

**Minutes for Tuesday, April 17, 2018**

Mr. Love moved the adoption of the following Resolution:  
that the following appropriation modification be made for the year ending December 31, 2018:

From...39 AD, Adult.....to.....39 TO, Transfer Out.....\$  
6,696.93  
From.....39 YT, Youth.....to.....39 TO, Transfer Out.....\$ 2,869.52

and also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2018, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 039, WIA (39 TO, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$ 9,566.45

Mr. Schroeder seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 150

Mr. Love moved the adoption of the following Resolution:  
that the following appropriation modification be made for the year ending December 31, 2018:

From....SS 6, Administration.....to.....SS 13, Transfer Out.....\$19,605.50  
(Reimburse the PA fund for PCSA expenditures from Jan. 2018 to Mar 2018)

and also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2018, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 003, Children Services (SS 13, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$ 19,605.50

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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 006, Job & Family Services  
H 25, Comp. Social Serv. Employees.....\$19,605.50

Mr. Lammers seconded the motion

Vote: Mr. Love yes            Mr. Schroeder yes            Mr. Lammers yes  
Comm. Jrl. 112, Page 151

Mr. Lammers moved the adoption of the following Resolution:  
that the following appropriation modification be made for the year ending December 31, 2018:

From...2 B 31D, Other Expenses, CSEA...to.....2 B 35, Transfer Out.....\$33,267.39  
(Obligated shared cost for period of January, 2018 thru March, 2018)

and also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2018, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 004, Child Support Enforcement (2 B 35, Transfer Out).....to.....Fund 006, Job & Family Services (H 11, Transfer In).....\$33,267.39

and also

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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 006, Job & Family Services  
H 25, Comp. Social Serv. Employees.....\$33,267.39  
Mr. Love seconded the motion

Vote: Mr. Love yes            Mr. Schroeder yes            Mr. Lammers yes  
Comm. Jrl. 112, Page 152

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 expenditures of said County during fiscal year ending December 31, 2005, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

Fund 001, County General  
15 A 15, Transfers.....\$ 44,510.00

also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2018, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From...Fund 001,County General (15 A 15 Transfers)...to...Fund 075, Computerization, Clerk of Courts (75 TRN, Transfer In).....\$ 22,255.00

and also

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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 075, Computerization Clerk of Courts  
75 MI, Miscellaneous.....\$22,255.00

also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2018, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From...Fund 001,County General (15 A 15 Transfers)...to...Fund 080, Computerization, Muni Courts (80 TRN, Transfer In).....\$ 22,255.00

and also

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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 080, Computerization, Muni Court  
80 MI, Miscellaneous.....\$ 22,255.00

Mr. Schroeder seconded the motion

Vote: Mr. Love yes            Mr. Schroeder yes            Mr. Lammers yes  
Comm. Jrl. 112, Page 153

Mr. Love moved the adoption of the following Resolution:

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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, Title Administration  
52 TS, Transfer Out.....\$ 50,000.00

and also

that to provide for the unanticipated expenditures of said County during fiscal year ending December 31, 2017, the following sums be and the same are hereby transferred, set aside and appropriated for the purpose for which expenditures are to be made during the fiscal year as follows:

From.....Fund 052, Title Administration (52 TS, Transfer Out).....to.....Fund 001, County General ( A 26, Transfer In).....\$50,000.00

and also

that to provide for the unanticipated revenues for the fiscal year ending December 31, 2018, 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 001, Clerk of Courts  
2 E 9D, Other Expenses, Clk of Cts.....\$2,745.00

Fund 001 Munic Crt Clerk  
2 G 9D, Other Expenses, Municipal Crt-C.....\$2,745.00  
Mr. Lammers seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 154

Mr. Lammers 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, 2018, 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 084, HOME  
84 AC, HOME Private Rehab.....\$14,730.20  
Mr. Schroeder seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 155

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, Bids for the purpose of securing a new 2018 vehicle operating lease for the Department of Job & Family Services were opened and tabled on the 10th day of April, 2018.  
and

**WHEREAS**, The following bids were received:

<u>Bidder</u>	<u>Bid Bond</u>	<u>Vehicle Type</u>	<u>Bid</u>
Knippen Chrysler	bond included for	2018 Chrysler 300	36 mo lease \$399.57
Delphos, OH			48 mo lease \$346.00
			Purchase price \$25,836.00

now therefore, be it

**RESOLVED**, After a review of the bids by Suzy Wischmeyer, director of the Putnam County Job & Family Services, and upon her recommendation, the Board of County Commissioners, does hereby approve of the director entering into a 48-month lease with Knippen, 800 W. Fifth St., Delphos, Ohio, for a new Chrysler 300 AWD.  
Per Vehicle:

