

Minutes for January 06, 2022

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

RES 22-0012 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

The Commissioners opened the meeting in the Courthouse rotunda in anticipation of the Public Auction of 333 Putnam Avenue.
There were no bidders for the property.

The Commissioners returned to Session Room where there was brief discussion regarding the questions before the auction to Mark Zanghi.

- Commissioner Porter had been approached before the auction began by an interested party that was willing to pay \$150,000.
- Commissioner Porter asked Mark Zanghi how to handle that request
 - Mark said that because it was advertised for a minimum bid of \$200,000, the \$150,000 could not be considered
- Commissioner Crooks expressed her concern that the conversation was had for everyone to hear

The Commissioners addressed an email from Mark Eicher regarding a request he had received to rename the Dillon Falls Bridge.

- Commissioner Crooks expressed her concerns with the request
 - Looking at potential fall-out with only one request
 - Philo Bridge had several requests
 - Overall community feeling
 - Last minute – no time to discuss
 - Be consistent – fair
- Commissioner Porter would hope and pray no more deaths, if so would memorialize somehow

After some discussion, the following was considered:

RESOLUTION 22-0013 authorize the renaming of the Dillon Falls Bridge to the “Deputy Sheriff Robert M. Tanner, Jr. Memorial Bridge”.
Motion made by Commissioner Porter seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Commissioner Porter gave the Clerk the name and number of party interested in the 333 Putnam Avenue property.

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The following legislation was now considered:

RESOLUTION 22-0014 approve the payment of invoices incurred in 2021 with 2022 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Clarissa Mitchell, Manager of Title Office.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0015 accepts Official Amended Certificate Number Thirty Seven (37) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated December 17, 2021.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0016 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 Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0017 hereby approve the posting of the position of County Apiary Inspector.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0018 appoint Megan Gee to the Board of Directors of the Mental Health & Recovery Services Board with a term to commence immediately and end on June 30th, 2023, requested by Misty Cromwell, Executive Director of Mental Health & Recovery Services Board.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0019 approve the payment of invoices incurred in 2021 with 2022 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Supervisor of MCJFS.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Musk Co Commissioners	PA 2013 Renovations 12/2021	\$1,373.46
Musk Co Commissioners	SS 2013 Renovations 12/2021	\$ 87.66

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 22-0020 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Treasurer, as requested by Todd A. Hixson, Treasurer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	001-104-504001	\$3,750.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0021 approve the payment of invoices incurred in 2021 with 2022 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Todd A Hixson, Treasurer.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Ohio Auditor of State	Audit	\$100.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0022 approve and authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Pay Request Number Ten (10) in the amount of \$31,109.77 to Paul Construction for the Health Department Renovations.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0023 accept Ohio EPA Mitigation Grant to update the County's Hazard Mitigation Plan. Approval for up to \$25,000 from FEMA and County cost share will be \$8,333.34. The matching funds can be in-kind.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0024 accept and sign Users & Roles form to allow Kyle Dunn access to Ocean Program for OCD programs, Requested by Sheila Samson Community Development Director.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0025 approve Job Description for Utilities Assistant for the Muskingum County Projects Department. Submitted by Pam Davis, Human Resources.

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

Commissioner Cameron reported that Carolyn Hughes stopped in yesterday to let the Commissioners know that she had received a call from a delivery person regarding a dog on Pleasant Valley Road.

- Carolyn responded to the call and determined the dog was okay
 - She showed the pictures to Commissioner Cameron
- The caller threatened Carolyn with FaceBook shaming because she thought Carolyn used the "F" word with her, which Carolyn said she did not

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Commissioner Crooks reported that she talked with Scott regarding Adrian Adornetto's request for the Soldiers and Sailors parking lot.

- Scott said he didn't see a problem working with the Market Hours to use it after hours
- Commissioner Crooks will follow up with Adrian to confirm his intent

Commissioner Cameron reported that she received a message from Jeremy Davis regarding ongoing HVAC problems with the HVAC that wasn't replaced during the renovation, at the Health Department Building

- She told Jeremy that the Commissioners would return his call during session

Pam Davis, Human Resources, came in to discuss the Records Center Technician position. After some discussion, the following was then considered:

RESOLUTION 22-0026 approve the employment/Promotion of Juanetti Yester as Records Technician for the Muskingum County Records Center. Starting wage will be \$13.50 per hour with the opportunity for an hourly increase of \$.50 after the completion of a successful probationary period. Juanetti will assume her new duties effective January 10, 2022. Juanetti is currently employed at the Records Center, so pre-employment testing will not be necessary.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

There was discussion regarding the fact that the Clerk of Courts is to be paying the part-time Records Clerk's salary. How does that happen? The Clerk will ask Wendy to clarify the process.

