

**Minutes for Thursday, January 26, 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 increase in revenues is hereby approved:

Fund 033, Recycle Grant

33 RLMF, Match Money.....\$50,000.00

Fund 060, Water Dist #1

Q 60, Residential Fees-Water Dist#1.....\$4,000.00

Fund 110, Airport Operations

110 HR, Hangar Rent.....\$15,000.00

110 FU, Fuel.....\$5,000.00

Mr. Lammers seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 272

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:

**Minus appropriation:**

**Fund 110, Airport Operations**

110 AO, Advance Out.....- \$ 50,000.00

**Minus appropriation:**

**Fund 064, Enterprise Zone**

64 VIL, Village.....\$2,000.00

64 SCH, School.....\$6,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 273

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 033, Recycle Grant

33 RL13, Other.....\$ 29,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 274

Mr. Love moved to approve the Addendum to Contract with WSOS Community Action Commission, Inc. to Administer Putnam County's CDBG Allocation Grant for fiscal year 2017.

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 275

Mr. Schroeder moved the adoption of the following Resolution:

**WHEREAS**, The Board of County Commissioners owns property located at 10170 Road 5-H, Ottawa, which was previously used as a nursing home facility, known as Putnam Acres Care Center.

and

**WHEREAS**, Oak Haven Residential Care LLC, 152 Main Street, Cloverdale, Ohio, is interested in entering into a lease.

now therefore, be it

**RESOLVED**, That the Board of County Commissioners does hereby agree to lease said building located at 10170 Road 5-H, Ottawa, Ohio, to Oak Haven Residential Care, LLC at a rate of \$7,000.00 a month.

and be it further

**RESOLVED**, The term of the lease will commence on January 1, 2017 for a period of one year with an automatic one year renewal.

Mr. Lammers seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 276

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

**EMS.....**purchase order 2871, 2874, 2875

**County General.....**purchase order 33615

**Board of D/D.....**purchase orders 33233, 33234, 33766, 33767

**Veteran Service Commission....**purchase order 33180

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

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Exceptions: Mr. Lammers none Mr. Schroeder none Mr. Love none  
Comm. Jrl. 110, Page 277

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

**Solid Waste Dist Disp Fees.....**Purchase order to Precision Laser for repair to recycle truck for \$ 375.00.

**EMS.....**Blanket purchase order for medical staff uniforms \$4000.00. Purchase order to Howell Resource Systems-freight/mounting brackets Genesis spreader/HR 108- \$40.00.

**LEPC.....**Purchase order to Putnam County EMA for services supplied to LEPC by EMA.

**Auditor.....**Travel request for Bob Benroth to attend NW County Auditor's meeting In Defiance on January 27, 2017 with \$15.00 for registration.

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

Mr. Love seconded the motion

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

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

The first public hearing for CDBG was held on Wednesday January 25, 2017 at 11:00 a.m.

Commissioner Love and Schroeder called the meeting to order at 8:25 a.m. with Commissioner Lammers.

Tim Schnipke stopped to give the Commissioners an update on the repairs needed on the skid loader.

Steve Ford stopped in at 8:30 a.m. to introduce himself to Commissioner Lammers and to discuss and explain the quarterly reimbursements. Vince also brought up the Recycling Center and Cecil and Jeff. Suzy had a discussion with Cecil and Jeff. Steve also invited the Commissioners to Job & Family Services Agency to view the agency and the process of how things work. A personnel meeting will be set up to discuss personnel issues coming up.

