

Minutes for Tuesday, August 21, 2018

Mr. Love moved the adoption of the following:

COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN PARTICIPATION PLAN:

In an attempt to provide local citizens with the opportunity to participate in the planning, implementation and assessment of the Community Development Block Grant (CDBG) Program. Putnam County will hold public hearings. Newspaper announcements, public notices and website announcements of the scheduled public hearings will appear at least ten (10) days prior to the hearing dates and will list the date, time, and location of each hearing. Hearing locations will be convenient and accessible to potential beneficiaries and will allow for handicapped accessibility. In the event a significant number of non-English speaking residents are reasonably expected to attend a public hearing, arrangements will be made to provide an interpreter/translator, and bi-lingual advertisements/notices will be provided, as necessary. The first public hearing will be scheduled at the initial stage of application preparation. The purpose of the hearing will be to discuss and explain all CDBG programs. The proposal application deadline for the Formula/Allocation Program will be announced at this hearing, as well as the date for the second public hearing.

The second public hearing will be held prior to final preparation of the funding application. The purpose of the second hearing is to solicit public comments and publicly announce the projects proposed for funding.

In addition to the newspaper advertisements, letters will be sent to local governments, public service agencies and other interested parties including groups which serve primarily persons from LMI households within the jurisdiction, advising officials of funding availability and the first public hearing date. Minutes of the public hearing will be on file in the office of the Board of County Commissioners within the Citizen Participation file. Records and information concerning the CDBG Formula Program are available for public viewing and copying during normal business hours at the office of the County Commissioners.

Citizens are invited to provide input and comments throughout the funding program. Any written complaints/grievances will be answered within fifteen (15) working days where practical.

Any groups representative of low-and-moderate-income persons who require assistance in application development may contact the county commissioners' office for technical assistance. The needs of all local governments and all residents will be considered in preparing the funding application.

The Putnam County Commissioners shall amend its approved plan whenever it makes one of the following decisions (See §§ 91.105 and 91.115.):

- (1) To make a change in its allocation priorities or a change in the method of distribution of funds;
- (2) To carry out an activity, using funds from any program covered by the consolidated plan (including program income, reimbursements, repayment, recaptures, or reallocations from HUD), not previously described in the action plan; or
- (3) To change the purpose, scope, location, or beneficiaries of an activity.

This resolution will take effect upon signing.

Mr. Lammers seconded the motion

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

Mr. Love moved the adoption of the following Resolution:

WHEREAS, The Board has received requests from the various departments of Job and Family Services for approval of travel expenses for the month of August 2018.
now therefore,

BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF PUTNAM COUNTY, OHIO, hereby approve payment of the expenses per the attached list in accordance with Section 325.20 of the Ohio Revised Code and authorizes the Auditor to issue warrants per attached list upon receipt of invoices and be if further

RESOLVED, That the Auditor is hereby authorized and directed to issue any advanced warrants as necessary.

Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 355-356

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, 2015, 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 157, GIS
157 TR, Travel.....\$1,300.00

Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 357

Mr. Love moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam County, Ohio, that the following appropriation modification be made for the year ending December 31, 2018.

For Dog and Kennel...
From....B 12, Central Supportto.....B 11, Insurance\$ 790.00
From....B 12, Central Support.....to.....B 8, PERS.....\$ 1,000.00

Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 358

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, 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 005, Dog and Kennel
B 8, PERS.....\$2,500.00
Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 359

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 001, County General
14 D 1, Various settlements \$24,090.78

Fund 068, Mental Health
AA 11, Other expense \$5,586.03

Fund 100, E-911 System
100 MS, Miscellaneous.....\$11,529.24

Fund 022, Brookhill Center School
8 E 7, Miscellaneous expenses..... \$28,802.11

Fund 063, Health
E 12, Other expense.....\$4,492.72

Fund 120, PCEMS
120 OTH, Other expense.....\$5,114.28

August 2018 Real Estate Tax Settlement
Mr. Love seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
 Comm. Jrl. 112, Page 360

Mr. Love moved the adoption of the following Resolution:

WHEREAS, By the Board of County Commissioners in accordance with the provisions of law has previously adopted a tax Budget for the next succeeding fiscal year commencing January 1st, _2019_; and

