

Minutes for Tuesday, February 28, 2017

Mr. Love the adoption of the following Resolution:

WHEREAS, The terms of some members of the Putnam County Planning Commission have expired and the members have agreed to be re-appointed to the positions.

now therefore, be it

RESOLVED, The following, in addition to the three county commissioners, are members of the Putnam County Planning Commission:

Term Expires July 31, 2018

Mr. David Wieging, 465 South Water Street, Ft. Jennings, Ohio 45844

Telephone 286-2774

Term Expires February 25, 2019

Mr. Brad Brubaker, % Sheriff's Office, 1035 Heritage Trail, Ottawa, Ohio 45875

Telephone 659-5919 home; 523-3208 business

Mr. Steve Leopold, 11226 St. Rt. 15, Ottawa, Ohio 45875

Telephone 523-4124

Term Expires March 30, 2019

Mr. Roger Kruse, 10695 St. Rt. 12, Columbus Grove, Ohio 45830

Telephone 419-659-2722

Term Expires May 23, 2019

Mrs. Kim Rieman, % Putnam Co. Health Dept., 256 Williamstown Rd., P.O.

P.O. Box 330, Ottawa, OH 45875 Telephone 523-5608 business

Term Expires July 26, 2017

Mr. Michael L. Lenhart. 104 W. Laura Lane, Ottawa, Ohio 45875

Telephone 523-6931 business

Mr. Jeff Giesige 8703 Road 2, Leipsic, Ohio 45856

Telephone 523-5159 business

Term Expires March 17, 2018

Mr. Steven Odenweller, 210 Chestnut Street, Ottawa, Ohio

Telephone 523-4097-home

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 110, Page 311

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 120, Emergency Medical Services
120 RM1, Radio Maintenance.....\$3,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 110, Page 312

Now and Then Purchase Orders.....
E-911.....purchase order 33466, 33467
Sheriff.....purchase order 33876
Jail.....purchase order 33875, 33877, 33878
Solid Waste Dist Disp Fees....purchase order 33804
County Airport....purchase order 33803, 33805
Gen Ditch.....purchase order 33807
Dog & Kennel.....purchase order 33808
EMA.....purchase order 2889
Board of D/D.....purchase orders 33774, 33775
CDBG.....purchase order 32833
ADAMHS Bd.....purchase order 30913
County.....purchase order 33810

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 313

Purchase orders and Travel Requests.....

E-911.....Travel request for Laura Schwarzman to attend Tactical Dispatch Training in Medina on March 27-30, 2017 with purchase order for lodging, meals, and registration for \$807.00.

County.....Purchase order to Putnam Co Historical Society additional county share \$1075.00. Travel request for Vincent Schroeder to attend the Northwest Ohio Commissioners & Engineers Assoc. on March 29, 2017 in Celina with purchase order for \$20.00 for registration. Travel request for Cindy Landwehr to attend West Central Ohio Safety Council meeting in Lima on Mar 14, 2017 with \$15.00 for registration. Purchase order for County General/IT to Know Be 4 -training for security \$2278.13.

Community Corrections.....Travel request for Ryan Verhoff to attend Third Annual Symposium Ohio Justice Alliance in Columbus on March 16-17, 2017 with purchase order for mileage, lodging meals & registration for \$394.80.

EMS.....Purchase order to Lima Radio Hospital for auto tuning/program EMS Radios for \$1000.00. Purchase order to O-G EMS for reimbursement of fingertip pulse ox for \$21.95.

Solid Waste Dist Disp Fees.....Purchase order to Ohio Assoc of Litter Prevention & Recycling Professional 2017 annual membership \$75.00.

Auditor..... Travel Request for Jeremy Maag to attend the Northwest Inspector/Auditor meeting in Bowling Green on March 15, 2017 with \$33.00 meal expense.

Treasurer..... Travel request for Tracy Warnecke to attend the Northwest District Treasurer meeting in Bowling Green on March 2, 2017 with purchase order for \$10.00 for meals.

EMA.....Purchase order for Central Ohio Bag & Burlap 4,000 sandbags \$1050.00

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 8:25 a.m. with Commissioners Lammers and Schroeder.

