

## **Minutes for Thursday May 4, 2017**

Mr. Lammers moved the adoption of the following Resolution:

**WHEREAS,** House Bill 12 which requires a license to carry a concealed handgun became effective on April 8, 2004 and was amended in March of 2017.

and

**WHEREAS,** The Board of County Commissioners received an amendment from CORSA and recommendations from the Putnam County Prosecutor.

now therefore, be it

**RESOLVED,** The Board of County Commissioners does hereby adopt the following Conceal Carry Policy amendment:

### **CONCEALED CARRY POLICY**

Consistent with the Ohio Revised Code and unless otherwise permitted by the Ohio Revised Code, no employee, contractor, client or other individual may carry, possess, convey or attempt to convey a deadly weapon or ordnance onto the property of the County, unless otherwise directed or designated by the County Commissioners. A valid concealed carry license does not authorize an individual to carry such a weapon onto these premises, unless otherwise directed or designated by the County Commissioners. Law enforcement officers specifically authorized to carry a firearm are exempted from this provision and may be permitted to carry a concealed weapon.

County employees are prohibited from carrying firearms any time they are working for the County or acting within the course and scope of employment, unless otherwise directed or designated by the County Commissioners. These situations include but are not limited to attending training sessions or seminars, wearing a County identification badge, uniform, or other County issued paraphernalia that an employee is required to wear relative to their employment and working in resident's homes or other sites off County premises. Except for law enforcement officers, no employee or member of the public may carry, transport, or store a concealed weapon, firearm, or ammunition in a County owned vehicle unless otherwise directed or designated by the County Commissioners.

This policy does not prohibit employees possessing a valid license to carry a concealed handgun from transporting and/or storing a firearm or ammunition in their personal vehicle at work locations where their personal vehicle is otherwise permitted to be (e.g. County Parking Lot). However, the employee must leave the firearm and ammunition in their personal vehicle. Employees are neither permitted to remove their firearm or ammunition from their personal vehicle while at work locations nor are they permitted to bring a concealed firearm and ammunition into a County owned building, unless otherwise directed or designated by the County Commissioners. The employee's firearm and ammunition must be transported and/or stored in their personal vehicle in accordance with the storage provisions of the Concealed Carry statute and the Ohio Revised Code. The firearm and ammunition must be in a locked vehicle either in the glove compartment, a lock box or the trunk.

Employees shall immediately contact a supervisor if they suspect a non-designated or directed employee or member of the public is carrying a concealed firearm or ammunition on County premises. Employees are required to immediately contact a supervisor if they suspect a non-designated or directed employee to be carrying a concealed weapon, firearm or ammunition in violation of this policy at any time while they are working for the County, acting within the course and scope of employment, or acting as a representative of the County.

and be it further

**RESOLVED**, Said "amended Concealed Carry Policy" becomes effective immediately.

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 412-413

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 005, Dog and Kennel

B 3, Supplies & Repairs.....\$5,000.00

Mr. Lammers seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes  
Comm. Jrl. 110, Page 414

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

**Childrens Services.....**purchase orders 80123-80130

**911.....**purchase order 33491

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 415

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

**County General .....**Purchase order to Vetter Lumber for Shelving at Record's Bldg for \$1500.00. Purchase order to Vetter Lumber for roofing materials for Ag Complex for \$500.00. Travel request for Cindy Landwehr to attend the NW Ohio Safety Council meeting in Lima on May 9, 2017 with expense for registration of \$15.00. Purchase order to Fourth St Garage for brakes for the Explorer for \$275.00.

**County Airport .....**Purchase order to Genesis Lamp for Runway bulbs for \$460.00.

**Public Children Services Agency .....**Purchase orders

to Flat Rock Homes, Inc for blanket for \$20,000.00

PASSS blanket for \$10,000.00

ESSA blanket for \$5,000.00

Kinship blanket for \$2100.00

Foster care blanket for \$10,000.00

Purchase orders for Public Assistance

Facilities blanket \$10,000.00

Other blanket-\$10,000.00

Travel Blanket -\$300.00

**WIA .....**Purchase orders for Adult blanket \$10,000.00

Apollo Career Center blanket -\$3,000.00.

**Public Assistance.....** Travel request for Brenda Schimmoeller, Tami Yount, & Christine Alvarez to attend the ODJFS Directors Conference from 5-18-5-19-17 with expenses for lodging, meals, registration and parking totaling \$1430.00.