The following was also considered:

RESOLUTION 22-0027 approve the posting of the position of Records Clerk at the Muskingum County Records Center. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

Commissioner Cameron reported that Mark Schneider called him and said that he is afraid John is looking for a job with more money.

- Mark called Rob Reiter who said he would provide the money for a wage increase

Eric Reed, ARPA Compliance Officer, came in to provide the Commissioners with updates.

- They will be applying for funding from the Straker Foundation for window replacements
 - Grant applications are due February 08 – March 15
 - HVAC and lighting still needs addressed
 - Commissioner Cameron suggested that one way or another, it is our building

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- Possibly use ARPA for HVAC
- All agreed okay to proceed with Straker application for windows
- Commissioner Porter would want to commit to doing what needs done to get the facility up to snuff
 - Partnering would be good
- Eric will let Gary know
- Licking View
 - Eric has subscribed for several email news releases for information regarding grants and funding
- Southern-Sundale, Big B and Twin Hill Water
 - All are having supply issues
- Project Advertising
 - Qualifies for APRA reimbursement if for an approved ARPA project
 - It was decided not to reimburse for projects already in progress, but to use for future project advertisements
- Munson
 - APG started Scope Evaluation
 - Eric talked with Andy, expect report in two weeks

Ron Welch, Prosecutor, came to explain his 2022 Budget adjustments.

- Matrix File Management
 - Can link to law enforcement
 - \$40,000 initial set up
 - \$3,100 monthly maintenance
- He has re-calculated his wage increases for 2022 which could reduce his budget by \$60,000

Pam Davis, Human Resources came in and there was discussion regarding an increase for John at Recycling.

- Mikey will not be returning
- The County receives \$30,000 annually for SEO Joint Solid Waste; \$7,500 quarterly
- Commissioner Porter would support an increase for John only
- The Clerk is to find out where the \$30,000 from SEOJSW is paid into

The following was then considered:

RESOLUTION 22-0028 approve wage increase to \$15.00 per hour for John Schoppert, Muskingum County Recycling. Increase to be effective January 06, 2022.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

Commissioner Crooks suggested looking at a wage adjustment for Mark Schneider.

Commissioner Porter asked Pam for a schedule of payroll and overtime for Jeff Jadwin, EMA Director.

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There was brief discussion regarding the 333 Putnam Avenue property and the following was considered:

RESOLUTION 22-0029 approve the advertisement to accept sealed bids for the 333 Putnam Avenue Property, with a minimum bid of \$150,000.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Commissioner Porter said he would not be returning after lunch.

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

Commissioner Cameron reported on the Fatality Review Team meeting she attended this morning.

- February meeting will present statistic updates

A call was placed to Jeremy Davis, APG Architects, at approximately 2:30 p.m. regarding HVAC at Health Department

- Fourteen VAV boxes have “old” parts missing
- \$2,000 each with an additional \$4,000 for communication
- RTU-1
- General Building maintenance upgrades
- During renovations, Ables had been asked to report on what needed fixed
 - Didn’t happen first time
 - Went back to evaluate and found HVAC issues
 - Affects second floor of Health Department building
 - Corey’s office has been 50-60 degrees
- Gave Jeremy the go-ahead
 - He will prepare documents for bids and advertising
 - Jeremy will stay in touch

The Commissioners continued working on the 2022 Budget

Eric Reed, ARPA Compliance Officer, came to discuss the new Final Interim Rule received.

- From what he can tell so far, it broadens the spending capabilities
- Effective April 01, 2022

The following legislation was now considered:

RESOLUTION 22-0030 accept and sign Memorandum of Understanding – Munson School Brownfield Remediation. As presented by Andy Roberts, Executive Director, Muskingum County Land Reutilization Corporation.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

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RESOLUTION 22-0031 accept and sign Memorandum of Understanding – Mosaic Tile Manufacturing Plant Brownfield Remediation. As presented by Andy Roberts, Executive Director, Muskingum County Land Reutilization Corporation.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.


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

Commissioner Crooks and Cameron continued working on 2022 Budget.

With no further business being before the Board, the meeting was adjourned at approximately 4:33 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



Mollie S. Crooks



James W. Porter



Cindy S. Cameron

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

