

## Minutes for Tuesday, May 3, 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 117, Probate Supervision

117 EQ, Equipment.....\$1,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 109, Page 176

Mr. Love moved to approve signing the service agreement between Putnam County and Sidwell Company of St. Charles, Illinois for assessing the GIS and define workflow analysis, present recommendations, develop a Pilot GIS Geodatabase in Esri Parcel Fabric and present and demonstrate Pilot Project Data. Sidwell will work with the Engineer and Auditor to update the GIS software.

Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 109, Page 177-184

Mr. Jerwers moved to approve the modification (18887-1) for bridge project PUTBR Old SR 12-16.40. Additional Compensation of \$2,286.00 for administration and inspection.

Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 109, Page 185-187

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

**Sheriff.....**purchase order 31516, 31528

**County.....**purchase order 31619, 31616

**General Ditch.....**purchase order 31617

**Law Library.....**purchase order 28879

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

Mr. Love seconded the motion



**11:30 a.m.**

Commissioners Schroeder, Love and Jerwers discussed the Sheriff's budget and the request for additional funds. The discussion started with the Jail. For the jail itself, the request was for a 25.27% increase over last year's expenditures for the jail. \$783,989 was the amount requested. The figures presented by Sheriff Meyer, Melinda Kesler and Laura Huff were reviewed by the Commissioners and compared to actual expenditures. The final expenditure number for 2015 was \$617,825. The union was allowed to go retro January 1 for wages. \$626,405 was appropriated for 2016 this does not include fringes. 18.1% PERS The steps for corrections are 2%-1<sup>st</sup> yr., 2.25% 2nd yr, 2.75% 3<sup>rd</sup> yr. \$617,825 plus 2%. The total cost \$630,181.00, + 4 new commissions \$8320. Were fringes included in the last year figure? No Fringes were not included but commissions were.

\$617,825 =wages only, 2% increase= \$12,537 plus commissions of \$8320.00  
=\$638,501.50

12 people will get 4% increase due to contract, were at \$16.11 or below. These people are in the steps.

There are positions listed on the budget that are not filled.

**11:45 a.m.** Commissioner Jerwers left for the day.

Vince suggested taking each of the hourly rates of all employees and multiplying by 4% to get new per hour rate increases. That isn't right should add totals up. The supervisors are not included in the steps. In reviewing the figures presented by the Sheriff's dept. the raise are included. Could use the figure \$640,373 with raises with commissions only off about \$2,000. There was approx. \$10,000 returned to the county. \$13,968 is the difference Jack figured for the expenditures for the year. Does Laura's figure include holidays, comp pay.? The amount of comp time cashed in lasted year was \$3000. \$6500 got transferred out of comp last year. \$9500 will go to comp time conversion. Holiday pay is not separate it is included. The funds from the Clerk of Courts are not included either. Vince figures the pay for one of the employees. Includes commission, holidays. The holiday figure is already included in the yearly compensation. The overtime figures were gathered from the last few years to see who and how much is cashed in. The overtime was also included in the yearly total. Commissioners feel these figures are not entirely accurate. Next year will be 2.5% over this year's number. 3/5 of people will get 4% increase. The increase cost for overtime over last year is \$3,000. Vince came up with \$641,161 to include extra overtime over last year. Comp time payout to \$9500. \$643,673 + 9500 for total compensation of Jail. \$643,373 would be new total for second page. \$636,000 was appropriated for this year, \$10,000 has been transferred out already. 18.1%PERS, 1.45% medicare in included. \$206,712 was appropriated for fringes. Some discrepancies in the submitted figures were found. PERS is separate. Vince said they need to figure total cost. \$643,373 x 1.45 for medicare. Majority is commissioned. Half of staff is non-law enforcement. The budget

submitted does not include the admin staff. The admin staff is non-union. Vince and Jack tested the figures for accuracy. The new figures that were calculated are as follows:

Medicare \$371. additional

Comp time \$9500 total

Full time Union \$643,373

PERS \$134,888

**12:55 p.m.**

Tim Schnipke Maintenance met with Commissioners Love & Schroeder. John asked if Maintenance helped the Auditors across the street. John wants to make sure we will have a set of keys. Tim said anything left in building is counties and John and Vince are ok with it going on auction. Prosecutors records are all moved out. Big heavy desk is only thing leaving there because it is too heavy to move and legs are dismantled. Tim wants to take Bob Benroth to the building to look at it. By Friday everything County related will be completely done. Jack asked where the records went, they went in Prosecutors Office with the rest of their records. Bob Benroth is supposed to call Tim back today. John asked Tim to have Deb Mansfield clean the first floor and then the building is ready to be sold. Tim said the upstairs is mostly empty and when they get the last of those items out, they are going to sweep the floors. John said talk to Red Cross to make sure the few office items that are left are good to come out or if Red Cross wants it. John said he hopes to have it sold by end of May if possible. Putnam Acres roof only needs finishing trim. Jim Webb told Tim he is very happy with the new roof. He said part of damage was with the ceilings that also need painted too. Sheriff's Office roof is being started tomorrow. Vince asked if Richard Kiene got his car. Tim said he got it out for him last Friday. Tim said bids for roof at Ag Complex should be here shortly. Corky was approved to paint east & north side and will do that as soon as weather cooperates. Tim told Jeff from Ohio & Indiana who is on roof at court house today for an estimate. He also let Jeff know which skylights they will be eliminating. Lights for fair will have an updated price so when Tim gets that he will bring it in. Vince asked if it would be better to use a LED bulb and different fixture. Tim said he prefers to keep them the way they are and need to make sure they are up to code. John let Tim know for a heads up that at the Courthouse security meeting this morning, security would like to change the way the desk is set up and the screen will have to change to a different wall. Also discussion is going around with switching the title office and probation. Tim will look into being able to have the South side entrance looked for entering and only being used for an exit.

**1:50 p.m.**

Steve Ford with Job & Family services met with Commissioners Love, Schroeder to open bids for leased vehicles. Bids were received as follows:

<u>Bidder:</u>	<u>Term:</u>	<u>Amount:</u>	<u>Bond:</u>	<u>Vehicle:</u>
Knippen	36 mo	\$291.20	cashier ck	Grand Caravan
	48 mo	\$255.60		
H & K	36 mo	\$476.36	letter of credit	Traverse
	48 mo	\$443.35		
Acme Auto Leasing	36 mo	\$435.00	cashier ck	Grand Caravan
	48 mo	\$485.00		

Mr. Love moved to table the bids for further review.

Mr. Schroeder seconded the motion.

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

**2:20 p.m.**

Commissioners Schroeder and Love and Jack Betscher continued the discussion of calculating the Sheriff's budget. The budget was analyzed line by line by the Commissioners. It was decided not to change the Sheriff's budget the fact that the Patrol unit has additional funds and original appropriations were considered correct.

**4:30 p.m.**

Commissioners Schroeder and Love left for the day.

Mr. Love                    moved to approve the minutes from Tuesday, May 3, 2016.

Mr. Schroeder                    seconded the motion.

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