

Minutes for January 04, 2021

Commissioners Present: Porter, Cameron, Crooks
Staff Present: Susan Reese

RES 21-0001 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.
Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

Commissioner Cameron moved to approve the payment of bills, pending review.
Seconded by Commissioner Porter.
Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

Commissioner Cameron moved to approve the payroll, pending review.
Seconded by Commissioner Porter.
Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

The following legislation was considered:

RESOLUTION 21-0002 WHEREAS, pursuant to section 955.121 of the Revised Code of Ohio, a board of county commissioners may, in lieu of appointing a county dog warden and deputies, appoint the county sheriff to enforce sections 955.01 to 955.27 and sections 955.50 to 955.53 of the Revised Code of Ohio; and

WHEREAS, the Muskingum County Sheriff has agreed to accept the duties of County Dog Warden;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Muskingum, State of Ohio, that pursuant to the authority granted in section 955.121 of the Revised Code of Ohio, the Muskingum County Sheriff is hereby appointed as the County Dog Warden with authority to enforce sections to 955.27 and sections 955.50 to 955.53 of the Revised Code of Ohio.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 21-0003 accept and sign Memorandum of Understanding between the Board of County Commissioners of Muskingum County, Ohio and the Muskingum County Sheriff for the purpose of the Sheriff acting as the County Dog Warden pursuant to section 955.121 of the Revised Code of the State of Ohio.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 21-0004 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Grant Amendment #1 for FY21 Reclaim Grant for Muskingum County Juvenile Court, as requested by Lindsay Daniels, Grant Administrator.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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RESOLUTION 21-0005 authorize Cindy S. Cameron to sign Pay Application Number 7 for the Leffler/Baughman Run Rds & Village of Roseville Water Main Extension Project in the amount of \$203,515.00 payable to Muskingum County Treasurer for the reimbursement of project expenses.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 21-0006 approve the payment of invoices incurred in 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Sheriff Matthew Lutz.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Vance Outdoor	Winchester Ammo and Hornady	\$2,546.55
Ohio Treas Dept of Admin Serv	Marc's Radios 07.01.20-10.01.20	\$4,920.00
Image Computer Solutions	Lenovo Think Pad – Wolfe	\$ 799.99
Image Computer Solutions	Microsoft Surface Pro7-Deal, Willey	\$2,849.84
Image Computer Solutions	Lenovo ThinkPad-Keylor, Fuller, McNerny	\$2,399.97
Image Computer Solutions	HP Color Laser Jet Pro-Buchanan	\$ 599.99
Image Computer Solutions	HP Business Desktop Pro-Welker	\$ 899.99

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 21-0007 authorize Cindy S. Cameron to sign Change Order Number 1 for the EastPointe Waterline Project to serve AMG. Change Order Number 1 is an increase of \$5,346.80

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

Sheriff Lutz stopped in to talk with the Commissioners about the Dog Warden position. Pam Davis, Human Resources, was also in the conversation.

- He will be stopping out to talk with the current employees of the the Dog Warden's Office today
 - They will be told that at this point nothing changes until the Sheriff and Deputies get their feet on the ground
 - Current operation is to continue through transitional period
 - That could possibly be through March when the new building is completed
 - Sheriff will tell them he would like for them to stay through transition
 - Bryan will be asked to pass everything along to the Sheriff
 - New Sheriff Deputies will be job shadowing
- Pam was asked about abolishing the current staff
 - They must be notified no-less than 14 days before job termination
 - Pam would like to notify them and give them a date as soon as possible

John Deal will send Pam the posting for Kennel Master.

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Sheriff Lutz will tell the current staff that there will be changes, but they will be given plenty of notice when decisions are made. In the meantime, it is important for the current staff to stay in communication with the Sheriff.

There was discussion regarding the transitioning of payroll.

- It was decided to continue to pay through the current Dog Warden Fund, 002, until a new Kennel Master is hired
- Pam will send a copy of the Kennel Master job posting to Bryan, Mason and Alisha
- The two new Deputy Dog Wardens will be Erin Fuller and Zach Keylor
 - Commissioner Cameron suggested they stop in and introduce themselves

Robert Moore, IS Director, came to see the Commissioners.

