

## Minutes for Thursday, October 9, 2014

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, The Board of County Commissioners deems it necessary to advertise for sealed bids for building alterations at the OG Road Complex, 575 Ottawa-Glandorf Road, Ottawa, Ohio.

now therefore, be it

**RESOLVED**, Sealed bids for building alterations at the OG Road Complex, Ottawa will be received in duplicate at the office of the Board of County Commissioners until 1:00 p.m. on the 6th day of November, 2014, at which time they will be publicly opened and read aloud.

and be it further

**RESOLVED**, Bidders may submit requests for consideration of a proposed substitution for a specified product, equipment or service to the architect/engineer ("A/E") no later than 10 days prior to the bid opening. Additional products, equipment and services may be accepted as approved substitutions only by written addendum.

and be it further

**RESOLVED**, Prevailing wage rates and equal employment opportunity requirements are applicable to this project.

and be it further

**RESOLVED**, Contract documents in electronic format containing the project manual and drawings may be purchased for \$25.00 per CD from the office of the architect Technicon Design Group, Inc., 1800 North Perry Street, Suite 102, Ottawa, Ohio after 2:00 p.m. Wednesday, October 15, 2014. Each CD copy requested to be shipped shall be subject to an \$8.00 shipping and handling fee.

and be it further

**RESOLVED**, Separate bids for general, plumbing, electrical, mechanical and fire suppression work will be received in duplicate for the project until the time of bid opening.

and be it further

**RESOLVED**, All bidders are strongly encouraged to attend the pre-bid meeting on Tuesday, October 28, 2014, at 1:00 p.m. at the following location: OG Road Complex, 575 Ottawa-Glandorf Road, Ottawa, Ohio.

and be it further

**RESOLVED**, The general contractor is the lead contractor for the project and is the contractor responsible for scheduling the project, coordinating the contractors, and providing other services identified in the contract documents.

and be it further

**RESOLVED**, Contract documents are available for download at no charge through the following link. Contractor shall receive an email notification of any addendums issued and are responsible for checking this site for the addendums prior to bid opening,

<https://technicon.sharefile.com/i/ie280a1aca24454ba>

and be it further

**RESOLVED**, The contract documents may be reviewed for bidding purposes without charge during business hours at the following locations: Putnam County

Commissioners, 245 E. Main St., Suite 101, Ottawa, Ohio 45875 and Technicon Design Group, Inc., 1800 N. Perry Street, Suite 102, Ottawa, Ohio 45875; and be it further

**RESOLVED**, All bidders are required to file with his bid, either a bond for the full amount of the bid or a certified check, cashier’s check, or a letter of credit as per chapter 1305 of the Ohio Revised Code equal to ten percent (10%) of the bid as a guaranty that said bidder will sign the contracts for the performance of the work and the furnishing of the materials bid upon, and will furnish such bonds to the county for the performance of the contracts signed as required by law; said bonds must be drawn on a reliable company. Bonds shall be signed by an agent from a firm licensed to do business in the state of Ohio. Said firm name shall also be shown. An incomplete bond shall cause bid forfeiture. and be it further

**RESOLVED**, The successful bidder will be required to submit a “certificate of liability insurance” with liability and property damage limits of \$5,000,000.00 or greater and a “Workers Compensation Insurance Certificate” before the contract will be awarded. and be it further

**RESOLVED**, The Board of County Commissioners reserves the right to reject any or all bids.

Mr. Love seconded the motion.

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

Comm. Jrl. 106, Page 134-135

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2014, 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 103, Community Corrections

103 AO, Advance Out.....\$ 7,000.00

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

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
103 AO, Advance Out	A 25A, Advance In	\$7,000.00
(Repay Co. General for Advance to Fund 103, Community Corrections)		

Mr. Love seconded the motion.

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

Comm. Jrl. 106, Page 136

Mr. Jerwers moved the adoption of the following Resolution:

**WHEREAS**, The Putnam County Sheriff was recently awarded the “Impaired Driving Enforcement Overtime Grant” of \$18,353.07 for the 2014-2015 year. The sheriff states the grant is a reimbursement grant after hours are worked, along with the fringes. He also noted that reimbursement will be submitted on a monthly basis. and

**WHEREAS**, The sheriff has stated the high visibility grant from last year has been split into two separate grants, the IDEP and the STEP grant.

and

**WHEREAS**, The sheriff has requested that revenue and appropriation lines be set-up for the IDEP grant.

now therefore, be it

**RESOLVED**, The Board of County Commissioners does hereby request the Putnam County Auditor to create the following revenue lines in Fund 119, GHS DVI Task Force:

- 119 GR2 – IDEP Impaired Driving Enforcement Program
- 119 IN2 – Advance In

and be it further

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

- 119 SA2 - Salaries
- 119 GA2 – Gasoline
- 119 FR2 – Fringes
- 119 AO2 – Advance Out

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes      Mr. Jerwers yes      Mr. Schroeder yes  
Comm. Jrl. 106, Page 137

Mr. Schroeder moved the adoption of the following Resolution:

BE IT RESOLVED, That per the request of the Sheriff and the Board of County Commissioners for the purpose of the Impaired Driving Enforcement Overtime Grant Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
15 A 15A, Advance Out	119 IN2, Advance In	\$ 7,700.00
(Advance for Impaired Driving Enforcement Overtime Grant)		

Mr. Love seconded the motion.

