

Minutes for Thursday, April 28, 2016

Mr. Jerwers moved the adoption of the following Resolution:

BE IT RESOLVED, That per the request of The Putnam County Auditor for the purpose of the Workers Compensation Group 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	46 AI, Advance In	\$ 189,052.53
(Advance for Workers Compensation)		

Mr. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes
Comm. Jrl. 109, Page 174

Mr. Jerwers 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, 2016, 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 039, Workforce Investment Act

39 AD, Adult.....\$50,000.00

Mr. Love seconded the motion

Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes
Comm. Jrl. 109, Page 175

Purchase orders and Travel Requests.....

Commissioners....travel request for Jack Betscher to attend Ohio EPA for SWMD meeting in Columbus May 5, 2016 no expenses listed.

EMS.....Blanket purchase order for telephone for \$500.00.

Common Pleas.....Travel Request for Judge Basinger to attend the OCRTA 2016 summer conference at Cherry Valley Lodge in Newark June 15- 17, 2016 with purchase order for mileage, lodging, meals and registration for \$803.76.

Job & Family...Travel request for Steve Ford to attend the OJFSDA CCMEP meeting in Columbus on May 6, 2016.

Mr. Love moved to approve the purchase orders and travel requests.
Mr. Schroeder seconded the motion
Vote: Mr. Jerwers yes Mr. Love yes Mr. Schroeder yes

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

8:30 a.m.

Commissioners Love and Schroeder arrived at the office.

Melinda Kesler called in about the officers going to training and the paying for their lunches when at the training. She will review the union policy.

Tim Schnipke stopped in to give a maintenance update. Tim has quotes for work at the fairgrounds. County Electric changing out amp boxes, new lights in horse barn and lights next to veterans memorial. There is a price break available for lights for the horse barn. Tim got prices from All-Phase on square boxes also.

8:45 a.m. Commissioner Jerwers arrived at the office.

The race track lights all need to be replaced poles included. The west track lights work but the others the transformer is shot. The light bulbs for these lights are no longer available.

Tim checked the double doors on the Junior Fair building for Emergency exits.

Jack brought up Lake Erie Electric and their ability to receive tax breaks for work done on government projects.

9:00 a.m.

Joe Moenter and Bob Kroeger from Veteran Services met with Commissioners Schroeder, Love and Jerwers. Joe introduced Bob to the Commissioners as his new office staff. Joe asked about getting a power opener on the door to the Annex building for handicap access. Vince thought that the openers were pretty pricey. Joe offered to pay for the opener out of his budget. John said they will look into it and getting prices. Joe said they are getting pictures for on the doors. The Veteran Service Commission needs to be removed from board in the Courthouse. The signage in front of the Annex has been changed. Bob started on Monday. The office is reaching out to serve more Veterans. Bob was in the Navy he was stationed in Norfolk, VA. Everything else is going well in the office.

9:45 a.m.

Melinda Kelsner stopped in to clarify the meal reimbursement for the Union employees. She did a purchase order for meals, she will have to do an additional travel request to include the meal reimbursement. And the ones that have gone already will be included.

10:00 a.m.

Business agenda was held with Commissioners Schroeder, Love and Jerwers; Jack Betscher, Administrator; Cindy Landwehr, Clerk; and Nancy Kline, Putnam County Sentinel.

10:30 a.m.

Commissioner Love left with Cathy Recker to view the records left at Putnam Acres.

11:00 a.m.

Commissioner Jerwers left for the day

12:00 p.m.

Commissioner Love left for lunch.

12:15 p.m.

Commissioner Schroeder left for lunch.

1:00 p.m.

Commissioner Love returned from lunch.

1:20 p.m.

Commissioner Schroeder returned from lunch.

2:00 p.m.