- First, he thanked the Commissioners for the opportunity of IS Director
- Robert asked about the hiring process for a Network Administrator and Systems Administrator
 - He asked about using Zane State and OUZ students as interns
 - The Commissioners thought that could be a good idea
 - Robert will contact Zane State and OUZ
- Robert says that Christian has the ability of a Network Administrator
 - However, he's not sure Christian is interested in doing that
 - If he would train Christian in that position, he would then hire another Desktop Administrator
- Commissioner Cameron thought both Christian and Greg deserve a bump in pay, even if nothing changes
- Robert would like the option of offering the Desktop Administrators 40 hours per week
 - That's Robert's decision to determine if needed
 - He believes if offices are open someone should be available
 - Commissioner Crooks would like to see a plan and costs
- Robert was asked about charges for Health Department and Municipal Court
 - He understood that Dan was going to increase annual cost to both entities
- Pam will send an email to all Elected Officials and Department heads informing them of Robert's new position as IS Director
 - The email will also inform of Dan's new Position as Litigation Support Specialist for the Prosecutor

Commissioner Cameron reported that Alma Tennent, Clerk for County Court, called asking that the Commissioners not sign any proposal/invoice from NCourt if presented.

- She thought Dan was proceeding for County Court but they do not agree to the terms

Commissioner Cameron reminded the Board that the new Coroner, Seth Vinsel, term begins today.

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Corey Hamilton, Health Commissioner and Kim Tatman, MVESC, joined the Commissioners via GoogleMeets at the Commissioners' request.

- The Commissioners explained Sheetz' request to swap land which would involve the parking lots for the Health Department and MVESC
 - Corey asked if they would even have a reasonable shot at re-zoning that area
 - There were also concerns from Corey and Kim regarding the safety of employees and clients walking from the proposed lot site across the Sheetz lot and Seventh Street
 - Both lots are generally full with employee parking
 - When training is held at Seventh Street, parking is already a challenge
 - With Help Me Grow moving into the Health Department Seventh Street building, even more parking space is needed
 - Health Department fleet vehicles are currently using the City lot on Elberon
- All agreed that the County should be the last stop for Sheetz
 - All other parties involved, including zoning should be approved first
 - Commissioner Porter thought Health Department and MVESC are paying the rent for those lots, so their input is important
- Corey mentioned that they have thought about closing the Seventh Street entrance to their parking lot
 - Everyone thought that was a good idea
- Corey was asked the status of the Health Department lease with the County
 - She thought the 2019 Extension took care of the matter, but thought everyone had agreed to review after completion of the renovations
- Help Me Grow employees have moved from Putnam Avenue to the Seventh Street location
 - There are still some boxes in the Putnam Avenue building
 - Everything should be cleaned out by the end of January
 - They should be billed for January for the Putnam Avenue building

Commissioner Cameron asked the Board if they would be willing to purchase a counter top oven for the use of the employees.

- Since there was no money spent on the Christmas potluck
- All agreed

Commissioner Crooks moved to accept and approve the minutes of the December 21, 2020 session with changes.

Commissioner Porter seconded.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye.

Motion carried.

Commissioner Crooks moved to accept and approve the minutes of the December 28, 2020 session with changes.

Commissioner Porter, seconded.

Roll Call: Cameron, aye; Crooks, aye; Porter, aye.

Motion carried.

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Pam Davis, Human Resources, said she would reach out to Kacey Stackhouse regarding her starting date as Office Clerk.

The Clerk was asked to start rescheduling 2021 Budget discussions.

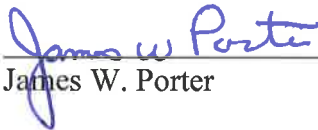
With no further business being before the Board, the meeting was adjourned at approximately 12:44 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.



Cindy S. Cameron



Mollie S. Crooks



James W. Porter

This is a condensed version of today's session. For a more detailed account, feel free to request a DVD recording.