dog park she is trying to start is with membership fee which will verify that the dogs are vaccinated. Findlay has a dog park that Putnam County people use. Findlay's park is open to anyone for use. She is also looking at using key FOBs instead of a combination lock. All of the properties offered to them from the Village for a dog park are FEMA properties and any structures would have to be removable when flooding occurs. So fencing perpendicular to the river would not be allowed. Iams is also interested in donating toward a dog park. The park would be maintained and run by Putnam Pet Pals. Jack asked if there was any liability issues with letting dogs run in the park area. Melissa said the park would be divided into areas for different sized dogs. And liability would be waived with the membership to the park. Melissa asked about any property near the dog shelter at the fairgrounds. They are looking for 1-2 acres and something with utilities. It does not have to be in Ottawa. She did contact Glandorf and they have plans for all their land. John suggested Kalida, Fort Jennings, Ottoville or even Leipsic. John explained all the land that is owned by the County is occupied or farm ground. If they would put in moveable fencing where would they store it when it is not in place. The empty lot on Second street was suggested. The Commissioners took Melissa's information to pass on any leads they find.

**4:30 p.m.**

Commissioners Schroeder and Love left for the day.

Mr. Jerwers moved to approve the minutes from Thursday, August 25, 2016.

Mr. Love seconded the motion.

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