WHEREAS, The Budget Commission of Putnam County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of County Commissioners of Putnam, County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET				
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount To Be Derived from Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column I	Column II	III	IV
063 Health		132,809.35		0.25
063 Health		315,562.74		0.50

Mr. Lammers seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 361-363

Mr. Love moved the adoption of the following Resolution:

WHEREAS, The Board of County Commissioners received the resignation of Steve Teffenhardt as a member of the Putnam County Airport Board.
and

WHEREAS, The Putnam County Airport Board has recommended that Kenneth Decker be appointed to replace Mr. Teffenhardt for his unexpired term ending April 1, 2019.
now therefore, be it

RESOLVED, The Board of County Commissioners does hereby appoint Kenneth Decker, 3618 Rd. L, Ottawa, Ohio, to the unexpired term of Steve Teffenhardt effective immediately.
and be it further

RESOLVED, The following is a complete list of members of the Putnam County Airport Authority Board :

TERM EXPIRES.....from..... 4-1- 2016.....to...4-1-2020
Alan Grogg, 6920 St. Rt. 109, Leipsic, Ohio 45856 (second term)

TERM EXPIRES.....from..... 4-1-2017.....to....4-1-2021
Greg Unverferth, 17644 Road P, Ft. Jennings, Ohio 45844 (third term)

TERM EXPIRESfrom.....4-1-2018.....to....4-1-2022
Chad Laubenthal, 10399 Road I-10, Apt. A, Ottawa, Ohio 45875 (second term)

TERM EXPIRESfrom.....8-20-2018.....to.....4-1-2019
Kenneth Decker, , 3618 Rd. L, Ottawa, Ohio 45875

TERM EXPIRES.....from..... 9-1-2015.....to...9-1-2019
Jeffrey R. Eckel, 5545. St. Rt. 109, Leipsic, Ohio 45856 (third term)
Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 364

Mr. Love moved to approve a Memorandum of Understanding for County Shared Services between Auglaize, Hardin, Huron, Logan, Putnam, Van Wert and Williams County Boards of Commissioners and their respective County Departments of Job & Family Services. To standardize processes, streamline efficiency, and provide a common client experience.

Mr. Lammers seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 365-370

Mr. Lammers moved the adoption of the following Resolution:

A RESOLUTION AUTHORIZING MICHAEL L. LENHART, PUTNAM COUNTY ENGINEER TO PREPARE AND SUBMIT APPLICATIONS FOR FINANCIAL ASSISTANCE IN THE OHIO PUBLIC WORK COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION PROGRAM(S) FOR ROUND 33 IN 2019, AND TO EXECUTE CONTRACTS AS REQUIRED.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements; and

WHEREAS, the Putnam County Engineer is planning to make capital improvements to Putnam County public infrastructure; and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs;

Now therefore be it

RESOLVED, by the Board of Commissioners, Putnam County, Ohio:

Section 1: Michael L. Lenhart, Putnam County Engineer, is hereby authorized to apply to the OPWC for funds as described above.

Section 2: Michael L. Lenhart, Putnam County Engineer, is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Mr. Love seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 371

Mr. Love moved the adoption of the following Resolution:

WHEREAS, According to the Revised Code of Ohio, Section 955.14 if in any year there is not sufficient money in the dog and kennel fund, after paying the expense of the administration, the Board of County Commissioners may increase dog and kennel registration fees in the county. The amount of the fees must not exceed an amount that the board, in its discretion, estimates is needed to pay all expenses for the administration of the Dog Law. Such a resolution must be adopted not earlier than February 1 and not later than August 31 of any year and must apply to the registration period commencing on December 1 of the current year and ending on January 31 of the following year, unless the period is extended as authorized under the bill. Any increase in fees adopted must be in the ratios of \$2.00 for a dog registration fee and \$10.00 for a kennel registration fee.
now therefore, be it

RESOLVED, that the fees for dog licenses and kennel fees will be as follows:

Dog Licenses - \$14.00

Kennel Fees - \$70.00

and be it further

RESOLVED, House Bill 59 was approved allowing dog owners to purchase a three year dog license at three times the cost of one year or a permanent dog license at a cost of ten (10) times the cost of one year. Kennel fees are not included in this.

3-Year Dog License - \$42.00

Permanent Dog License - \$140.00

and be it further

RESOLVED, The 3-year dog license or the permanent dog license can only be purchased in December and January of each year.