Vote: Mr. Love yes      Mr. Jerwers yes      Mr. Schroeder yes  
Comm. Jrl. 106, Page 138

Mr. Love moved the adoption of the following Resolution:

BE IT RESOLVED, That per the request of the Sheriff and the Board of County Commissioners for the purpose of the Selective Traffic Enforcement Overtime Grant Fund the following advance of funds is authorized by the Board of County Commissioners:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
15 A 15A, Advance Out	119 AI, Advance In	\$ 7,700.00
(Advance for Selective Traffic Enforcement Overtime Grant-sheriff)		

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes      Mr. Jerwers yes      Mr. Schroeder yes  
Comm. Jrl. 106, Page 139

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2014, 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 119, GHS DVI TASK....STEP  
119 SA, Salaries.....\$6,000.00  
119 FR, Fringes.....\$1,200.00  
119 GA, Fuel.....\$ 500.00

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
Comm. Jrl. 106, Page 140

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2014, 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 119, GHS DVI TASK..IDEP  
119 SA2, Salaries.....\$6,000.00  
119 FR2, Fringes.....\$1,200.00  
119 GA2, Fuel.....\$ 500.00

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
Comm. Jrl. 106, Page 141

Mr. Love moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2014, 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 131, OTTOVILLE SEWER DISTRICT #1

131 OTT, Ottoville Utilities.....\$814.15

(3<sup>rd</sup> qtr)

Mr. Schroeder seconded the motion.

Vote: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes  
Comm. Jrl. 106, Page 142

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

**Engineer.....Purchase order 27098**

**Municipal Court.....Purchase order 26365**

**R.E. A.....Purchase order 27357**

**Solid Waste Dist. Disp. Fees....Purchase order 27015**

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

Mr. Schroeder seconded the motion

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

Exceptions: Mr. Love none Mr. Jerwers none Mr. Schroeder none

Comm. Jrl. 106, Page 143

**Purchase orders and travel requests.....**

**Office of Public Safety....**Physio Control, SP02 cables and sensors \$1,350.00; blanket P.O. for EMT advertisements \$1,150.00;

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

Mr. Love seconded the motion.

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

Exceptions: Mr. Love none Mr. Jerwers none Mr. Schroeder none

### **8:30 a.m.**

Mr. Love moved to begin the morning business session.

Mr. Jerwers seconded the motion.

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

### **8:30 a.m. – 8:55 a.m.**

Mike Lammers health board member, met with commissioners Schroeder, Jerwers and Love and administrator Jack Betscher regarding IT. Concerned because a ton of personal information is stored in this building. Worried about criminal activity. Wondered if we are aware of the dangers out there. He said first thing on agenda today at the Board of Health, spending \$3,500 a month on IT. Talked about using Joe, just a suggestion. One time Home Health, and Hospice and Health Dept. were under our jurisdiction. Mr. Love said tell people that before buy IT items go thru Joe first. Joe said if had another person could hand them. Mike said they would pay \$2,500 a month. Joe said that would be \$2,500 a month toward another person. Jack mentioned about going thru cost allocation then would not have to have a contract. Mike will talk with the rest of the Health Board members tonight.

### **9:00 a.m. – 9:45 a.m.**

Jason Hedrick, 4-H agent, met with commissioners Schroeder, Jerwers and Love and administrator Jack Betscher regarding the budget for next year. He said Lisa's position will be moving into full time position, 34 hours here in Putnam and will do 6 hours in Allen County. No longer be able to do lunch-n-learns next year, Mr. Betscher said he knew that. John asked how Putnam County reimbursed from Allen, Jason said a tiny portion of his time is available. The SNAP ED federal grant is paying her, and no SNAP ED in Allen County Jason said. She gets paid thru SNAP ED funds. Also have Tech Wizards grant Mary Lynn Warnecke works 15 hours a week works with kids at Ottawa Elementary to work on GPS, 3-D printers, thru STEM grant- this helps with cost share too.

2:30 – 4:30...all thru school year. This started in February, applied for a grant for next year so hopefully will do it again. John asked if pesticide classes are chargeable and Jason said yes but goes to Columbus. Jason said lots of people in Putnam County with a pesticide license.

Regarding the budget in 2014 it was \$159,000 and next year budget request is for \$162,180.00, a 2% increase.

Jason said 4.5% gets taken out, with 2.5% to extension and 2.5% to junior fair

Jason talked about getting two new digital scales for measuring animals.

### **10:00 a.m.**

Commissioner Love attended the E-911 Board meeting held at the sheriff's department.

**10:25 a.m.**

Mr. Jerwers left to go to the airport.

**10:30 a.m.**

Mr. Schroeder and Mr. Betscher journeyed to the fairgrounds to look at the newly painted seats on the grandstand.

**11:45 a.m.**

Mr. Schroeder moved to adjourn for lunch

Mr. Love seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes

**11:50 a.m.**

Mr. Jerwers returned.

**12:45 p.m.**

Mr. Schroeder moved to resume the business session

Mr. Love seconded the motion

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

**1:00 p.m.**

Agenda was held. Present were commissioners Schroeder, Jerwers and Love; Jack Betscher, administrator and Betty Schroeder, clerk.

**1:30 p.m.**

Catherine Born of CLemans-Nelson Assoc., stopped in to say hi to the commissioners and the administrator.

**2:00 p.m.**

Mr. Schroeder left.

**2:45 p.m.**

Mr. Jerwers left

**3:30 p.m.**

Commissioner Love attended the 6119 meeting in the Assembly Room

**6:30 p.m.**

Mr. Love attended the Health Board meeting

Mr. Jerwers moved that the minutes/discussion notes be approved as read.

Mr. Schroeder seconded the motion and the roll being called upon its adoption, the vote resulted as follows: Mr. Love yes Mr. Jerwers yes Mr. Schroeder yes