

Minutes for Thursday, August 4, 2016

Now and Then Purchase Orders.....

County.....purchase order 32198

RLF.....purchase order 32247

Veteran Service Commission....purchase order 31504

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.....

County.....Travel request for Tim Schnipke to attend the HPS Committee meeting in Middleville, MI on August 5, 2016 no expenses listed.

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

Mr. Schroeder 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 Love and Schroeder arrived at the office.

8:45 a.m.

Steve Ford met with Commissioners Schroeder and Love and Jack Betscher to discuss personnel issues.

Mr. Love moved to go into executive session to discuss employment of a public employee.

Mr. Schroeder seconded the motion.

Vote: Jerwers absent Love yes Schroeder yes

9:20 a.m.

Commissioner Jerwers arrived at the office.

9:40 a.m.

Mr. Schroeder moved to come out of executive session, to go back on record.

Mr. Love seconded the motion.

Vote: Jerwers yes, Love yes, Schroeder yes

Mr. Ford made a statement to propose to open up the assistant director position for Job & Family Services, for applications.

Mr. Love moved to open the position

Mr. Jerwers seconded the motion.

Vote: Jerwers yes Love yes Schroeder yes

9:45 a.m.

Commissioners Schroeder, Love and Jerwers held a conference call with Jim Miller to discuss the Auglaize River and Jennings Creek and the smell of the thousands of dead fish in Fort Jennings due to the leak and fish kill in Delphos. Jim would like to know what is being done or going to be done, since they have a festival coming up in 2 weeks. The Commissioners will contact ODNR and get them in touch with Jim Miller to get a plan. The river used to be deeper in town now the Allen County reservoir pumps out the water to keep it down to approx. 18 inches. Delphos discharges in to the Jennings Creek which connects to the Auglaize in Fort Jennings.

10:00 a.m.

Business agenda was held with Commissioners Jerwers, Love and Schroeder; Jack Betscher, Administrator and Cindy Landwehr, Clerk.

11:00 a.m.

Bob Benroth, Bonnie Doty and Jeremy Maag met with Commissioners Schroeder, Love and Jerwers and Jack Betscher to discuss business accounts for departments. EMS has an Amazon account and the Auditors are questioning the use of these accounts for County purposes. There are employees that want to use their personal Amazon accounts for County use since there office/department does not have one. It is not a credit card account is it a business account that we are billed for, a statement is received. The orders are placed based on blanket purchase orders. It is being handled like the business accounts at Ottawa Feed & Grain and Leipsic Hardware. The order summary should be included with the bills when the invoice is submitted for payment. The Auditor's office wants to know what the Commissioners want to do as far as policy for this types of accounts. The department must be listed on the order summary so it can be tracked back to who originated the order. The Commissioners are ok with the departments to have an Amazon account as long as it will be accountable as to who placed the order, if order was received and is for County use. The Auditor will be allowed to tell the department that they can have an Amazon account as long as the order is accountable back to the department for County use. There is also an Advanced Auto account set up by Office of Public Safety. The County's tax id should not be given out without the Auditor's office knowledge. This may not be something that every office needs since it would be hard to control and keep track of. In the age of technology these accounts will become more prevalent. The Amazon account could be a way to make purchases more cost effectively. The Auditor's office wants the Commissioners to know what is being used and what the departments are asking for to make purchases. Should any new business account be pre-approved by the Commissioners? The Auditor's office will review the requirements and see if anything needs to be added, before a resolution will be done. These accounts are not being promoted due to not buying local but it is understood that buying some things online can provide a tremendous cost savings. Bob is concerned that these accounts may not be just Amazon but not limiting the accounts could lead to misuse. It is determined that

any new business accounts must be approved by the Commissioners and Auditors must have knowledge of users with access to the account, and any order must be accompanied by an order summary.

11:45 a.m.

Commissioner Jerwers left for the day.

12:30 p.m.

Commissioners Schroeder and Love left for lunch.

1:30 p.m.

Commissioners Schroeder and Love returned from lunch.

1:40 p.m.

Commissioner Schroeder and Jack Betscher went to view the landfill.

1:45 p.m.

Commissioner Love and Mike Boaz went to view possibly office space for Mike.

2:30 p.m.

Commissioner Schroeder returned to the office.

2:35 p.m.

Commissioner Love returned to the office.

2:50 p.m.

Alaina Siefker talked to Commissioners Schroeder and Love regarding servicing and repairing the backhoe at the Landfill since we got an estimate from Northwest Tractor in Glandorf. Vince called Tim Schnipke and he is going to check the backhoe over next week and get back to us on it. It was also mentioned that in talking with Duke Imm yesterday, he was given the finger by Jeff Maris. We are going to have Duke write something up and sign so we have it documented here. The last item was brought up how hard Duke Imm works for our recycling and leachate. He always calls right away with any issues and is quick to come up with ideas of addressing issues. He has a lot of great knowledge in the procedures and knows the program. Jack popped his head in the room and agreed with Alaina that it is worth mentioning that when the appropriate time comes, we consider him for a raise.

3:00 p.m.

Joe Burkhart came in to talk to Commissioners Schroeder and Love and Jack Betscher to discuss the progress of installing the fiber optics. The progress of the availability of video arraignment was discussed also. The old tower removal has been changed that the radio station is no longer interested in the old tower, so Jobs Henderson will have to dismantle the structure. The current use of the tower is only by Bright net. There is no generator available at this time. The remaining equipment may be a 4 ft. pad or it may be a small building. This will need to be known, so we know how much room to leave when paving. We can just pave everything and

Glandorf will have to pay to change. Electrical and fiber cannot be put into the same box. The fiber needs to be installed before the parking lot is paved. Jack asked about 2017 projects, Joe said upgrading the phone system. Joe said some offices needs to be added to the 523-8700 number they do not currently have options. The ballpark figure for the phone replacement would be \$40,000. Joe needs to assess if there are enough phone lines available. The Sheriff's office could be included with rest of County on phone system. 911 line will be separate and will stay separate. Joe had received 6 resumes and ranked them. The starting pay is not a big draw. Joe explained running multiple computers on virtualization, cutting down on the amount of servers. The applicants were discussed and getting the second round of interviews done and getting the choice narrowed down. Jack explained that funds can be set aside for Joe's budget for the new hire. Joe said additional funds would not be needed this year. John asked about the job posting with Rhoades if that brought any applicants, Joe said he did not think so none of the people were Rhoades graduates.

4:20 p.m.

Commissioners Schroeder and Love left for the day.

Mr. Love moved to approve the minutes from Thursday, August 4, 2016.

Mr. Schroeder seconded the motion.

Vote: Mr. Jerwers Absent Mr. Love Yes Mr. Schroeder Yes