

Minutes for Thursday March 30, 2017

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 052, Clerk of Courts Title Administration

52 OT, Other Expenses.....\$ 13,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 110, Page 357

Now and Then Purchase Orders.....

Ditch Maintenance.....Purchase order 34015

Sewer Dist #1.....Purchase order 34016

County General.....Purchase order 34017, 34014

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

Mr. Lammers 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 358

Purchase orders and Travel Requests.....

County.....Travel request for John Love to attend the Northwest Ohio Safety Council meeting in Lima on April 11, 2017 with \$15.00 for registration.

Solid Waste Dist Disp Fees.....Purchase order to Ottawa Tire & Service for new tires for Peterbuilt for \$500.00. Purchase order to Ryan Miller to repair 2 recycle bins for \$2400.00. Purchase order to Midwest Bale Ties for blue ties for baler for \$2681.20.

Landfill Clos/ Mnt.....Purchase order to Ottawa Tire & Service for new tires for Peterbuilt for \$500.00.

Airport Operations.....Purchase order to Put Co Commissioners for cost allocation for \$3566.00.

EMS.....Purchase order to H & K Chevy, for 2017 Equinox for \$24,200.00.

Title Admin Purchase order to Putnam Co Commissioners for cost allocation for \$13,815.00.

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

Mr. Love 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.

Jerry Neumeier and Tammy from Van Wert Solid Waste Management met with Commissioners Schroeder, Love and Lammers, Alaina Siefker, Recycling Coordinator and Jack Betscher, Administrator at 8:45 a.m. to discuss the recycling program. Jerry came from the Lima district which deals with more counties. Jerry was the warehouse manager. Handouts were shared to show Van Wert's program collection numbers. Van Wert takes care of Ottoville and Fort Jennings recycling collections. 8,300 lbs of materials are collected from those communities pretty consistently. Van Wert is trying to figure out the markets and the patterns just like anyone else. They are reevaluating their accounts and some have not been charged at all. Van Wert will send two trucks to Fort Jennings which is two drivers and being the weekend in overtime. The costs for them to collect in those two villages are:

Fort Jennings \$450 per month Ottoville \$520 per month

Processing fee is \$25 per ton

Van Wert is dealing with Rumpke for the glass. And they have a deal with Haviland Tile to haul the glass down to Dayton and they bring back plastic. Van Wert has gotten new trailers. American Mall, Bath and Cairo are stops where they have picks up monthly. The values are changing on the products the market is moving a little bit. Cardboard is in demand currently. The curbside collections are growing. Jerry said he just purchased larger totes for the businesses to use. Jerry said they are willing to continue to serve the Fort Jennings and Ottoville communities but the costs would increase. The Commissioners will have to review the new agreement. Van Wert has 12 independent haulers collecting recyclables, which means there is trash on the street every day. Most villages here are contracted and only have one vendor. Jerry and Tammy left the meeting. The Commissioners, Alaina and Jack reviewed the agreement that Jerry left with them and discussed some other options. The Commissioners do not want to eliminate the Boy Scouts being able to assist the public. The Commissioners will review with Joe Hohlbein also, since he started the project.

Mr. Lammers moved to go into executive session at 9:25 a.m. to discuss the sale of County property. Jack Betscher will be present also.

Mr. Love seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Commissioners went back to record at 9:45 a.m.

The decision to offer on the 5 acres across from O- G Rd Complex a minimum bid of \$300,000.

And looked at the possibility of selling the Putnam Acres property, and having it surveyed off.

The business agenda was held at 10:00 a.m. with Commissioners Schroeder, Love and Lammers; Jack Betscher, Administrator; Cindy Landwehr, Clerk and Martin Verni, Putnam County Sentinel.

Helen Kuhlman was invited into the office for the presentation of a proclamation for the recognition of her 32 years of service to the EMS from Commissioner Love, Schroeder and Lammers.

Curt Croy, Putnam County CIC Director met with Commissioners Schroeder, Love and Lammers, Ashley Siefker, Grant Coordinator and Jack Betscher, Administrator at 10:30 a.m. to discuss a new Enterprise Zone agreement for Nelson Manufacturing. Curt brought the previous agreement from 2007 for review. Curt reviewed the project for Nelson. \$500 per year will go to the Village of Gllboa. Curt said they have been approved by the FAA for the construction. The project will add employment and retain the values. The amounts will not change if the construction costs change, unless they go over the agreement amount. A CRA is community controlled, the costs is the same whether it is a CRA or Enterprise Zone. Within village limits it is a CRA, outside of village limits is an Enterprise Zone. Curt explained the CRA process and the term limits that are set by each village. Curt said he is working on an RLF project for the future as well. The Blanchard township trustees have already been met with, now he is meeting with the Commissioners, and on April 17 Curt will meet with the Pandora-Gilboa school. Curt does attend school board meetings. Curt read the letter to confirm that the Commissioners did not need to sign off. The resolution has been submitted to the Commissioners for their approval on next Tuesday's agenda. It has been 10 years since any business outside of corporations has expanded with an enterprise zone agreement. The Commissioners said they hope to see Mr. Croy more often. The opposition of teachers to CRA agreements was discussed, and Curt explained that the schools do not necessarily miss out on funds since the real estate is not added to the tax roll until the agreement is ended and the State continues to give funding to the school. Vince and Curt discussed the uses of RLF money grants versus loans. The Commissioners would like to revitalize the RLF. Curt told the Commissioners about a career fair that is being organized with all the schools in the county and JFS on May 11. Businesses are being invited to participate and it is hoped to get all the right people in connection. Some fringe benefits are being offered to entice employees to stay on the job also. Putnam County employment figures are looking better. The temporary services are being shortened with the companies.