Mr. Lammers seconded the motion

Vote: Mr. Love yes

Mr. Schroeder yes

Mr. Lammers yes

Comm. Jrl. 112, Page 372

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, 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, County General ..Sheriff/Jail

4 B 11MTR, Maint & Repairs Jail.....\$ 2,652.00

Mr. Lammers seconded the motion

Vote: Mr. Love yes

Mr. Schroeder yes

Mr. Lammers yes

Comm. Jrl. 112, Page 373

Mr. Lammers moved the adoption of the following Resolution:

BE IT RESOLVED, By the Board of County Commissioners of Putnam County, Ohio, that the following appropriation modification be made for the year ending December 31, 2018.

For County Probation....

From....2 M 3, Supplies,to.....2 M 2 HB, Fringes, Probation.....\$ 30.00

For Juvenile Probation

From...2 C 39, Guardian Ad Litem....to....2 C 36 D, Juvenile other expenses...\$958.50

Mr. Love seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 374

Mr. Love moved the adoption of the following Resolution:

WHEREAS, The Board of Putnam County Commissioners received a request from Michael Lenhart, Putnam County Engineer to authorize him to prepare and submit applications for financial assistance and enter into a Local Public Agency (LPA) agreement required for The Ohio Department of Transportation Fiscal Year 2019 Safety Study & Inventory project and Sign Upgrade, and to execute contracts as required for Putnam County Highway Safety Improvements.
now therefore be it,

RESOLVED, by the Board of County Commissioners of Putnam, Ohio, Michael Lenhart is authorized to prepare and submit applications for financial assistance and enter into any agreement and execute contracts as required for The Ohio Department of Transportation Fiscal Year 2019 Safety Study & Inventory project.
Mr. Schroeder seconded the motion

Vote: Mr. Love yes Mr. Schroeder yes Mr. Lammers yes
Comm. Jrl. 112, Page 375

Now and Then Purchase order

County Airport.....purchase order 37387

County General.....purchase order 37388, 37390

Mr. Love moved to approved the then and now purchase orders.

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
Comm. Jrl. 112, Page 376

Purchase orders and travel requests

GIS.....Travel request for Greg Luersman and Kyle Nemire to attend the GIS conference in Columbus on September 24-26, 2018 with purchase order to lodging, meals, registration, parking and other for \$ 1,300.00.

Solid Waste Dist Disp Fees.....Purchase order to Putnam County Sentinel for recycle day ads for \$450.00.

Veteran Service Commission....Travel request for Kristi Powell, Bob Kroeger, and Randy Gasser to attend OSACVSO Fall School in Columbus, OH on Sept 11-14, 2018 with purchase order for mileage, lodging, meals, and registration fir \$2004.05.

REA....Travel request for Bob Benroth to attend the NW Auditor meeting in Helena, OH on August 24, 2018 with \$15.00 for registration.

Sheriff.....Travel request for Brian Siefker to attend the BSSA Fall Seminar with purchase order for \$250.00 for registration.

Capital Improvement.....Purchase order to Ward Construction for remove/replace sidewalks along Hickory St for \$10,001.25.

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

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

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

Tim Schnipke stopped in to talk to the Commissioners about the quote that was received from Ward Construction for the work needed on the sidewalks, which he found was reasonable. Ward can start as soon as the curbs are completed on Third Street. The walks will be completed from the street to the retaining wall. The Village will be pulling out the stumps. The Village pays for two feet of the walks. Tim also gave an update on the fire suppression system at the Ag Complex. Tim also gave an update on the roof repairs needed yet at the Ag Complex. The rodent issue is under control at the Ag Complex. The crane work that is needed for the roof was also discussed. The crane will not park on the new sidewalks to damage them.

Commissioners Schroeder, Love and Lammers; Alaina Siefker, Recycle Coordinator and Jackson Betscher, Administrator met with Dale Neidemire a prospective part time Recycle driver. Mr. Neidemire is limited by his income for a month. The starting rate for a driver is \$15.00. So he would only be available to work 20 hours per month. The duties that would be needed were explained to Mr. Neidemire. Mr. Neidemire does not have any previous experience with roll offs. Mr. Neidemire asked about the time frame of delivering bins. There is a calendar for the bins in the truck.