Gary Lammers met with Commissioners Schroeder, Lammers and Love and Jack Betscher, Administrator at 9:10 a.m. to discuss the Board of Elections and the issues they have with the County and the preparation of their budget. The resolution of the wage freeze for Board of Elections was asked about if the wage freeze is not followed. Gary explained that if the expense exceed the allowed budget the Board of Election will run short. Gary has done some research and found that the Board of Election would be civilly liable for any shortages in the budget beyond what was allotted. Gary would represent both side until the situation becomes adversarial. The Board of Elections also question some policy issues they have. The question of transferring between budget lines to increase wages was addressed and Gary researched that item as well. Gary shared the information he found in the research. Ohio Revised Code trumps all resolutions that were passed. ORC 5705 was read. Gary also explained a few other codes that would apply to this situation. The Commissioners understand that more funds were needed to cover the mandated hours by the Secretary of State. The Board of Elections could go to Court of get more funding if they feel they need to do so. Wages are a necessary expense to conduct an election. The Board of Elections is able to set their wages, but they should be set based on what is appropriated. The Board of Elections do not get other funds such as a tax levy to help pay any of their expenses other than grant funds that need to be spent on a particular purpose. If any changes in status happen, someone goes from a single to a family policy, the Commissioners will accommodate to cover the additional expense. A few years ago the Board of Elections wages were covered when a 5% raise was given without Commissioner Knowledge or approval so the employees did not go without paychecks. The resolution that the Commissioners passed to freeze the BOE wages could violate Ohio Revised Code. The actual amount of the increase was not told to the Commissioners. The Board of Elections is asking for a larger increase than any of the other County employees received for the year. All other employees received a 1.5% increase in wages. The Commissioners do not know what the Secretary of State will mandate for the coming year. The Commissioners have to determine what is necessary and proper to run any of the County departments. The Board of Elections would like to adequately pay their staff compared to surrounding counties to avoid employee turnover, which has not happened. The last employee left due to not being rehired, another is leaving to retire. They do not really have any turnover. The argument of who has the control over the money is what this is about. Gary also showed a list of employees that the Board of elections compared themselves to from other departments, to have comparable wages. Some of those people listed received new and additional job duties with the increase in their wages, not continuing the same job and receiving a large raise. Gary asked if there were any special requirements or education for the Board of Elections Director and Deputy Director to have for the job position. The wage freeze was more of a directive to follow from the Commissioners to

stay within the allocated budget. There must be communication to convey the information needed for the budget to be completed. The Board of Elections also said that they did not get to submit their own budget figures for 2017, their budget figures were submitted "for" them. It is set by statute when the budgets are to be turned in. The Board of Elections was never notified that their budget was missing. Mr. Lammers said the Board of Elections still should have the responsibility to use the budget funds they are allotted as best as they can. The Board of Elections is unique in their statutes that they must follow, as there are some other departments that are unique in their own right as well. Jack asked if Gary would recommend a new resolution. Gary did not feel a new resolution would be needed. There will be a similar situation coming with the Probate office. Gary will do more research for determined what is proper and necessary for the budgets. Gary will check with the Secretary of State to compare the counties in the State by class and by pay for the Boards of Elections.

The business agenda was held at 10:15 a.m. with Commissioners Schroeder, Lammers and Love; Jack Betscher, Administrator; Cindy Landwehr, Clerk and Nancy Kline, Putnam County Sentinel.

Martha Hermiller stopped in at 11:25 a.m. to discuss the land issue in Miller City where the Hermiller's yard is washing out from a drain installed after the ditch improvements that were done. The materials are on site but the project is not done. Since it has been so wet the washout is getting larger and larger and the road will soon be washing away. Kenny Palte needs to get the pipe put in. This has taken over a year to get completed already. Ryan from the Engineer's office is not updating the people on the situation. Mr. Palte needs to get this completed as soon as the weather permits. Martha said the ditch is caving in too. The Commissioners will talk to the Engineer to see that this will get done. The Commissioners set up a meeting between Martha Hermiller and the Engineer to discuss the situation.

Jack had Bob Benroth come in to talk to Commissioners Schroeder, Lammers and Love to discuss the audit report that came out. Bob passed out a report to explain the "Financial Health" of the county. Overall the County is in positive status, there is one area that is critical and three that are cautionary. Bob explained that the report is misleading that it is not entirely accurate, it is from 2015. The letter of credit that was needed for the Landfill created a negative outlook. The decrease in the sales tax also made a negative outlook. The trend of collecting taxes went down due to the sales tax rate being lowered, which contributes to lower revenue. Bob said that Putnam County is in good shape due to not having any debt. The Commissioners will let the Auditor field all the questions regarding the report and the financial status of the County. Bob also brought the November sales tax figures. The trend is up for sales taxes. If the Putnam Acres building would sell it would be a positive item. There are other negative items coming through as well. Less income from out of county prisoners, and the taxes on Medicare. Putnam County does not need to file under GAAP, which is very costly, due to not having an open active landfill.