Lynn Hartman called in to the Commissioners via conference call regarding a death certificate and the process that no one was at the Health Department who was eligible to issue a certified certificate. A trip was made to the Health Dept and no one was available to complete the paperwork.

The minutes from Tuesday March 30, 2017 were read at 11:30 a.m. and approved.

Commissioner Lammers moved to adjourn for lunch at 12:00 p.m.

Commissioner Love seconded the motion.

Vote: Schroeder yes, Lammers yes Love yes

Commissioner Lammers returned from lunch at 1:15 p.m.

Commissioners Schroeder and Love returned from lunch at 1:30 p.m.

Commissioners Schroeder, Love and Lammers and Jack Betscher Administrator interviewed Suzy Wischmeyer for the position of Job & Family services Director at 1:45 p.m. Suzy started with the Allen County agency in Income Maintenance 25 years ago. Vince asked about Suzy direction for the agency, she wants to keep in seamless. The changes will come from the state level, she thinks everything runs very smoothly now. John asked about staffing, Suzy said they are looking at a social service worker right now. There are a lot of vacant spots on the organizational chart, Suzy explained that they were overstaffed so some positions will not be refilled. The staffing also depends on funding. The combining of County offices has not happened yet, but it is coming. Staffing is good, financially she feels they are good. Leadership of departments is good too. Who will replace her position? Suzy said the funding has decreased for Workforce. Workforce money goes toward training. Suzy is suggesting a lead worker position rather than supervisor. Suzy will still be over Cecil and the drivers, she will continue some of her duties. The transportation money future is unsure also. WIOA and CCMP funds come in under another venue, but it is similar to the dislocated worker program. The different funded programs were discussed. The State does not want anyone on cash assistance. We do have people on food stamps. And those people are working at the recycling center. The position to fill would be in Children's Services. Suzy explained working with other Counties through child support and explained how she became Child Support supervisor. Suzy explained the services they provided. Suzy's background with the fiscal issues, she assisted Kim with the opportunity centers when Philips and Woods went out. She has helped with the assistance centers when the flooding occurred, she worked with the Auditor's office to provide immediate assistance. The NEG grants that the county has run. How will Suzy handle people get their kids taken away, she has had experience with that as well when Kim was out of the office. She is willing to help and has been the go-to person. She always been the one called upon to come to assist. Suzy feels she is well prepared for it. She plans on being there for a few more years, this will be a long term decision. Mr. Lammers asked about a new software system that is coming out. Suzy explained the changes that lead to the changes. The new system will replace the old one. Mr. Lammers got a list from Steve Ford that he would like to see happen, it was given to Suzy to see if she can fulfill them as goals. Mr. Lammers congratulated Suzy on working with Curt Croy on the Elevate Careers program they are setting up. Suzy said they should have been doing this for years and it is finally happening. Suzy has been working with guidance counselors at the schools. Vince asked what Suzy sees as the future of JFS through the changes that are coming. She hopes the county agencies are not combined, and we would not lose our own agency. No County agency wants to lose their own funding. Vince asked about the opiate epidemic, she said it is a concern due to having the most children in custody ever at this time. Some of the children have such drastic behavioral issues that they have to go to a center rather than placing them with family. The Judge makes the rule on where to place them. As the costs for this escalate the funding from the State does not increase the County will have to cover the rising cost. The Juvenile Judge tries to place children in places where a third party pays. Henry County has a lot of children in custody and their cost shot up. Putnam County is a more family centered community. Some of the children are coming from the metro areas Toledo and Lima areas, and there may be children with the behavioral issues coming as well. In summary Suzy stated she is qualified with all of her years of experience, she has dealt with the businesses, and disgruntled clients. She is respected by the staff. She is ready it is the next step in her career,

she is up for the challenge, this is where she should be. She is excited for the next step. The Commissioners will discuss and will get back with her with an offer and their expectations.

