

**Minutes for Tuesday, December 5, 2017**

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, 2017, 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 016, Ditch Maintenance  
R 6, Advance Out.....\$ 35,000.00

BE IT RESOLVED, That per the request of The Board of 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>
R 6, Advance Out (Repay Co. General for Advance in March 2017 remaining balance	A 25A, Advance In \$35,000)	\$35,000.00

Mr. Lammers seconded the motion

Vote: Mr. Schroeder absent Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 111, Page 370

Mr. Lammers 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, 2017, 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 057, Airport Construction Grant  
57 AO, Advance Out.....\$ 46,510.00

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

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
57 AO, Advance Out (Repay Advance from Oct 2016)	A 25A, Advance In	\$46,510.00

Mr. Love seconded the motion

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

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, 2017, 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 SER, Services.....\$10,096.33

Mr. Lammers seconded the motion

Vote: Mr. Schroeder absent Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 111, Page 372

Mr. Love moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam County, Ohio, that the following appropriation modification be made for the year ending December 31, 2017.

Fund 001

For Sheriff

From...6 A 14D3, Uniform Acct...to...6 A 4, Equipment...\$2,000.00

Mr. Lammers seconded the motion

Vote: Mr. Schroeder absent Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 111, Page 373

Mr. Love moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam County, Ohio, that the following appropriation modification be made for the year ending December 31, 2017.

For Office of Public Safety

From....120 LIA, Liability Insurance ...to....120 CS1, Contract Services.....\$500.00

From...120 LIA, Liability Insurance...to....120 VM1, Vehicle Maintenance...\$11,000.00

From...120 OFF, Office Lease.....to.....120 VM1, Vehilce Maintenance...\$7,935.50

Mr. Lammers seconded the motion

Vote: Mr. Schroeder absent      Mr. Lammers yes      Mr. Love yes  
Comm. Jrl. 111, Page 374

Mr. Lammers      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, 2017, 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 110, Airport Operations  
110 OT, Other Expenses.....\$ 2,397.75

Mr. Love      seconded the motion

Vote: Mr. Schroeder absent      Mr. Lammers yes      Mr. Love yes  
Comm. Jrl. 111, Page 375

Mr. Love      moved the adoption of the following resolution:

**WHEREAS**, Putnam County Emergency Medical Service (PCEMS) strives to provide appropriate, effective, and economical service and care to the residents of Putnam County;  
and

**WHEREAS**, cost of operations and the need to offer additional services continue to increase;  
and

**WHEREAS**, the Ohio Medicare and Average Private Insurance Allowable Charges continue to increase,  
now therefore be it

**RESOLVED**, that The Board of Putnam County Commissioners does hereby establish increased charges as described below to be effective January 1, 2018:

	From	To
Advance Life Support Level II	\$650.00	\$850.00
Advance Life Support Level I Emergency	\$600.00	\$750.00
Advance Life Support (ALS) Non emergency	\$ 600.00	\$ 750.00
Basic Life Support (BLS) Emergency	\$450.00	\$600.00
Basic Life Support (BLS) Non-Emergency	\$450.00	\$600.00
Ambulance Mileage	\$ 10.00	\$ 14.00

Mr. Lammers      seconded the motion

Vote: Mr. Schroeder absent      Mr. Lammers yes      Mr. Love yes  
Comm. Jrl. 111, Page 376

Mr. Lammers moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Commissioners deems it necessary to establish appropriation lines for fund 068, Mental Health. now therefore, be it

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

AA 5, Recovery Housing Funds  
Mr. Love seconded the motion

Vote: Mr. Schroeder absent Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 111, Page 377

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

**VAWA Grant**.....purchase order 35408  
**Public Assistance**...purchase order 60218  
**County General**.....purchase order 35412  
Mr. Lammers moved to approve the now and then purchase orders

Mr. Love seconded the motion

Vote: Mr. Schroeder absent Mr. Lammers yes Mr. Love yes  
Exceptions: Mr. Lammers none Mr. Schroeder Mr. Love none  
Comm. Jrl. 111, Page 378

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

**Recorder Equipment**.....Travel request for Cathy Recker to attend the Winter Conference in Columbus November 12-14, 2017 with expenses for lodging \$435.00 and meals \$10.00. Travel request for Cathy Recker to attend the Fall conference in Columbus September 20-21, 2017 with expenses for \$159.80 for lodging.

**Airport Operations** .....Purchase order to Harris & Leach for AWOS repair for \$2400.00.

**Putnam Acres**.....Purchase order to Bockrath & Assoc to draw up utility easements for Putnam Acres property for \$1500.00.

**County General**.....Blanket purchase order for IT supplies for Dec for \$100.82. Purchase order to US Postal Service for 2018 presort permit for \$225.00.

