

## Minutes for Tuesday, October 11, 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:

County.....

15 A 17A, Contingencies/Miscellaneous.....\$ 6,700.00

Mr. Love seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 110, Page 7

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Commissioners deems it necessary to establish an appropriation line and a revenue line for Fund 106, Tax Equivalent Fund.

now therefore, be it

**RESOLVED**, The Board of County Commissioners does hereby request the Putnam County Auditor to add the following appropriation line:

106 FNK, FNK Farms, LLC TIF

and be it further

**RESOLVED**, The Board of County Commissioners does hereby request the Putnam County Auditor to establish the following revenue line:

106 FNK, FNK Farms, LLC TIF

Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 110, Page 8

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 001, County General-Sheriff

6 A 18, K-9 Expenses.....\$5,000.00

(From A 13G15)

Mr. Love seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 110, Page 9

Mr. Love 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 006, Job & Family Services

H 15, Other Expense.....\$55,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes            Mr. Love yes            Mr. Schroeder yes  
Comm. Jrl. 110, Page 10

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 008, Capital Improvements

N 1, Contracts/Projects.....\$ 260.10

Mr. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes  
Comm. Jrl. 110, Page 11

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, The Ohio EMA is providing EMPG (Emergency Management Plan Grant) funding to Emergency Management Agencies. The funding can be applied for by each individual EMA. Putnam County EMA must provide confirmation for the handling operating expenses.  
now therefore, be it

**RESOLVED**, The Board of County Commissioners does hereby approve the Putnam County EMA Director, Mike Klear to split the operating expenses of supplies, equipment and utilities as needed for the Putnam County EMS and EMA programs.  
Mr. Schroeder seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes  
Comm. Jrl. 110, Page 12

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 120, Emergency Medical Services  
120 SU2, Disposable Care Supplies.....\$3,000.00

Mr. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes  
Comm. Jrl. 110, Page 13

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

- Sheriff K-9.....**purchase order 32603
- OHTF.....**purchase order 32685
- County.....**purchase order 32533
- Clerk of Courts....**purchase order 32058
- Youth Subsidy.....**purchase order 30556-30557
- Probate/Juvenile..**purchase order 32228
- Capital Imprvmt...**purchase order 32532

**A L & Gas**.....purchase order 32431

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**.....

**EMS**.....Blanket purchase order for Insurance & PT Refunds for \$2500.00.

**County**.....Travel request for Jack Betscher to attend the CCAO Energy Program in Columbus on October 26, 2016 no expenses listed.

**Recorder**..... Travel request for Cathy Recker to attend Ohio Recorders' Assoc winter conference in Columbus on November 13-15, 2016 with purchase order for expenses for lodging, meals and other for \$480.00.

**Auditor**... Travel request for Robert Benroth to attend the NW Auditor's Winter Conf in Columbus on November 17, 2016 no expenses listed.

**Sheriff**.....Travel request for Brian Siefker, Tim Meyer Roy Sargent & Staci Schroeder to attend Annual BSSA Sheriff Conference in Sandusky on November 13-16, 2016 no expenses listed. Travel request for Time Meyer & Brian Siefker to attend FKKA Seminar on Workplace Policies & Employee Discipline in Columbus on November 1, 2016 no expenses listed. Travel request for Laura Huff and Staci Schroeder to attend FKKA Seminar on Workplace Policies and Employee Discipline in Columbus on November 1, 2016 no expenses listed.

**Water Dist #1**.....Purchase order to Ohio Rural Waster Assoc. for 2017 membership fee for \$70.00. Purchase order to Ottawa Water Works for October & November Usage for \$4700.00.

**Job & Family**... Purchase order to Flat Rock Homes for PASSS for \$9300.00.

**Auditor**...-Travel request for Jeremy Maag to attend the 2016 Ohio Weights & Measures Fall Training in Reynoldsburg on November 15-16, 2016, with expenses for lodging \$131.68 and Meals, 66.00.

**Airport Operations**...Purchase order to Verhoff Excavating for drainage repair for \$1170.00.

Mr. Love 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

Commissioner Schroeder called the meeting to order at 8:30 a.m. with Commissioner Love.

Commissioner Jerwers arrived at the office at 8:45 a.m.

The business agenda was held at 10:00 a.m. with Commissioners Schroeder, Love and Jerwers; Jack Betscher, Administrator; Cindy Landwehr, Clerk and Nancy Kline, Putnam County Sentinel.

Commissioner Schroeder moved to adjourn for the day at 10:30 a.m.

Commissioner Jerwers seconded the motion.

Vote: Jerwers yes, Love yes, Schroeder yes

Commissioner Schroeder and Jerwers left for the day at 10:50 a.m.

Commissioner Love and Jack Betscher attended the LEPC/DWART meeting at the Office of Public Safety at 12:00 p.m.

A Records Commission Meeting was held at 2:00 p.m. with John Love, Commissioner; Cathy Recker, Recorder and Teresa Lammers, Clerk of Courts. Cathy called the meeting to order. Cathy read the minutes from the previous meeting.

John moved to approve minutes from July 5 meeting.

Teresa seconded the motion.

Vote: all in favor Motion carried.

Cathy has some RC-2 forms that have been approved by the state. BOE has submitted an RC-2 that has been approved by the state as well. The Treasurer has submitted a revised RC-2 and an RC-3 listing some items to destroy.

John moved to sign the RC-2 for Treasurer.

Teresa seconded the motion.

Vote all in favor. Motion carried.

The Coroner's office has contacted Cathy regarding record retention. There is a training session on Monday Oct 17, 10am-1pm as Educational Service Center.

There has been a great increase in the record retention process since Cathy has requested an updated RC-2 from each office. There is a claim process now for records request in the Court of Claims. There is a \$25 filing fee for filing a claim on a record's request. Teresa asked about the progress of the record's center. The record's center has a copier in place now. John explained the changes with Board of D/D and switching to a private entity. They may be interested in taking on shredding documents. And may be working out a plan to bale the shredded paper with the recycling program. The broken drainage pipe at the Old JFS building was discussed that the Village does not make it a priority to fix. Teresa said any historical records would have to be moved to the Record's Center. Cathy said there are records in the Record's Center that are not secured. Maybe in the future there will be a person stationed there who can look up the information and send to the person making the request and logging the new information as well. The Nursing Home records have not been moved yet and the records need to be gone through. The Juvenile File room at Old JFS was discussed and the possible uses. The next meeting will be January 9, 2017 John moved to adjourn. Cathy seconded the motion.

Vote: all in favor, motion carried.

Commissioner Love left to attend a meeting at the Health Dept. 2:45 p.m.

Mr. Jerwers moved to approve the minutes from Tuesday, October 11, 2016.

Mr. Love seconded the motion.

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