Joe Burkhart met with Commissioners Schroeder, Love and Lammers and Jack Betscher, Administrator to discuss the results from the IT security test that was performed on the County's system. Jack Betscher was one of the people that responded to the fishing email. Joe sent out an email giving general results. He will give individual department results to those department heads and elected officials. The CORSA training has been distributed to be completed as well. Joe is working rolling out another more in depth security training session for everyone. Most people did not open the email, but a handful of people opened and replied to the bogus email. The feedback that is coming back from elected officials is good. The question of how many people will have to complete the training to get the 85% compliance with CORSA. The question of the EMS employees having to complete the training was asked, the ambulance laptops are not linked to the county's network. Joe has no control over the CORSA training. The Know B 4 training can be tracked to see who completed it and who passed. John said at district Commissioners meeting it was discussed that another county was forced to work without computers for a few days due to a breach of security. The future fishing emails will be random and from different entities. Mr. Lammers asked about the hardware of the guest network, Joe is still working on configuring it. It can be fine-tuned once it is up and running. The server situation, Joe will have to do requests for proposals for the bidding process. Joe is working with different vendors to get quotes. No virtual servers are used currently. More funds will be needed to replace all the equipment needed. Joe said backup are working currently. Line conditioners are being use and we have redundancy. Joe asked about any update on the tower. Jack is working on an RFP, once approved it will be sent to the insurance agents to make sure the liability is being covered. The bidding for the land will be addressed also. Jack said it might be awhile. Jack will have Joe review the RPF, Joe suggested having Brad Brubaker look at it too. Jack brought up surveillance cameras at the drop off sites for recycling. There is surveillance at the Kalida and Leipsic sites and we rely on Walmart cameras for that site.

Gary Lammers, Prosecutor met with Commissioners Schroeder, Love and Lammers and Jack Betscher, Administrator to discuss additional personnel for his office. Gary had submitted a letter requesting additional funding for the additional staffing position. Gary has been at half-staff since 2009 when the budget was cut. Gary now has three full time assistance prosecutors and need additional office staff. The part time person is not able to meet the demands of the position. The goal is to add a second full time person for the office. Due to the changes in Assistant prosecutors that budget has changed. So there will be some funds available to cover the additional office person. Gary wanted the Commissioners opinion on the request. There is VAWA money and DRETAC money available to help pay salaries. Child support is a minor revue stream which is billed as used. The Auditor advised that funds can be transferred from one salary line to another salary line, rather than from another budget line. John asked what kind of person Gary is looking for. He would like someone with legal office experience, or possibly a grad from Rhodes or UNOH. The current part time person will have her hours reduced or put on an on call status. He would like someone with legal training for the new full time position. Gary would like an answer on needing to fill the position then he will look at the pay scale. Gary has worked with a college for intern hours over the past few years also, which creates a lot of turnover. Mike asked if the part time person could be changed to help readjust the work load that would help with having to pay benefits. The County could not compete with a large business offering a position which included additional education opportunities, which is

how the last person was lost. A part time person cannot work to cover the full time person beyond a two week period, or it will exceed their part time status. Gary feels if he opens a full time position he will get more applicants than if he opens a part time position. Bob Benroth joined the meeting. Jack asked where Gary would start at recruiting a person, Gary said at a university or college (Rhodes & UNOH) and hopefully someone who has the "Putnam County work ethic". The difference in a paralegal and legal assistant was discussed. Gary said he would be looking for a legal assistant. Shannon did not have any legal experience when she started but has learned over the years. The Commissioners understand Gary request, but Gary would like the Commissioners to be "in the know". Gary can start to look for a new person the Commissioners agree he needs the help. Gary needs to have office support to accommodate his new assistants. Lilly is not happy with the current support situation. She has had instances of tasks not getting completed in a timely manners as well. Lilly is happy here so far. Mike again suggested replacing the part time person rather than jumping right to a full time. Gary has received interest from someone in the Clerk of Courts office also.

Gary received a complaint letter from the law firm regarding the Road 5 case alleging that there are further violations of the sunshine law. This is an informational update. Gary is in a conflict and will have someone else review the minutes and do the investigation. The complaint letter will be provided to the Commissioners. A sunshine law training will be setup. The Attorney General's office may do the investigation. It is not a criminal investigation.

Bob Benroth came in to discuss the fact of both Keith Scheirloh and Randall Basinger attending the same conference and the county paying for both of them, and the hiring of a new assistant to replace Jill Siefker. Bob also reviewed the sales tax figures. The expenses from the Health Dept and their abilities to pay cost allocation were discussed as well as Home Health was also discussed. Bob also had figures of some farm sales in the county to show values.

Mr. Love moved to adjourn for the day at 4:30 p.m.

Mr. Lammers seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Mr. Lammers moved to approve the minutes as read from Thursday, March 30, 2017.

Mr. Schroeder seconded the motion.

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