**EMS**.....Blanket purchase order for Vehicle Maintenance for \$20,000.00. Blanket purchase order for Utilities-2017 for \$1500.00.

**Sheriff**.....Travel request for Brandi Anspach to attend Securix training in Dallas TX Dec 12-13, 2017 no expenses listed.

Mr. Love moved to approve the purchase orders and travels requests.

Mr. Lammers seconded the motion

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

Exceptions: Mr. Lammers none Mr. Love none Mr. Schroeder

Mr. Love called the meeting to order with Mr. Lammers at 8:30 a.m. by reciting the Pledge of Allegiance.

At 9:00 a.m. Mr. Lammers and Mr. Love went to the elected officials meeting.

The business agenda was held at 10:00 a.m. with Commissioners Lammers and Love; Jack Betscher, Administrator and Cindy Landwehr, Clerk.

Commissioner Schroeder arrived at the office at 10:30 a.m.

At 10:30 a.m. Commissioners Schroeder, Lammers and Love met with the Sheriff's Office. Present are Sheriff Siefker, Verl Warnimont, Mel Kessler, and Brad Nelson. Jackson Betscher sat in on the meeting also. They came in to discuss 2018 budget and vehicles. Melinda showed the transfers that she has requested for this year to cover the shortages in the upcoming payroll. She will have very little remaining money to move. Melinda presented an appropriation request for additional \$38,927.00 for the remainder of the year. There are two officers retiring one at the end of this year and one next year that will need funds available to pay out for comp time and vacation. The additional \$38,927.00 is the remaining from the original request. Jack said the 2018 Sheriff budget has been discussed and he will work with Melinda on any shortages that may come up. The jail population was discussed. John asked Melinda to review the jail budget with the new Administrator also. Melinda left the meeting at 10:53 a.m. John explained that the Sheriff and Jail is not underfunded and that is not the intention. The 2018 vehicle request was discussed, Jack said three would be ordered. Sheriff Siefker suggested two cruisers and one unmarked car. A detective vehicle will need to be replaced. Jack offered the Commissioners gray impala as the unmarked car and getting another in its place. The Sheriff said the new Jail administrator will not be getting a vehicle. A couple other vehicles will be traded and taken out of service. The video arraignment will cut down on the need for a vehicle. Sheriff said the vehicles with the highest mileage will be taken out of service. Brad Nelson joined the meeting at 11:00 a.m. Of the new vehicles one should be an SUV. The costs for the vehicles were reviewed. The equipment fund does not cover the radios, radar or cameras, those costs would be included with the vehicle. Costs of equipment were reviewed radar \$2300, camera \$4100 and will increase next year. Sheriff suggested using FOJ funds to purchase a camera. The road patrol vehicles all received new cameras except a few. Seven cruisers are all up to date with new equipment. Jack said they could use FOJ to purchase a radar also. It was suggested to purchase the cameras at the discounted rate now and store to use when needed. Cameras and a radar can be purchased through FOJ. One SUV and two sedans will be purchased. The vehicles are purchased through Reineke and D R Eble and are more reasonable than going through Statewide. The dates for purchasing the cars was discussed, the cars are available at Reineke

with no wait time. The purchase order and money will have to be appropriated in January. The Commissioners will have to purchase a vehicle to replace the unmarked car going to the Sheriff's office. Verl can get prices for a vehicle for the Commissioners also. The Commissioners will let them know when it is ok to do the purchase.

Mike asked about the progress of the MAN unit, the Sheriff gave an update on a recent arrest. There is a trend that meth use is going up again. There are two men committed to the MAN Unit from Putnam County. It was asked if the MAN unit was expanding, no they are not. The Prosecutor would have the information on all cases from the County. Mike Lammers is trying to figure out if the drug use locally is higher than the people passing through.

John asked about the new software for the payroll, if it is working out. It is working and cutting down on the paperwork involved. The biometric timeclock is working well also.

The plan for the drone was asked about if other offices could use it if needed. The office that is using the drone would be responsible for paying the wages of the operator and costs of wear and tear on the drone. Outside agencies have asked to use the drone also, Ohio State Patrol. Can the Sheriff's office make money on the use of the drone for outside agencies? The Prosecutor will be asked about the procedures. The BSSA mutual aid agreement must be reviewed also.

The Commissioners think the use of the drone would be beneficial to the ditch program also to keep the program moving and cut down on manpower. The Engineer and Soil & Water could have someone certified as an operator also. Mr. Lammers believes that technology use will increase by the County. It was asked if there were any others interested in becoming a certified operator.

Brad Nelson talked to the Commissioners regarding the wellness program. Brad referred to past news articles about the wellness programs being voluntary but costing money and punishing the employees. The articles referred to the wellness programs only benefitting the people who created them monetarily. The employees are concerned that their personal and medical information is susceptible to being stolen and used. Brad said he not against the wellness program he is concerned that the County's is being run correctly and is secure. The Commissioners have not made a definite decision on the wellness program yet.

