

Minutes for January 05, 2023

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

RES 23-0001 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron, by welcoming Commissioner Bell to her new position as County Commissioner, and the second of Commissioner Crooks.
Vote was Crooks, aye; Bell, aye; Cameron, aye. Motion carried.

Commissioner Cameron moved to approve the payment of bills, pending review.
Seconded by Commissioner Crooks.
Vote was Crooks, aye; Bell, aye; Cameron, aye. Motion carried.

Commissioner Crooks explained that she had talked with Kelly Ashby regarding the Arts Council Meeting on Monday, January 9. The meeting will be held in person, so Commissioner Crooks explained that she would not be attending because of Commissioners' session. Commissioner Cameron said she was not invited and did not intend to attend. Commissioner Crooks will ask Kelly Ashby to make an appointment to meet with the Commissioners regarding the Arts Council.

Commissioner Crooks informed the Board that a resident of Bellview Drive called her to express her concern over the "trash train" that parks on the tracks in Terrace Shores. She said the smell is terrible and asked if anything could be done about it. The first step is to determine who owns the railroad.

The following legislation was now considered:

RESOLUTION 23-0002 approve the establishment of the New Fund, Number 047, which does not require approval of the State Auditor's Office, and line items by Eric Reed ARPA Compliance Officer.

ESTABLISH A NEW FUND

Purpose of the Fund

The purpose of this fund is to account for federal assistance from the Local Assistance and Tribal Consistency Fund via the American Rescue Plan Act of 2021. Funds are received directly from the US Treasury.

Fund Number:

047

Fund Name:

FY 23 & FY 23 Local Assistance and Tribal Consistency Fund

Department:

102 Commissioners

Classification:

State and Local Fiscal Recovery Fund Type – Federal

Administrator:

Eric Reed

CFDA #:

Grant Award:

\$100,000.00

Grant Period:

March 15, 2021 thru undefined

Match Money:

n/a

LINE ITEMS TO BE CREATED:

Revenues:

Description	Fund	Dept.	Account Code
Federal Assistance	047	000	409018
Investment Income	047	000	411001

Expenditures:

Description	Fund	Dept.	Account Code
Pass Thru Grants	047	102	503023
Supplies and Other Services	047	102	503001
Contract Services	047	102	504001
Equipment and Maintenance	047	102	506001

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

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RESOLUTION 23-0003

approve the establishment of the New Fund, Number 151, which does not require approval of the State Auditor's Office, and line items by Eric Reed ARPA Compliance Officer.

ESTABLISH A NEW FUND

Purpose of the Fund

The purpose of this fund is for capital improvements at the Avondale Youth Center. This fund will account for federal assistance from the United States Department of Housing and Urban Development's (HUD) Community Project Funding Award. Federal funds are received from the Disaster Recovery Grant Reporting (DRGR) Portal via HUD. Local funds will also be used to complete these capital improvements.

Fund Number:

151

Fund Name:

FY 23 Community Project Funding - Avondale

Department:

102 Commissioners

Classification:

Capital Projects Fund Type – Federal

Administrator:

Eric Reed

CFDA #:

14.251

Grant Award:

\$450,000

Grant Period:

November 16, 2023 thru August 31, 2030

Match Money:

n/a

LINE ITEMS TO BE CREATED:

<u>Revenues:</u>	<u>Description</u>	<u>Fund</u>	<u>Dept</u>	<u>Acct. Code</u>
	Federal Grant	151	000	409024
	Investment Income	151	000	411001
	Advance-In	151	000	414001
	Transfer-In	151	000	414002
<u>Expenditures:</u>	<u>Description</u>	<u>Fund</u>	<u>Dept</u>	<u>Acct. Code</u>
	Contract Services	151	102	504001
	Engineering Fees	151	102	504013

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0004

approve the payment of invoices incurred in 2022 with 2023 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Advanced Auto Parts	Hub & Bearing '98 maint truck	\$ 136.66
CDW-G	Surface, Apple Ipad	\$2,058.29
CDW-G	Tripp CAT6 Modular plugs(pt pyt)	\$ 187.38
CDW-G	BCDA CGF Equipment	\$8,567.83
Pioneer Research	30# Blast	\$ 734.46
Roger Touvell	Trane pressure regulator agency Bldg	\$1,193.71
Roger Touvell	VAV-11 Agency Bldg	\$ 210.00
Roger Touvell	V3-12 3 rd Flr Agency Bldg	\$ 541.11
Roger Touvell	Server Rm wind Baffle-Agency Bldg	\$ 812.98
Roger Touvell	R-23 Refrigerant-CSEA	\$ 490.00
Roger Touvell	New Furnace -recycle plant	\$6,134.57
Covic Connection	Janitorial&Carpet Cleaning Dec2023	\$4,499.37
Columbia Gas	205 N 7 th st Dec 2023	\$2,853.89
Columbia Gas	2315 Adamsville Dec 2023	\$1,817.51
AT&T	Various Locations	\$7,264.34

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

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RESOLUTION 23-0005 approve the payment of invoices incurred in 2022 with 2023 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Cardmember Service	Charges for Dec-Commissioner	\$1,132.86
Columbia Gas	Charges for Dec-401 Main St	\$2,097.79