48 month lease; lease total=\$16,608.00; monthly payment =\$346.00;  
Purchase price: \$25,836.00; 75% of purchase price=\$19,377.00  
Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes  
Comm. Jrl. 112, Page 156

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, The Clerk gave notice to the Board this date of the Engineer's completed survey and estimate of the construction area for the John Niese Single Ditch #978 project.  
and

**WHEREAS**, The proposed project commences at an open ditch on the North side on Township Road E approximately 30 feet West of Southeast corner of Section 35, Palmer Township, Putnam County, Ohio. Thence West along the line of said ditch where it turns North along the East side of Township Road 15-C to North Powell Creek #849 to a point where a sufficient outlet can be obtained.

now therefore, be it

**RESOLVED**, That the 10th day of May, 2018, at 2:00 p.m. in the General Assembly Room of the Putnam County Court House, Ottawa, Ohio, be and the same is hereby fixed as the time and place for the final hearing on the proposed improvement.  
and be it further

**RESOLVED**, It is found and determined that all formal actions of this Board concerning and relating to the adoption of the Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its Committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.  
Mr. Lammers seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes  
Ditch. Jrl.6, Page 14

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, The Clerk gave notice to the Board this date of the Engineer's completed survey and estimate of the construction area for the Dwight Maag Single Ditch #980 project.  
and

**WHEREAS**, The proposed project commences at an outlet tile in the SW corner of the NW part of the NW 1/4 of Section 18, Blanchard Township, Putnam County, Ohio. Thence South along Township Road 7 approximately 4700 feet where said tile turns West into Ottawa Township where said tile outlets into an open ditch and there terminates.

now therefore, be it

**RESOLVED**, That the 24th day of May, 2018, at 2:00 p.m. in the General Assembly Room of the Putnam County Court House, Ottawa, Ohio, be and the same is hereby fixed as the time and place for the final hearing on the proposed improvement. and be it further

**RESOLVED**, It is found and determined that all formal actions of this Board concerning and relating to the adoption of the Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its Committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.  
Mr. Schroeder seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Ditch. Jrl.6, Page 16

Mr. Lammers moved the adoption of the following Resolution:

**WHEREAS**, The Clerk of the Board of County Commissioners has informed the Board that a petition praying for annexation of certain territory in Monroe Township to the Village of Continental, Putnam County, Ohio, was filed on the 13th day of April, 2018. and

**WHEREAS**, Said petition is hereby attached and becomes a part of this Resolution. The petition was signed by owners Kurtis Brown and Chelsea Brown. and

**WHEREAS**, The owners of the land, which is contiguous with the Village of Continental, Ohio, requests that the petition be approved, pursuant to Ohio Revised Code Section 709.02. Scott Welch is appointed agent for the petitioner(s), who specifically elect that this petition for annexation follow the special procedures for annexation as outlined in Ohio Revised Code 709.02.  
now therefore, be it

**RESOLVED**, The petition for annexation to the Village of Continental is hereby granted. and be it further

**RESOLVED**, That the clerk is hereby directed to forward a certified copy of the entire record of the annexation to the Clerk of the Village of Continental for further processing.

Mr. Schroeder seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 157

Mr. Schroeder moved to sign The Participation Agreement between County Risk Sharing Authority (CORSA) and Putnam County to provide joint self-insurance pool and to assist members to prevent and reduce losses and injuries to Member property which might result in claims being made against members of CORSA. From May 1, 2018 through April 30, 2021.

Mr. Love seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 158-167

Mr. Love moved the adoption of the following Resolution:

**WHEREAS**, pursuant to Title IV-D of the Social Security Act; ORC §3125.13; and §3125.14; and Rule 5101:12-10-45, and its supplemental rules of the Ohio Administrative Code, the Board is authorized to enter into IV-D Services on behalf of the Putnam County Department of Job and Family Services; and

**WHEREAS**, an amendment is needed to increase the contract reimbursement amount on the current contract effective April 11, 2018.

**THEREFORE, BE IT RESOLVED**, that the Putnam County Commissioners, on behalf of the Putnam County Department of Job and Family Services, hereby enter into the attached amended IV-D contract for IV-D legal services. Said contract reimbursement amount of \$28,514.37 unless otherwise amended by mutual agreement. The IV-D contract shall commence on February 1, 2018 and end January 31, 2019.

