

Minutes for Thursday, September 28, 2017

Mr. Love moved to sign a farm lease agreement with Clint Schroeder for lease of the 9.480 acres of deeded land on Putnam Parkway.

Mr. Lammers seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 111, Page 215-216

Mr. Love moved to sign a farm lease agreement with Matthew Wagner for lease of the 174.3 acres of county farm ground for two years.

Mr. Schroeder seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 111, Page 217-218

Mr. Schroeder moved the adoption of the following Resolution:

WHEREAS, The Putnam County has been granted \$67,300.00 for the CDBG FY '16 Formula project, and

WHEREAS, Putnam County Commissioners advertised for said bids for the Sixth Street Pavement project and received said bids on the 21st day of September, 2017 at which time the bids were opened, publicly read, and tabled for further study,

WHEREAS, after review of the bids received it is recommended that the contract for the Dupont Village Hall and Park Lot Resurfacing be awarded to Ward Construction, 385 Oak Street, Leipsic, Ohio 45856, based on their total bid of \$14,026.50.

now therefore, be it

RESOLVED, That after review of bids received and preparation of bid tabulation by Poggemeyer Design Group, the Board of County Commissioners does hereby award the contract for the Village Hall and Park Lot Resurfacing be awarded to Ward Construction, 385 Oak Street, Leipsic, Ohio 45856, based on their total bid of \$14,026.50.

Mr. Lammers seconded the motion

Vote: Mr. Schroeder yes Mr. Lammers yes Mr. Love yes
Comm. Jrl. 111, Page 219

Now and Then Purchase Orders.....

County General.....purchase order 35169

HOME.....purchase order 34999

Sheriff.....purchase order 34748

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. 111, Page 220

Purchase orders and Travel Requests.....

County.....quarterly purchase orders Oct- Dec Supplies-Commissioners \$800.00
Contracts/Repairs Vehicles -\$800.00 Travel Exp Commissioners-\$2000.00 Advertising &
Printing-\$350.00 Legal Counsel-\$800.00 Supplies, Janitor-\$5000.00 Contracts/Services-
\$3000.00 Dominion East Ohio-\$7000.00 AEP -\$22,000.00 Ottawa Water Works-\$3000.00
Century Link -\$4000.00 Verizon-\$300.00 Put Co Engineer- Fuel usage Janitor-\$1500.00
Postage supplies-\$600.00 Contracts/ Repairs-\$2500.00

O-G Rd Complex-Glandorf Telephone-\$1000.00 Village of Glandorf-\$200.00 AEP -\$6000.00
Dominion East Ohio-\$4000.00 Misc Expenses-\$4000.00

Ag Complex-AEP- \$10,500.00 Ottawa Water Works-\$1500.00 Dominion East Ohio-\$1500.00
Misc Expenses-\$3000.00

Solid Waste Dist Disp Fees.....quarterly purchase orders Put Co Engineer -Fuel Recycling-
\$4500.00 Ottawa Oil-Diesel recycling-\$500.00 Misc recycling -\$2500.00 Repairs-\$800.00
Cherry's Propane-\$250.00

Sewer Dist #2.....quarterly purchase orders Ottawa Water Works -\$9000.00

Sewer Dist #1.....quarterly purchase orders Ottawa Water Works-\$25,000.00 AEP-\$1300.00

Put Co Water/Sewer.....quarterly purchase orders Ottawa Water Works-\$3928.95

Landfill Closure/Mnt.....quarterly purchase orders Put Co Engineer -leachate \$650.00

General Ditch.....quarterly purchase orders Advertise Ditch notices-\$500.00

County General.....purchase order to Lima Security for monthly monitoring of
Fire System for \$139.80. Purchase order to Lima Security for replacing Fire Alarm
system for courthouse for \$3650.00.

EMS.....Purchase order to Collier & Company for medical Staff uniforms for \$407.00. Blanket purchase order for fall medical staff uniforms for \$5000.00.Purchase order to Kelco Supply Co for Body Bags for \$600.00.

Airport Operations.....Purchase order to Sarka Electric to repair A/C at airport for \$1000.00.

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

Agenda 1:30 P.M.

Now and Then Purchase Orders.....

EMS.....purchase order 2980

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. 111, Page 221

EMS.....Purchase order to Central Land Title Agency for PCOPS building purchase for \$225,097.19.

Mr. Schroeder 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

Mr. Schroeder called the meeting to order at 8:30 a.m. with Mr. Love and Lammers by reciting the Pledge of Allegiance.

Gary Lammers stopped in the office at 8:30 a.m. to review the closing documents for the sale of the Public Safety building. Gary explained the fees and procedures that are listed to take place. Gary also explained the process to wire the funds for the purchase. Mr. Love asked about the closing protection document Gary said they do not need to sign that if they are not interested. The Compliance agreement takes care of any errors or omissions. Gary had the correct payee information for the funds to be wired for receipt. The information was given to the Auditor's office also for them to process the outgoing wire. Mr. Mike Lammers asked about the termination of paying rent, it is not listed within the purchase agreement. The lease agreement will be

reviewed to confirm the termination of the rent payments. The Commissioners will sign the closing documents today to complete the purchase agreement that was approved on September 14, 2017. The Commissioners also asked Gary to research some opinions regarding airport use and petitioning the Blanchard River as a drainage project or flood mitigation.

Alaina came in to discuss with the Commissioners a statement that was submitted on a confrontation between employees, the Commissioners discussed the situation and the procedures needed to be taken. The incident will be investigated.

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.