Tim Meyer, Melinda Kelsner and Laura Huff met with Commissioners Schroeder and Love to discuss budgetary issues. Melinda gave the Commissioners a calculation sheet showing the wages of the Sheriff employees dividing them between Union, Non-union employees, Courthouse security and Jail employees. Melinda also showed the account balances for each account paying employees, she will have deficit balances in those accounts. The final contracts have not been signed yet so no copies are available. Laura explained the increases that are coming from the contract negotiations. The goal of the contract negotiations were to get the employees back into the steps. The next negotiation will bring even more people back into the steps. The account deficits are coming from the wage increases from the contract negotiations and the appropriation deficits. Jack went from the figures of 2015 and approximated, he did not use actual figures. Vince asked how Jack determined Courthouse security wages, Jack said the Commissioners would be responsible for one person and Jack used an average wage and included an employee spouse insurance rate. Harry wages were already in the budget, and the new person was not named at that time. The increases will need to be included for the next year also. The Union contract allows the employees to cash in comp time, 90 hours is budgeted for the cash in. The maximum is 360 hrs. for the year with 90 hrs. a quarter. 12 hours of overtime are budgeted a month for each individual. None of the wages presented included grant funding. It is not uncommon for an individual to have 144 over time hours. Grant funds cannot be used to back fill shift hours. When doing appropriations the 1 ½% needs to be doubled for holiday pay and overtime. When using an average for expenses and appropriations instead of actuals, the accounts will come up short. Melinda had to do transfers at the end of year last year to have enough funds. Vince figured that the expenses were up 3% more. The sergeant's increases were more. This year's increase was figured to be 7%. The base pay listed is the only guaranteed figure. Vince asked Jack how he figured overtime, Jack said he went by past years pay out. The newer employees that do not have the vacation would take their comp time. There was one of the road patrol employees that was not paid out of county funds last year he was

paid from grant funds. So that would have to be taken into consideration for the next year. The comp time has a maximum and when the maximum is past they must take it in money. Vince asked about commissioned correction officers, if there were more than last year. The end of year expenditure figures were reviewed. Melinda said last year a lot of part time people were used at the jail due to losing people. Tim said they are running short on bodies there is an open position for road patrol and for correction officer. The figures being reviewed do not include any part time pay. Vince asked Jack to explain why there is a 20% increase in funding. Jack said it depends on the people working and what happens throughout the year. He said it is a long process with consulting with the Auditor and the Commissioners. John asked how soon the contracts would be ready. One is being signed, three are still waiting. All wages will be retro to beginning of year. Laura figures \$600-700 per person will be needed. Laura explained the insurance and fringes that are figured and paid.

Tim brought in numbers for administrative staff, regarding raises. This would include Brian, Bubba, Dave, Marv and Roy. These would not be retro. Tim wants to give a 3% raise just like the union employees. Last year these employees got 1 ½%. The office staff got raises last year but not this year.

The employee whose wages came from grant funds the past two years will now come from county funds. So more employees getting paid by county Funds and increase in wages will represent the increases needed for the Sheriff's budget.

3:40 p.m. Laura left the meeting.

Tim also brought up the hiring of a twelfth man for the road. And if he can have \$35,000 back in his line to cover. Pingle has been covering in other counties so the MAN unit will be reimbursing Putnam for those hours. This funding can be used to cover.

3:45 p.m. Melinda left the meeting.

The MAN unit deputies are strictly working MAN not doing deputy duties. The city of Defiance was looking at eliminating the city force and turning in it over to the Sheriff's department. Defiance County will elect a new Sheriff. The City of Defiance is the deciding factor. The current MAN director is running for Defiance Sheriff.

4:30 p.m.

Commissioners Love and Schroeder left for the day.

Friday, April 29, 2016

8:30 a.m.

Commissioner Schroeder arrived at the office.

9:00 a.m.

Rob Fawcett and Katie Long met with Commissioner Schroeder to review the CORSA (County Risk Sharing Authority) insurance renewal. Rob reviewed the property coverages. Rob also talked about the insurance coverage for the county, Vince asked if it is adequate. Rob thinks it is for our size county. Rob also talked about the deductible. The loss control program has helped to lower the costs in the past few years.

10:00 a.m.

Commissioner Schroeder left to attend open house at B-K Tool & Design in Kalida.

Mr. Jerwers moved to approve the minutes from Thursday, April 28, 2016.

Mr. Love seconded the motion.

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