**EMA .....**Purchase order for US Safety Gear for Tyvek disposable coveralls for \$900.00.

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

Mr. Lammers seconded the motion

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

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

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

Rob Fawcett, CORSA rep with UIS Investments met with Commissioners Schroeder, Love and Lammers at 8:35 a.m. to discuss the insurance renewal and the insurance needs of the County regarding leases equipment. Rob provided the memorandum of coverage to the Commissioners. Rob brought up the use of a drone by the Sheriff's office, if a drone is being used for County purposes it needs to be covered by insurance. Any use of a drone must be covered, even if it is leased by the County. A lease agreement should be in place for any use of a drone. Proper licensure is also needed to operate a drone, it is registered and training is needed to operate a drone. A jail audit is a requirement for this year's CORSA Loss Control assessment and Rob is going to make sure Brian gets everything in order to comply with that requirement also. Other CORSA coverage issues were discussed. Rob will also address the additional equipment added to a Sheriff's car that was purchased personally. Rob asked about addressing the procedural liability issues with the Sheriff and Chief Deputy, the Commissioners said yes he should talk to him about what and the way things should be done. The Commissioners would also like to be part of the meeting. Vince asked about the Sheriff's office doing private work, being hired by individuals or schools. Rob said they are an officer of the law 24 hrs and they will always be covered as long as they are wearing a uniform, if they are doing things personally not in the line of work then they could be violating the coverage. There is a "duty to act" rule that the officers must follow. Vince asked about coverage of the Fair, it is done through the Furtherance of Justice. If an officer is on duty then he is covered. If a deputy is doing security at a ballgame that is there duty, not going out to a road call during the game. Rob explained the coverage is very broad in interpretation, it may defend the County, but not the individual. The Commissioners would like to make sure things are getting started on the right foot with the new management of the Sheriff's Office. Rob explained that there are Moonlighting policies and procedures. It needed to be documented and verified that these items are being discussed and explained when they should. Rob suggested bringing Ken Hilty from CORSA in for the meeting also. Rob will set up the meeting and let everyone know.

Karen Lammers and Tony Schroeder from Board of Elections met with Commissioners Schroeder, Love and Lammers at regarding the budget. Tony brought some information and expectations for the Board of Elections and their budget. Tony explained that charge backs are not included in the budget. Advertising, absentee ballots, overtime are eligible costs to be charged back to political subdivisions. Schools, townships, and villages would be getting the charge backs. The chargebacks are not reflected back into the budget. In presidential years the chargebacks are less. These funds are going back into the County General fund, not being kept separate. The County funds any expenses that are needed out of the general fund. The hiring process for replacing a part-time person was explained and the funding that will be needed. A presidential year has very different figures. The new hire will not be at the same rate as the retired person. There will be higher rates needed due to the training needed. Tony said the new hire training costs will be higher than the cost of maintaining an employee. The position will be getting at least 20 hours initially for training but it may not maintain those hours. A retiree may be a good fit for the position. 2018 primary will be competitive and more hours will be needed. State items can also be charged back, but not federal items. Karen listed the itemized expenses that are allowed to be charged back and the portions that are allowed. Tony made mention of the service agreement for the equipment which is coming out of a locked in rate and it is figured that the rate will increase. The rental expenses for polling places was also discussed

that may increase as well. The polling places have been moved to avoid having to pay rent, but the polling places must also follow ADA compliance for access. There are a few townships that do not use their township house. Glandorf precinct may have to be split due to the rate of growth there. Blanchard Township is also cramped in their space. Vince asked about a resident offering space for a polling place. Tony said “that is out of the box thinking”. The figures from past elections will be used as a model. Putnam has been lucky this year by not having a primary. There were no issues within Putnam County this year to require a primary. Leipsic and Columbus Grove have a charter that sets if an issue is partisan or non-partisan. Tony has observed that this County runs elections very smoothly, there is plenty of help to set things up and get things in order. Tony thanked the Commissioners for the additional purchase of poll-books to provide ease in voting. There are no spare poll pads at this time if a poll pad would go down. The flow at polling positions was discussed and the provisional voting was also discussed. The provisional checking process was discussed were a voter has moved and changed precincts. Vince asked how the illegal immigrants can get away with voting in California. Tony explained that California’s requirements are very lax and Driver’s licenses are issued to non-residents.

The bid opening for CDBG FY16 Belmore Resurfacing project was held at 10:00 a.m. with Commissioners Schroeder, Love and Lammers. Greg Bockrath, Bockrath & Associates the engineer for the project opened the bids. Estimate \$57,000.