Bob also had the information requested for the AEP interest in buying a parcel of the County's property. Bob had sales figures and GIS photos from other like properties in the area that sold for commercial use. He gave this information to the Commissioners to help them with their decision of what to ask for from AEP. Mike asked what figure to ask for from Bob, Bob recommended \$200,000-\$250,000 and don't go below \$200,000.

Commissioner Love left for Union County meeting at 12:40p.m.

Commissioner Lammers went to lunch at 12:43 p.m.

Commissioner Schroeder and Jack Betscher left for lunch at 12:45 p.m.

Commissioner Lammers returned from lunch at 1:45 p.m.

Commissioner Schroeder returned from lunch at 1:50 p.m.

Joe Burkhart met with Commissioners Lammers and Schroeder at 2:00 p.m. to discuss the Commissioners using computers/laptops and the accesses they would need to have. Joe will get some quotes on some different options for them. Joe got a quote on the guest wi fi network for the Courthouse, he is looking into getting additional access points for the Annex, Ag Complex and Sheriff's office and a controller versus the cloud. The Courthouse is the highest risk due to more people more users. Joe explained the fiber optic services that we are receiving from Glandorf Telephone.

Tim Schnipke stopped in at 2:30 p.m. to show the Commissioners some information on purchasing a new skid loader. Vince and Tim reviewed some options and features that are available on different models. Tim had figures for a trade-in. The features needed were discussed. Tim made a few recommendations on the models that would work the best as far as height restrictions and weight limits, he is leaning toward the 320 model. The height clearance in the building is 8 ft. Tim also listed the features that would be needed such as an engine cooling fan. New operator training would be needed for a new skid loader. Tim will leave the information with the Commissioners so they can look it over and discuss what would be best.

Mike Lenhart stopped in at 3:40 p.m. to discuss the permissive tax maps for the Villages with Commissioners Schroeder and Lammers, since there is a Mayors meeting this evening. Mike had a request to redraw some of the Village maps. The Villages are supposed to request streets to be added. The Engineer can add streets and the Commissioners must approve them. Permissive tax funds can be used for improvements as listed in ORC 4504 on the streets that have been added for each Village to these permissive tax maps. The streets and roads on the permissive maps are used to move traffic within and through the County. Main benefit is it is for pass through roads not for specific neighborhoods or subdivisions. The Engineer does not feel the Villages are using these funds the way they were set up to be used. The Engineer did not removed any previously approved streets that are not pass through streets. The request to use the permissive funds should be done before the work is done on the streets. The Engineer would like to get this process reviewed with the Mayors and get them to follow the process by Ohio Revised Code. There are other limitations for uses of permissive tax funds also. The Engineer and the Commissioners need to be in agreement for enforcing the proper use of permissive tax funds. Commissioner Schroeder asked if the already approved streets that are not through streets should be removed from the maps. That is another decision that needs to be made. The rule is for the flow of traffic through and within the County not the Village. Kalida and Pandora are submitting additional streets that are not through streets. Of the streets submitted by Pandora and Kalida, Walnut Street in Kalida would be the only one to legitimately add to the map. The Commissioners have the final approval on the permissive tax taps. An opinion can be requested from the Prosecutor. Commissioner Lammers would like to read the ORC and OAC regarding this issue. The Mayor will be asked at the meeting this evening if all the streets that are listed on their maps meet the permissive tax rules. The streets should also be labeled as primary or secondary roads. The determination of how these requests will be handled in the future must be made.

Commissioner Lammers moved to adjourn for the day at 4:30 p.m.

Commissioner Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love absent

Mr. Lammers moved to approve the minutes from Thursday, January 26, 2017.

Mr. Schroeder seconded the motion.

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