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 23-0006 authorize the Notice of Hearings on the Muskingum County (Falls Township) Natural Gas Aggregation Plan of Operation and Governance on January 26, 2023; 1:30 p.m. and 2:30 p.m. at the Muskingum County Commissioners Board Room. Notice will be in the Zanesville Times Recorder January 11 and 18, 2023 and also on the County website.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 23-0007 acknowledge receipt of notice from the Muskingum County Recorder of the Board's duty under Ohio Revised Code Sections 303.11, 303.12, 519.11 or 519.12 to file zoning resolutions and amendments in the office of the county recorder as submitted by Cindy Rodgers, Muskingum County Recorder.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 23-0008 approve the payment of invoices incurred in 2023 with 2023 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>
Grayshift	MCSO/online adv license	\$30,795.00
Staples	Hittle – Supplies	\$ 126.46
Muskingum County Commissioners	Oct, Nov, Dec 2022 Postage	\$ 1,886.94
Sirchie	Evidence rifle box, scalpel	\$ 256.60
Watch Systems LLC	Community Notification	\$ 87.00
OPOTA	Welch Training	\$ 600.00
OPOTA	Brady Training	\$ 400.00
Genesis Healthcare	Inmate	\$ 1,016.83
MedVet	K9 Emergency	\$ 774.29
T&T First Aid Systems	Jail Med Cabinet	\$ 135.25

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 23-0009 approve the line item transfer of monies within Fund Number 087 as requested by Kyle Dunn, Director of Community Development, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
087-375-510001-Advance out	087-375-504001-Contract Services	\$45,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

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RESOLUTION 23-0010 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Participating Addendum and Contract Acknowledgement with Canon U. S. A., Inc. to purchase a new copier for the Human Resources Department. Cost of the copier is \$6,689 with a monthly service agreement of \$101.25 for 2500 copies; \$.0075 overage charge.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

Pam Davis, came to discuss the 3% wage increase as she prepares Personnel Action Forms.

Eric Reed, ARPA Compliance Officer, came to update the Commissioners.

First, he gave the Commissioners contact information regarding the railway on Bellview Drive.

- Eric gave each Commissioner a copy of the projects paid to date, the projects committed to and those requests that have been denied
- Licking View Sanitary Sewer
 - Meeting January 12 with Morgan Coast
- Avondale
 - Project total \$965,000
 - \$450,000 HUD Grant for HVAC
 - \$515,000 will be needed to complete the project
- Clean Face
 - Eric has sent all the documentation to Jeremy Davis, Architect
- Commissioner Crooks said she would be in favor of funding the Dolly Parton Imagination Library through our local Literacy Council.
 - Commissioner Cameron would not be in favor of funding the Dolly Parton program, but would be okay with considering funding the Literacy Council; she would rather support the third grade reading programs
- Commissioner Bell asked if the Literacy Council is in favor of the Dolly Parton program
 - Eric will contact Cindy Lawyer with the Literacy Council and ask her to come in to meet with the Commissioners to discuss

The Commissioners adjourned for lunch to resume session at 1:30 p.m.

Lucretia Frame, Director of the Records Center, came to meet with the Commissioners at their request.

- The Commissioners explained the adjustments to her 2023 Budget requests.

The Commissioners acknowledged an email from Steve Wilson, Community Action Agency, MEOAG requesting Commissioner Bell be appointed to the MEOAG Board. The following was then considered:

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RESOLUTION 23-0011 appoint Melissa Bell to the MEOAG Inc Development Committee Board of Directors with a term to commence January 31, 2023 for a five year term or until she leaves office, whichever comes first.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Commissioner Cameron moved to approve the minutes of the December 29, 2023 session. Commissioner Crooks seconded.

Vote was Crooks, aye; Cameron, aye; Bell, abstain. Motion carried.

The Commissioners received a message from a resident of Frazeyburg Road saying she had received a call from Stan Lucas, Sewer Department Manager regarding sewer tap fees.

A call was placed to Stan who said he is still investigating the situation.

The Commissioners called the resident back. She was assured that we will be looking further in to the situation.

The Commissioners received a call from Sheriff Lutz regarding the K-9 Adoption Center.

- During his weekly meeting with the staff, he discovered that they have not been able to keep the building warm and are concerned about pipes freezing
 - The Sheriff called Liam from Flecto who said there is insulation in the outside walls and ceilings
 - The Sheriff will have Scott come out to check things

Commissioner Bell received a message from a resident of Orchard Hill Road regarding the dumping of trash in the woods along the road. A call was returned to her and she was advised to contact the Sheriff's Office to report it.

After further discussion, the following were considered:

RESOLUTION 23-0012 authorize Market Adjustment Wage Increase for Lucretia Frame, Juanetti Yester, Pam Looker and Penny Lynch Muskingum County Records Center, as follows:

Lucretia Frame	\$18.00 per hour – effective January 01, 2023
Juanetti Yester	\$15.00 per hour – effective January 01, 2023
Pam Looker	\$12.50 per hour – effective January 01, 2023
Penny Lynch	\$12.50 per hour – effective January 14, 2023 after her 180 Probationary Period

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 23-0013 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Records Center.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Insurance	001-109-502004	\$4,500

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

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Stan Lucas, Sewer Department Manager, came to discuss the Frazeyburg Road situation with the Commissioners. He agreed to continue to look for payment documentation.

There was further discussion regarding the opioid settlement meetings. Commissioner Crooks will send an email to Misty Cromwell and also invite Sharon Parker of Genesis to participate.

The Commissioners approved proceeding with the January 26 Department Head Meeting and will decide from there whether to continue with the meetings and/or how often to have them. The Commissioners will host lunch for this meeting at the EMA office.

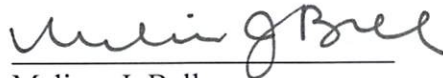
With no further business being before the Board, the meeting was adjourned at approximately 4:07 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.



Mollie S. Crooks



Cindy S. Cameron



Melissa J. Bell

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