Commissioners Schroeder, Love and Lammers held a discussion regarding the request for the new sewer line. The discussion progressed to the EPA, the closure of the landfill and the creation of the waterline in that area. The THM issues with the water line were explained. And the process of transferring that waterline from County ownership to the Village of Ottawa was inquired on by Mr. Lammers. Mr. Love explained the meeting that was held with the Village, County and EPA, where the EPA recommended fixing the THM problem, or paying the fines. The Village could fix the THM problem so the County transferred the ownership to the Village. The rate schedule for SD #1 was explained as to how the rate were set. The repairs and upgrade done to SD #1 were explained also. The Commissioners do not know for sure how many people are interested from the area for the new sewer line. The consensus of who is a willing participant is needed by the Commissioners, and the Commissioners will have to decide if they will allow the easements for the lines. The Commissioners are not interested in owning another public system. Mr. Lammers talked about the private system that is used at Country Acres, the County does not run it but they do license it. The Commissioners should not be responsible to take care of private property problems.

Andrew Karey came in to meet with Commissioners Schroeder, Love and Lammers at 9:00 a.m. to discuss his easement issue. The discussion with McColley and Hite has not happened yet

due to a schedule change. Mr. Karey received a letter and a contract for the easement. The letter stated that Mr. Karey should have paid this when he purchased his house. Mr. Karey sent in a response but did not hear anything back yet. Vince read the letter Mr. Karey received and stated that it should have been a planning commission issue. Mr. Karey was trying to inform the State (ODNR) that whoever built the house initially should have taken care of this easement, being that it changed ownership three times since it has been built. The neighbors to the south have received their contract also. The neighbors to the north have already paid their easement fee. Mr. Karey wanted to keep the Commissioners caught up on the issue. Mr. Karey will keep the Commissioners informed and the Commissioners will let Mr. Karey know about their conversations with McColley and Hite. Mr. Karey said it is the principle of it now.

Tori Sinclair from CEBCO met with Commissioners Schroeder, Love and Lammers at 9:30 a.m. to discuss the Wellness program and the participation level by the county employees. Tori had handouts to go over for the Annual Review for 2016. Tori explained the information in the slide packet and how Putnam County compares to the other Counties in Ohio that participate in CEBCO. A change in the insurance rates based on participation versus non participation was discussed. The program has been active for two years so there is not sufficient data to see all the benefits of it yet five years' worth of data is needed to get a more accurate outcome. Some of the activity programs will be extended this year. More outreach will be done to employee and spouse to encourage participation. Putnam County is the only County that offers the venal puncture with their health fair. The blood tests may be moved to a required annual physical with the doctor. The incentives do encourage people to participate. There is short term data (quarterly) that shows the benefits of the program. The younger group does not participate as actively as older groups. The analysis of data will be delayed due to a change in vendors by CEBCO. The changes to the premium rates will be discussed at the CEBCO meetings.

The business agenda was held at 10:30 a.m. with Commissioners Schroeder, Love and Lammers; Jack Betscher, Administrator; Cindy Landwehr, Clerk and Nancy Kline, Putnam County Sentinel.

Joe Burkhart stopped in at 11:00 a.m. to discuss the server status of the County with Commissioners Schroeder, Love and Lammers. Joe named the locations of the County's servers. The Sheriff's office has issues with their server room overheating. Joe said he is not in favor of moving the servers but is in favor of disaster recovery. Mr. Love asked about the status of the "guest network" Joe said the remaining equipment will be here this week. CORSA University has a class available for teaching employees about internet usage. Joe said the class is a good start, it is missing some items that he would like to see covered. Mr. Love said internet security issues is costing many counties large amounts of money. He is trying to keep Putnam County out of that category. Mr. Love asked about Carbon Black and Fish Me and if we have had any issues with those types of things. The purchase order for the Know B 4, security training was approved today. All employees will have participate in the training. Once the guest network is in place a change in the policy will be enforced that there will be no personal use of County computers. Mr. Lammers asked about the status of the new server quotes. Joe is working on collecting them and reviewing the options that go with them. The Commissioners know they will have to spend the money but they do not want to do it twice.

Gary Lammers stopped to give the Commissioners an update that Todd Schroeder is leaving as Assistant Prosecutor as of March 16.

The capacity of the servers being looked at was discussed. Security is the main issue. The disaster recovery using a Nimble would be 10 times better than the existing system. Everything would be automatically recovered. The Commissioners agree the Nimble would be a good choice. The Know B 4 can document who watches the video but CORSA University cannot.

The Commissioners adjourned for lunch at 12:15 p.m.

Commissioners returned from lunch at 12:50 p.m.