Mr. Lammers seconded the motion

Vote: Mr. Love yes                      Mr. Schroeder yes                      Mr. Lammers yes  
Comm. Jrl. 112, Page 168

#### **Now and Then Purchase order**

**ADAMHS Bd...**purchase orders 36141-36143  
**Probation Supervision.....**purchase order 35709, 35711  
**Comm Corrections.....**purchase order 35710  
**Capital Improvements.....**Purchase order 36628  
**Clerk of Courts.....**purchase order 35682, 35684  
**County Airport.....**purchase order 36624  
**Sheriff.....**purchase order 36428  
**Concealed Handgun.....**purchase order 36427  
**Airport Construction Grant...**purchase orders 36625-36626  
**Airport Operations.....**purchase order 36627

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

Mr. Love seconded the motion.

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

Exceptions: Mr. Love none Mr. Schroeder none Mr. Lammers none  
Comm. Jrl. 112, Page 169

### **Purchase orders and travel requests**

**Board of Election**....Blanket purchase order for travel 2nd quarter for \$2000.00. Purchase order for advertising for Primary Election 2018 for \$500.00. Purchase order for Ballots & Advertising envelopes for May 8, 2018 Primary Election for \$3000.00.

**JFS**....Travel request for Christine Alvarez to attend the OJFSDA 2018 Annual Training in Columbus May 7-9, 2018 with expenses for lodging, meals and registration for \$530.00.

**County General**....Purchase order to Putnam Soil & Water for remained for 2018 share for \$21,677.06. Purchase order to All-Temp Refrigeration for preventative maint. for courthouse chiller for \$1157.00.

**HOME Funds**.....Purchase order to WSOS CAC for monthly admin for \$20,340.00.

**Computerization Clerk of Courts**....blanket .purchase order for annual support for \$22,255.00.

**Computerization Muni Court**.....blanket purchase order for annual support for \$22,255.00.

**EMA**....Travel requests for Stephanie Moore and Mike Klear to attend the G318 mitigation planning workshop in Columbus on May 7 through 9, 2018 with purchase order for meals for \$198.00.

**Dog & Kennel**....Purchase order to Putnam Co Ag Society for electric reimbursement for \$913.07.

**Sewer Dist #1**....Purchase order to Ohio Sanitary Services to repair rails in lift station for \$1975.00.

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

Mr. Schroeder seconded the motion.

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

Exceptions: Mr. Love none Mr. Schroeder none Mr. Lammers none

Mr. Lammers called the meeting to order with Mr. Schroeder and Mr. Love by reciting the Pledge of Allegiance.

Tim Schnipke stopped into give the Commissioners an update on the tower project and the power conversion.

The business agenda was held at 10:00 a.m. with Commissioners Schroeder, Love and Lammers; Jackson Betscher, Administrator; Cindy Landwehr, Clerk and Bryan Reynolds, Lima News.



Mr. Schroeder moved to adjourn for lunch at 11:50 a.m. and to attend the Farm Safety Day at Gerding Farm.

Mr. Lammers seconded the motion.

Vote: Love yes Schroeder yes Lammers yes

Commissioners Schroeder, Love, Lammers met with Patty Kennedy of Heartbeat at 1:00 p.m. at the Old JFS office for her to view the space that is available for rent.

Cathy Recker met with Commissioners Schroeder and Lammers to discuss her 2019 budget. Cathy would like to add an employee to her staff. She currently has two full-time staff and one part-time. Cathy does not feel she has the time to take to be the Recorder that she believes the job needs, since she is participating in the record retention which is time consuming. She does not have enough staff to review the records in the Records Center due to being short staffed. Cathy would like to hire a full-time employee. The Commissioners want to know Cathy's last hire date, how has the work load increased since then? When Cathy has all the information the Commissioners have requested she will come back. Mr. Lammers proposed not hiring another person and giving the current staff a raise to take increase work load. Cathy is trying to keep the staff to keep enough people in the office to keep it functioning properly. Cathy does not have outside funds to get money to pay for the increase in staff. If another office/person would take over the County's Record Retention program that would free up a lot of her time.

Mr. Lammers moved to adjourn for the day at 4:20 p.m.

Mr. Schroeder seconded the motion.

Vote: Love absent Schroeder yes Lammers yes

Mr. Lammers moved to approve the minutes as read from Tuesday, April 17, 2018.

Mr. Schroeder seconded the motion.

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