Joe Hohlbein met with Commissioners Schroeder, Love and Lammers, Alaina Siefker and Jack Betscher at 11:00 a.m. to discuss the Recycling program and the job offer that was proposed to Joe. John asked if Joe has any issues with the job description. He asked about future plans and goals for the recycling program. John said Joe's prior experience would be helpful in that process. The budget is part of the planning process, and the budget does fluctuate. Putnam County has the best recycling rate with the State. It does cost the county money to recycle. Putnam County needs to improve on the program to make it more cost effective and efficient. The transition of moving the bins from Walmart to the Ag Complex need to be smooth. The glass transportation could possibly be more efficient if just filling the small bins and transporting those instead of dumping into a larger bin and then transporting. The Commissioners want feedback to refine the program. Walmart is extremely busy and it is surprising that there have not been more accidents. Hopefully with the new site it will becoming safer. Joe will accept the position. A meeting will be set up with all the personnel involved to convey the new plan and introduce Joe as the supervisor. Tim Schnipke, Head of maintenance will work with Joe also regarding service on the equipment. Personnel issues will be handled through the policy manual. Suzy Wischmeyer, Director of Job & Family Service will also be involved. Commissioners want the departments to run efficiently and they will support them. Vince explained the process for disciplinary measures for personnel issues. Jack reviewed the procedures. Joe explained the process he uses on the school bus. The repairs for the truck were discussed also as well as the processes for accessing the truck. Alaina keeps track of all the truck repairs. Jack explained that there needs to be some accountability by the people that work in the recycling area. John asked about the storage of the extra empty recycle bins if they could be moved to the Ag Complex also, to have everything together. The Commissioners wants to hear any suggestions that Joe has for the program. Vince brought up Fair week and the need for parking, the bins may be removed that week for maintenance. Joe may be able to perform some of the maintenance also. A meeting will be set up for Joe with Suzy first and then another meeting with the all recycling personnel.

The minutes for Tuesday, September 26, 2017 were reviewed and approved at 12:00 p.m.

Mr. Lammers moved to adjourn for lunch at 12:01 p.m.

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Commissioners returned from lunch at 1:05 p.m.

A special agenda was held at 1:30 with Commissioners Schroeder, Love and Lammers; Jack Betscher, Administrator; Cindy Landwehr, Clerk, Mike Klear, Public Safety Director and Martin Verni, Putnam County Sentinel.

Judge Borer met with Commissioners Schroeder, Love and Lammers at 1:35 p.m. to discuss the budget. Judge Borer explained the actions that were taken last year regarding the pay increase he gave his employees. There were funds moved earlier in the week to cover his payroll, the Judge was expecting to receive \$15,000 only received about \$7,500. There has been a change in the personnel in the Probate/ Juvenile department in the past year. Vince asked for the wage figures from 2016 and the Commissioners will fund to that amount. Judge Borer is asking for the same 1.5% increase that the other County employees have gotten. Jack will have to review the figures. Judge Borer moved money from Indigent Guardian to Probate Payroll to cover the shortages and did not get any additional funds from the Commissioners. The rate to pay guardians have increased to fund is depleting. Jack joined the meeting and explained the funds that were moved and what they were to cover –Current staff. The Commissioners will have to discuss the budget for the future. Judge Borer explained that he has had some large expenses for attorney fees this year also due to the situation of the cases. Judge Borer wants to make sure that he has quality staff to serve the people of the County.

Gary Suever and Melissa Trentman with AFLAC met with Commissioners Schroeder, Love and Lammers at 2:00 p.m. to discuss some update and any plan changes. Gary talked about some fees that he has been absorbing. Some changes will be coming with next year's open enrollment period. Melissa talked about some changes that will be coming and educating the employees of all the features of the insurance. Melissa asked about the health insurance that is available to the employees, the Commissioners explained that both high and low deductible plans are available. Melissa will look into offering FSA Flexible spending accounts for the employees. The Commissioners will see what the interest is from the employees if a face to face consult is needed for open enrollment for insurance. The open enrollment period will start October 13. HSA-Health Savings Account can be set up at a bank.

Commissioners Schroeder, Love and Lammers discussed the budget request from Judge Borer.

Suzy Wischmeyer came in to discuss with Commissioners Schroeder, Love and Lammers the employee confrontation that took place on September 27, 2017 at the Ag Complex. Suzy had pictures to review since she was called when it happened. Suzy gave the account that she got from the incident. Her assessment of the situation is that the co-workers do not like each other and just antagonized each other. The Commissioners informed Suzy about the changes of Joe Hohlbein becoming the Recycling Supervisor and having someone in charge of the Recycling Center. Suzy has been involved with the Recycling sorting program from the beginning and she knows what goes on out there. The Commissioners also told Suzy about new recycling site that will be in the parking lot of the Ag Complex. Suzy and Joe can work out the management of Cecil. Some responsibility changes could the atmosphere also.

Bob Benroth came in to talk to the Commissioners about the notice that Frank Miller was distributing about lowering the property taxes which listed phone numbers for John Love, Treasurer and Auditor. A petition may be going around also.

The Commissioners Schroeder, Love and Lammers held discussion regarding the water lines at the fairgrounds at 3:45 p.m. Mr. Schroeder would like to see an engineering plan before moving forward and making a decision. The Commissioners are willing to pay for the plan. Vince wants

to know how deep the present lines are and how long did it take to drain them last year. They are want specs for the lines. Some plats pictures of the property with hand drawn water lines were viewed. The recommendation is to go back to the Fair board and get more information. Mr. Lammers asked if the lines are shot or is it a time savings issue. The sizing of the lines was questioned if it is fire protection or regular use such as toilets. Jack shared the letter he addressed to the Fair board regarding the transferring of funds and the maintenance responsibilities and the snow removal equipment.

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

Mr. Schroeder seconded the motion.

Vote: Schroeder yes Lammers yes Love yes

Mr. Schroeder moved to approve the minutes as read from Thursday, September 28, 2017.
Mr. Lammers seconded the motion.

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