Commissioners Love, Schroeder and Lammers; Sheriff Siefker; Laura Huff, Verl Warnimont, Kim Nordhaus, Bob Benroth and Jack Betscher participated in a conference call at 1:30 p.m. with Kristen Harvell and Juanita Bravo from Time Clock Plus to discuss a price quote for a scheduling system that would be compatible with the current payroll system. Kristen and Juanita gave an internet presentation of the system showing how it works and the features. \$500 is the initial setup fee which includes configuration and training. Hardware would be actual time clocks, which are not required to run the software. Can we add features at a later date and the charge? Depends on the additional module needed. There is no specific charge to add a module. A list of modules included can be supplied. Who adds new employee info us or Time Clock Plus? The information will import into the system. Any device can be used to log in, and restrictions can be set up. The notices will be sent based on eligibility unless it is sent as a drop request. There are different options for eligibility lists. Will the system figure extra pay such as holidays or comp time cash in? Employee can submit requests or can be physically entered. A municipal module list will be sent out for review. \$500 one time activation fee plus \$270 per month would be the charges for this system. A Kiosk is a onetime purchase of \$2,000. for basic. A biometric, fingertip read unit is \$3,000. There is an annual hardware maintenance fee, \$382.00 per unit. The licensing fee is \$3 per month = \$3,240. per year for 90 employees. Once the information is received the Commissioners will contact Kristen when a decision is made. There is tech support 7am-7pm central time. Can any employee access troubleshooting? Can be based on level. Time Clock has been in business for 29 years. Is there a contract regarding the \$3 fee per employee? Will only change when there is a change in number so employees using system. Estimate for 90 employees \$3240 + \$270 per year. Extras cost will be incurred if go over licensing # of employees or add more hardware. Training billed at \$225 per hour with 20 hours one on one training session. One on one training is not included with the initial set up fee. Is remote implementation included in \$500? Direct training is not included. Can we do remote training, there are webinars available. Tech support is included. If we would send someone there would we get charged? If someone comes here we pay all travel fees. \$3 per employee does it change monthly, it is set for year. They can see how many employees there actually in system. If below set number they can adjust billing. No change if numbers stays at set number. If go over the set number a charge would be assessed for overage. \$1 more per employee for overage. The quote requested is for 80 employees and a standard kiosk. The software updates is about every 7-10 years. Do updates include training, yes. Any customers in NW Ohio, Allen County Board of D/D, Columbiana Co Clerk of Courts. A camera can be added to any clock, added to the basic clock is \$200.00. Laura would like to see more of the system in action view a more in depth demo.

Jack Williams, Jason Phillips, and Doug Schroeder from Village of Ottawa met with Commissioners Schroeder, Love and Lammers and Jack Betscher at 2:45 p.m. to discuss the surface drainage project. Jack Betscher stated there is an issue with the surface drainage in the area of the Old JFS building on Third St. Williams said the village does not have the funds to do

these repairs at this time unless there is grant funds available. The area is not up for new storm sewer for about 10 years. Unless the area petitions for it. The Village will access the landowners for the storm sewer. The Village was offered an interest free loan but the village cannot pay it back. The Village turned down the interest free OPWC loan due to not being able to pay. It is known that the Third St building sits in a low spot. Williams said the project has already been engineered by Bockrath and has been divided into four parts. The line would go down Agner. The map of the project was reviewed. The area is currently drained by gravity. This project would be an accessed cost through the Village. Williams said there could be grant funds applied for this project to aid the LMI to improve the day care. The Village will work with the County but they do not have the funds to do the project at this time. The OPWC score sheet and project application was reviewed. The project did not score as high as some other projects so it was not funded with Issue I grant monies. Vince brought up the RLF money but there is not enough there to fund the project either. There is a flood wall around the building due to the flood issues that the neighbors did not want to help fund the improvements for. The Community Action Commission could be looked at and the LMI area and the benefit to their clients. Williams said the County should apply for the grant money for the improvements. Village improvements would not be as high a priority. Williams talked about the Small Local Government Grants program that the County would be eligible to apply for. The history of the County acquiring the Third St. property was discussed. The grade and drainage of the area was also discussed. The flooding issues and cleaning of the river was discussed. The elevation of Ottawa compared to highest point in County. When the figured are received from Greg Bockrath the Commissioners will review.

Commissioners Schroeder, Love and Lammers left the office at 3:45 p.m. to view SD #1 and a possible drainage issues also in that area.

Commissioners Schroeder and Love returned to the office at 4:10 p.m.

Commissioners Schroeder and Love discussed with Jack Betscher the needs of the Sheriff's office and the upgrading and replacing of equipment needed. They also discussed the progress of pumping leachate at the Landfill and the alternatives.

Commissioner Love moved to adjourn for the day at 5:00 p.m..

Commissioner Schroeder seconded the motion.

Vote: Schroeder yes Lammers absent Love yes

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

Mr. Schroeder seconded the motion.

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