Suzy Wischmeyer, Director Job & Family met with Commissioners Schroeder, Love and Lammers to inform them about the Memorandum of Understanding for County Shared Services. Suzy explained the Memorandum of Understanding and the Medicaid services that it will aid in providing. If the counties involved did not join then they would be responsible for the costs of the phone services. This is an option rather than having the people come in to the office they can call the multi county 800 number to apply for the services. The scanned document system will aid in the application process also. If there is information missing the case will be referred back to the caller's home county. There is a cap on long distance expenses due to the memorandum. The other member counties in the memorandum have similar hours of operation to our County. Suzy explained that there is increased fraud prevention in the system also.

Suzy also talked about the friendly transfer and the procedural issue of moving funds if another county has a need for them rather than returning the funds back to the State. Trading of funding between counties. She submitted a sample resolution. Putnam County is the only county not performing friendly transfers in Northwest Ohio. The Commissioners said the past JFS Director has done this on an as needed basis. There is a spreadsheet among the counties that will show any funds available from other counties. Suzy will be starting to use this process again. She will notify the Commissioners when it is needed.

The Commissioners also explained to Suzy the changes coming to the recycling sorting to cut down on the transportation costs.

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

Commissioners discussed the specifications for the roof project.

Commissioners Schroeder, Love and Lammers held discussions regarding the refurbishment or replacement of the courthouse elevator. It will be advertised to repair and replace versus new elevator. Any bidders on the elevator will be invited in to come in to talk.

Commissioners Schroeder, Love and Lammers held discussions with Gary Lammers, Prosecutor regarding getting additional appraisals along Road 5. Gary said there were discussion of the necessity in the preparing for the appropriation case regarding Road 5. It is noticed that some of the appraisals done were not full appraisals. Full appraisals may be needed for rebuttal. It is recommended that the County get full appraisal summaries on the properties. Under 807.36 services of an appraiser do not have to be bid out and the expense can be authorized. The responsible party for the expense was discussed. Previously the Prosecutor authorized that the Engineer would pay the expense since it was in relation to road improvements. These appraisals need to be completed prior to October. Due to the short timeline a decision needs to be made as to who will be authorizing the expense. The Commissioners will confer with the Engineer to see who will be covering the expense of the appraisals as soon as he is back in the office. The Commissioners are willing to move forward as soon as possible with the appraisals.

The minutes from Thursday August 16, were reviewed and approved.

Mr. Lammers moved to adjourn for lunch at 12:10 p.m.

Mr. Love seconded the motion

Vote: Love yes Schroeder absent Lammers yes

Commissioners Schroeder, Love and Lammers resumed session at 1:30 p.m..

Commissioners Schroeder, Love and Lammers and Administrator held discussions regarding moving the recycling sorting area. The Commissioners reviewed the processes that are in place currently with Alaina Siefker, Recycling Coordinator. The plastic is taken out to the landfill and loaded into a larger roll off until it is ready to be baled. The process was reviewed to see if those trips could be eliminated. Mr. Love drew a model of the possible layout of the area in the building. The discontinuation of collecting glass was proposed. The Thrift Store will have to relocate to a different area. Any other efficiencies in the process were also discussed. Further planning will be necessary with an onsite viewing.

Dave Brooks, CORSA and Rob Fawcett of FLR met with Commissioners Schroeder, Love and Lammers at 2:00 p.m. to review the CORSA liability insurance. Commissioner Love reviewed some of the current project of the County, new roof and new parking lot. Rob shared that CORSA will be going through some changes since Dave is retiring. John Brownlee is taking over for Dave and the risk management services that are available will continue and grow. CORSA is giving cash back to the counties this year. A check was presented to the Commissioners. The growth of CORSA will determine if this will happen again. The expense to the County for CORSA has not increased significantly compared to the covered that has increased. Dave reviewed the risk management services that the County utilizes such as CORSA University and the Human resources helpline for legal advice. CORSA also provides law enforcement training.

Mr. Schroeder moved to adjourn for the day at 4:10 p.m.

Mr. Lammers seconded the motion.

Vote: Love yes Schroeder yes Lammers yes

Mr. Love moved to approve the minutes as read from Tuesday, August 21, 2018.

Mr. Lammers seconded the motion.

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