The Commissioners discussed the incentive program for the wellness program.

The minutes from Thursday, November 30, 2017 were reviewed and approved at 12:10 p.m.

Mr. Love moved to adjourn for lunch at 12:30 p.m.

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Commissioners Schroeder and Love returned from lunch at 1:30 p.m.

Commissioner Lammers returned from lunch at 1:35 p.m.

Commissioners Lammers held the Record's Commission meeting at 2:15 p.m. with Cathy Recker, Jeremy Maag and Teresa Lammers. Cathy had an approved RC-2 from Board of Elections and an approved RC-3 from the Commissioners. Tracy Warnecke, Treasurer has

been moving records and had some questions and had submitted an RC-3. Mike asked about the progress of the Coroner and Veteran Services in participating in record retention. The Fairboard will also be contacted for their progress as well. The next Commission meeting will be in February. Tracy had questions about the moldy books that were sent to Bowling Green for copying, the Library will keep the copied information. What should she do with the actual books when she gets them back? It could create a health issue to have the moldy books in storage, the mold will spread to other records and it would be harmful to handle them. Cathy said there is an expensive treatment that could be done to the books and paper to help with deterioration. The options for those books were discussed. The Record's Commission would be in favor to destroy the moldy books once they are copied and given to the Library for retention. The remaining Putnam Acres records were discussed. They need to be moved and reviewed for retention. The records schedule will have to be filed under the Commissioners' schedule using the guidelines for the State's recommendation. Jack Betscher joined the meeting at 2:50 p.m. The State will be asked if the records need to be kept at all if the business no longer exists. The process for record destruction was explained to Jack Betscher for the Putnam Acres records. The meeting was adjourned at 3:00 p.m.

Commissioners Schroeder, Love & Lammers discussed at 3:00 p.m. about spousal insurance on how they qualify to be on the county's insurance. Fortman/UIS did a study on it and sent a letter to the commissioners with a recommendation. They recommend that a spouse is able to participate in the county insurance if they cannot sign up with their employer's plan that does not exceed \$300 a mo. for the minimum coverage. Vince said the reason for this is because it hasn't changed since 2010 and cost of coverage has gone up considerably. Jack said looking for it to take effect later January of 2018. For those already on it, that would be effective 2019. John said he thought we are already passed that day. John new hires as it occurs, but for current people on it, want to do a survey in 2018 for 2019. The spouses of employees should be completing the spousal form every year. The minimum coverage was what OPERS offered. 30 years of service changes the insurance options available. This is only for the spouse the children can still be under the employee's insurance. Clarification of single plan insurance needs to be highlighted on the form. Most of costs are derived from claims. Since it is somewhat unclear Adam and Jonathan will be invited back to clarify. Vince explained that the change will stress the change is for a single plan that would be less than \$300. per month raising from the previous \$200 limit. The Commissioners agree to the increase to \$300 and will have to review the language of the spousal form. The Commissioners will have to make a decision on the wellness program and the incentives that are going away. The rates will not change until 2019. In 2018 the incentives will still be available from CEBCO. The cost of insurance whether or not we participate in the wellness the cost is \$2,300,000. The Commissioners must decide if they are going with the recommended premiums from CEBCO and paying 80/20. The incentives will no longer come from CEBCO so the Commissioners are deciding if they will keep offering the incentives and pay for them. Proof of having blood work done will qualify an employee for an incentive.

Mr. Lammers moved to offer employees only a \$50 incentive for the proof of completed bloodwork to promote wellness in the workplace.

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

The type of proof that will be accepted has yet to be determined. The Commissioners hope to show that they are compassionate in caring for the wellbeing of the County employees. These changes have arisen because there are spouses of employees who are eligible for OPERS but are enrolling in the County's insurance because it is cheaper than the OPERS. Jack proposed if we do not participate with CEBCO and the insurance agents we could just have the option to go to the doctor to get bloodwork done, no health fair. The Kiwanas blood draw day was compared to the County Health Fair. Laurie Basinger plans the whole Health Fair setting up the phlebotomists and the vendors. The \$50 card was only received by the participants if all the booths were visited each booth must stamp the employee's card.

Jack said the budget for 2018 is less than previous year. \$10,197,060. Revenue

The Historical Society requested \$11,000 but received \$10,000.00

Sheriff & Jail budget is \$3,400,000

Prosecutor's budget is up due to increase in staff.

A 2% increase in employee compensation was given.

Mr. Love moved to adjourn for the day at 4:30 p.m.

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Mr. Lammers moved to approve the minutes as read from Tuesday, December 5, 2017.

Mr. Love seconded the motion.

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes