

Minutes for Tuesday, December 29, 2015

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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 016, Ditch Maintenance

R 6, Advance Out.....\$10,885.41

Fund 13, PU Deregulation

13 EXP, PU Dereg expenditures....\$123.11

Fund 085, CDBG

T 7B, CDBG CHIP Admin.....\$ 95.00

T 7C, CDBG CHIP Implementation,,,,,,,,,,,,,\$ 6,837.00

Fund 131, Ottoville Sewer

131 OTT,Ottoville Utilities.....\$ 231.39

Fund 103, Community Corrections

103 TRN16, Transp. & Training.....\$302.65

Fund 002, A L & Gas

K 24, Other Expenses.....\$133,100.00

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 427

Mr. Jerwers moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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 119, Step Grant

119, SA, Salaries.....\$3,112.52

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 428

Mr. Jerwers moved that the following appropriation modification be made for the year ending December 31, 2015.

For Ditch Maintenance

From.....R 6, Advance Out.....to.....R 5, Ditch Maintenance Projects.....\$ 3,906.00

For Probate Supervision

From...117 EQ, Equipment.....to....117 MIS, Miscellaneous.....\$ 5.00
From...117 EQ, Equipment.....to....117 MIS, Miscellaneous.....\$78.00

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 429

Mr. Love moved that the following appropriation modification be made for the year ending December 31, 2015.

For Jail/Sheriff

From.....6 A 2E, Court House security...to..6 A 17, Legal.....\$ 633.33

From.....4 B 11FLW, Utilities.....to..6 A 17, Legal.....\$2,399.77

From.....6 A 2P, Employer Share PERS..to..6 A 17, Legal.....\$7,700.00

Mr. Jerwers seconded the motion

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

Comm. Jrl. 108, Page 430

Mr. Jerwers moved that the following appropriation modification be made for the year ending December 31, 2015.

For Jail/Sheriff

From..6 A 14D2, Gasoline.....to....4 B 11SU, Prisoner supplies..\$ 500.00

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 431

Mr. Jerwers moved that the following appropriation modification be made for the year ending December 31, 2015.

Engineer...

From.....12 A 9A, Tax Map, PERS.....to....12 A 9C, Tax Map Supplies.....\$186.80

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 432

Now and Then Purchase Orders.....

Data Processing.....Purchase order 30753

Dog & Kennel.....Purchase order 30633

Jail.....Purchase order 30382, 30384,30385,
30392,30393

Juvenile.....Purchase order 29771, 29772, 29773

Office of Public Safety.....Purchase order 2584, 2585,2586

Probate Supervision.....Purchase order 30736

Sheriff.....Purchase order 30381, 30383, 30371

Soil & Water Conservation Dist.....Purchase order 29810, 29811,29812

Veterans Service Commission.....Purchase order 30095

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

Mr. Love seconded the motion

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

Exceptions: Mr. Jerwers none Mr. Schroeder n/a Mr. Love none

Comm. Jrl. 108, Page 433

Purchase orders and Travel Requests.....

Jail.....S & P Alliance, dishwasher water heater \$3,900.00;

Sheriff.....L3 Mobile-Vision, Inc., Flashback 3 Syst. 8GBSD 02 camera \$4,675.00;

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

Mr. Jerwers seconded the motion

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

Exceptions: Mr. Jerwers none Mr. Schroeder n/a Mr. Love none

Added 9:25 a.m. 12/28/15

Mr. Love moved that to provide for the unanticipated revenues for the fiscal year ending December 31, 2015, 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.....\$ 11.95

Mr. Jerwers seconded the motion

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

Comm. Jrl. 108, Page 434

Mr. Jerwers moved that the following appropriation modification be made for the year ending December 31, 2015.

For Jail/Sheriff

From...4 B 11, Jail PERS.....to...4 B 11MTR, Jail Maintenance.....\$ 4,500.00

From...4 B 11, Jail PERS.....to... 4 B 11GR, Groceries.....\$ 2,000.00

Mr. Love seconded the motion

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

Comm. Jrl. 108, Page 435

8:30 a.m.

Commissioner Love arrived.

8:55 a.m. – 9:30 a.m.

Kim Rieman and Ruth Gerding of the Health Department met with commissioner Love regarding an alternate disaster site and ebola grant housing. Mr. Love said I read the agreement, where do you want to go? Mrs. Gerding said we wouldn't need a lot of space, as the environmental people would probably work from home. Clinical operations would need the biggest space. She said if it was 3-4 weeks would need to relocate, 3-4 days no. Mrs. Gerding asked any place? Mr. Love said the Ag Complex is not always full, and even the fairgrounds – in the office there. Mr. Love said it's a timing thing. Mr. Love said perhaps the nursing home, we are leasing it out, but perhaps it is not full, could work something out with them. Mr. Betscher mentioned Job & Family Services.

9:05 a.m. Mr. Jerwers arrived.

Mrs. Gerding asked about security, and Mr. Love said the Ag Complex and the fairgrounds can be locked. Mrs. Gerding said would be very rare but we are mandated to have a location. Mrs. Gerding also mentioned could possibly even rent the one wing (specialty clinic) at St. Rita's Ambulatory Care.HomeHealth and Hospice.. Cancer Assistance may need office space and Mr. Love said we do have an office at the annex. Mrs. Gerding said the fairgrounds office building sounds really nice and want to look at it.

9:20 a.m. Mr. Jerwers joined in the conversation

Ebola grant ...have a place to relocate individual(s) if isolate ebola person. Mrs. Gerding talked about the basement of the old nursing home, 21 days at the longest. She said we need to talk about it. This also would be a very isolated situation. Mr. Love said you would need to talk to the Webbs who are leasing the nursing home.

Mrs. Gerding said Paulding County may use their old jail as their disaster site.

9:30 a.m.

Mr. Love moved to open the business session.

Commissioner Jerwers seconded the motion.

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

10:00 a.m.

Agenda. Present were commissioners Love, and Jerwers; administrator Jack Betscher; clerk Betty Schroeder and Nancy Kline of the Putnam County Sentinel.

10:30 a.m.

John Brownlee met with commissioners Love and Jerwers; Jack Betscher, administrator; Tim Schnipke, head of maintenance and Rob Fawcett CORSA agent regarding the CORSA incentive and building inspections. Mr. Love reviewed the loss history report for the year and the money spent on liability claims. Putnam County has had extremely good loss ratios with exceptions of the flooding and (duracho) wind storm. The wind damage that occurred in Defiance County last night was discussed. The numbers should stay the same. CORSA University is changing in 2016 offering more classes online that are free of charge. Jack said Tammy Hannan has been very helpful in the instances she has been involved in. Mr. Brownlee said the claims costs have decreased. He said we can call her as often as needed, he will notify us when we are overusing. An increase in the incentive program is coming. Partnering with Attorney General to promote continuing education for law enforcement personnel changing from 2 to 11 hours needed. Mr. Love asked about in-house training, Mr. Brownlee said online options would be available for 8 hours for road patrol through CORSA University also, and added said there will be a road series and a correction series that will travel. Use of force and hiring practices will be new options for training policies. Mr. Brownlee explained other new policies/options that are going to be available in the 2016. There are going to be plenty of opportunities for training both online and in person. All of the national occurrences have not been in a sheriff's office. Putnam County Sheriff's office have had good attendance records at the available trainings. The use of body cameras is good as long as there is training that goes with it. The retention policy for the camera

footage must be set. The camera can only hold so much footage until it is rewrote. The footage may need to be kept for public record. Mr. Brownlee said the body camera would be the same as dash cameras. The dash cameras are kept for 21 days. The flash drives need to be brought into office to download, now as the car pulls into the lot the antenna can read the footage and download. The jails are problems but cameras should still be installed. There is now a training available for dispatch on CORSA University. Drones are becoming popular, it is predicted that soil & water will be the first to ask. There is a camera policy online for review. The agency should have a policy in place for any recording equipment recorders or cameras.

Incentive audit \$7,379.00 eligible for Putnam County will be seen as credit on May 2016 renewal invoice. Annual building inspections will be due Feb 12, most of these are completed. Facility Dude has a template for building inspections available also. Mr. Fawcett will inform CORSA when all inspections are completed. Mr. Love reviewed the items that were required for credit to comply with all incentives. John Brownlee said Putnam County is in compliance. Mr. Love will send the final reports. The next stop is Job & Family services. Mr. Fawcett will have new appraisals done on the Glandorf Road building and Ag Complex to assess the progress on the rehabilitation. The blast box at the sheriff's office was discussed. Mr. Fawcett said he was informed that is it emptied every 24 hours. Most of what is deposited in it is drugs not meth lab equipment. Mr. Schnipke asked about face-to-face training for Facility Dude. Mr. Brownlee said there was phone training available. Mr. Brownlee gave Mr. Schnipke a name of another maintenance guy that uses it and can help him also. Use of Facility Dude is a goal of the maintenance department for 2016.

11:50 a.m. – 1:00 p.m.

Mr. Jerwers left for lunch

12:30 a.m. -1:15 p.m.

Mr. Love left for lunch

12:40 p.m.

Mr. Schroeder arrived

1:15 p.m.

Mr. Schroeder moved to resume the business meeting

Mr. Jerwers seconded the motion

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

2:00 p.m. – 2:40 p.m.

Mr. Schroeder moved to go into executive session concerning property purchase and personnel wages with Mike Klear of the Office of Public Safety and Jack Betscher administrator.

Mr. Love seconded the motion.

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

At 2:40 p.m.

Mr. Jerwers moved to close the executive session

Mr. Love seconded the motion

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

The commissioners directed Mike Klear to continue negotiations

2:45 p.m. – 3:30 p.m.

Mike Lenhart, engineer, came in to show commissioners Love, Schroeder and Jerwers regarding the tax map budget (conveyance fee). The conveyance fee was established in 2000. He said fairly even last 15 years. Tax mapping department is suppose to be funded by the general fund. He said always two people in the engineer's department were sole tax map people, now Nolan Croy is doing it all. He said the tax map department was under funded in the past. In state's eyes, the engineer's department is the tax map department. Nolan's salary, fringes, \$64,000.00 and now only \$52,900.00 is budgeted in county general for tax map person. He said in past paid engineer's dues, travel and tax map supplies...almost \$71,000.00. Mr. Lenhart said just the \$1.00 has brought in almost \$74,000.00 a year. He said in Defiance County the tax map salary was approved by the commissioners and he said it should be that way in Putnam County also.

Hannah Report cost \$130.00 a year...comes through e-mail...very good report he said shows recent state legislature. **Commissioners (clerk) check with auditor to see if we can put the conveyance money in a separate fund.** Mr. Lenhart did not sign the budget as he needs more money for tax map.

In another matter, ditch along 65, Craig Fenstermaker, Mr. Lenhart said Craig came up and looked at petition. Mr. Lenhart said wait to see what can be done. He feels need to talk with ODOT and the village first. Mr. Fenstermaker paying \$130.00 a month for sewer. Mr. Lenhart talked to Jack Williams, possibly lots of misunderstandings. Get annexed in, and Five out of six want to be annexed. The engineer said they annexed Jerry Rosengarten without drainage. The annexation agreement said it was going to be on the list and that has been quite some time and still no drainage improvements made. Mr. Lenhart said the State will put in 8" tile and village said has to be 18". Mr. Lenhart said does not need 18" for 6 households. State said an 8" will handle their roadway. Amounts to \$5,000.00 a parcel to put drainage in. Mr. Love will put together a meeting.

3:50 p.m. – 4:00 p.m.

Kim VonLehmen met with commissioners Love, Schroeder and Jerwers and introduced himself and would like to do mowing and mulching (no weed control). He asked about airport grounds, and commissioners said operator does the mowing. Mr. Schroeder said perhaps the landfill property.

4:10 p.m.

Mr. Jerwers left

4:30 p.m.

Mr. Love moved to adjourn

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Love yes

Mr. Love moved to approve the minutes from Tuesday, December 29, 2015.

Mr. Jerwers seconded the motion.

Vote: Mr. Jerwers yes Mr. Schroeder n/a Mr. Love yes