Bids received were as follows:

<u>Contractor</u>	<u>Bid bond</u>	<u>Bid Amount</u>
Ward Construction	bond included	\$39,669.00 base bid
Helms & Sons	bond included	\$46,936.94 base bid

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

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Vince asked Greg some questions about the water line installation at the Fairgrounds. Greg was told Matt Wiechart and Nathan Meyers wanted to do the tap-ins themselves. There was not enough funds to cover at that time. The tap-ins were not done and Matt no longer works for the Village. Hohenbrink has billed for the tap ins.

The minutes were read and approved at 11:20 p.m.

Steve Coburn-Griffis, Putnam County Sentinel stopped in to talk to Commissioners Schroeder, Love and Lammers at 11:30 a.m. about the Sheriff employees that are on paid administrative leave. Asking if it was a wise use of taxpayer dollars. Two of the people resigned in 2014 and were re-hired in 2016 by Sheriff Meyer and one is a recent issue. Mike said is it not wise to pay someone for not doing their job. Mr. Lammers suggested to the Sheriff to use this as an opportunity to “clean house”. Mr. Love stated that administrative leave is for due process. Each party needs a chance to tell their side of the story. There is a process for everything involving government. Steve asked if Brian had any say in the hiring decision in 2016 and asked if the decisions are worth the money that has been spent on the people involved and with training for new positions. Mr. Love explained that the Commissioners have no say so in the decisions

made with in the Sheriff's office. Each elected official is in charge of their own office. The Coroner is the only ranking official that has the authority to arrest or remove the Sheriff from office according to law. Mr. Schroeder brought up a probationary period for new employees. Mr. Lammers said the Commissioners are in a support role to assist the Sheriff as best as they can. They are concerned about the safety and well-being of the children and grandchildren of the County.

Commissioners Schroeder, Love and Lammers attended the National Day of Prayer service at 12:00 p.m. held in the Assembly Room due to the rainy weather.

Commissioner Lammers moved to adjourn for lunch at 1:00 p.m.

Commissioner Love seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Commissioners Love and Schroeder resumed session at 1:30 p.m.

Steve Ford met with Commissioners Schroeder and Love at 1:30 p.m. to request an executive session to discuss personnel and

Mr. Love moved to go into executive session with Stave Ford to discuss compensation of JFS employees.

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers absent Love yes

Mr. Lammers joined the meeting at 1:50 p.m. when he returned from lunch.

Commissioners went back on record at 2:00 p.m. No decisions were made.

Commissioners Schroeder, Love and Lammers attended the Ditch hearing for the Meyer, Fenstermaker Dt. #983 in the Assembly Room at 2:00 p.m.

Tim Schnipke stopped in to give the Commissioners Schroeder, Lammers and Love an update on the new skid loader training that was held this morning and to talk about the approved work to be done at the Fairgrounds.

Commissioners Schroeder, Lammers and Love called Matt Miller, Mayor of Continental at 3:25 p.m. regarding a bill from Poggemeyer Design Group regarding a bill the Commissioners received for engineering on the Neighborhood Revitalization Grant that is being applied for, for Continental, in June. Matt was not aware of the bill and will contact Poggemeyer regarding the bill.

Pat Hire with Clemans-Nelson called Commissioners Schroeder, Lammers and Love via conference call to answer some questions regarding the personnel on paid administrative leave at the Sheriff's office. Mr. Love asked for a timeline of how long these people will be on leave. Pat explained that the investigation will take time to complete and then review the information received from the investigation. Mr. Lammers asked what the limits of paying administrative leave are, Pat explained the limits for administrative leave. If the probationary period were in play these people would have been gone already. Mr. Love wanted to make sure we did not miss the timeline needed to be followed for this procedure. Pat has been in contact with the

Prosecutors office and keeping the case moving. Administrative leave is not a punishment or part of discipline. The Commissioners wanted to make sure the policy is being followed properly.

Commissioners Schroeder, Love and Lammers made a follow up call to Wm Nichols at 3:50 p.m. regarding the dog bite incident involving Nichols' granddaughter. The Commissioners wanted to report that the Dog Warden has made a recommendation to the owner to have the dog put down. The incident was investigated by Ottawa PD and the County Dog Warden. The girl's arm was broken when the dog bit her and she has a cast on her arm from the wrist to the shoulder.

Mr. Lammers asked if there was any progress or news regarding Andrew Carey's issue with ODNR. No one has heard any updates. It was thought that Mr. Carey would have to pay the \$500.00.

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 Thursday, May 4, 2017.

Mr. Schroeder seconded the motion.

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