

Minutes for January 12, 2023

Commissioners Present: Cameron, Bell, Crooks
Staff Present: Susan Reese; Beth Iden

RES 23-0044 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Crooks and the second of Commissioner Bell.
Vote was Cameron, aye; Bell, aye, Crooks, aye. Motion carried.

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

The following legislation was now considered:

RESOLUTION 23-0044 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 Sheriff Matthew J. Lutz.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Thomson Reuters	Quinlan Law Bulletin Sub	\$1,344.00
Thomson Reuters	Drug Laws Controlled Sub	\$ 333.00
Advanced Business Commun.	Nov.Serv.-Tech onsite/Camera rpr	\$ 95.00
Image Computer Solutions	HP ProDesk 400/Drug Unit	\$ 48.88
Treasurer State of Ohio BCI	Background checks/partial pay	\$1,193.75
Aardvark	Repair day auto attendant	\$ 475.00
Aardvark	Phone System disc network	\$ 250.00
Bob Barker	\$0.21 short on 2022 PO	\$ 0.21
Aramark	\$0.07 short on 2022 PO	\$ 0.07
Image Computer Solutions	Hp pro Desk/Jail Nurses	\$1,799.98
Image Computer Solutions	Hamilton-Surface pro Touch	\$1,309.96
APEX Physics Partners	Annual Diagnostic Serv.	\$ 950.00
OPOTA	Sean Brady Training	\$ 400.00
OPOTA	Ron Welch II Training	\$ 600.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0045 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 Peggy Taylor, Office Manager of Water Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
John Deere Financial	Fasteners, Rods	\$ 32.19
Roger Touvell Heating	Heating-Repair	\$228.04

Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0046 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 Peggy Taylor, Office Manager of Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
USA Bluebook	Float switched	\$300.21
Neff Machinery	Repair	\$186.22

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RESOLUTION 23-0051 approve the establishment of new fund, number 187, which does *not* require approval of the State Auditor's Office, and line items as requested by Kyle Dunn, Director for the Muskingum County Community Development

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	This fund is for the implementation and administration of development and Fair Housing.
<u>Fund Number</u>	187
<u>Fund Name</u>	PY20 CDBG
<u>Department</u>	375
<u>Award Amount</u>	\$254,000
<u>CFDA #</u>	14.228
<u>Grant #</u>	B-F-22-1CC-1
<u>Grant Period</u>	September 01, 2022 through October 31, 2024
<u>Grant Administrator</u>	Kyle Dunn
<u>Matching</u>	NA

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Cash	187	000	101001
	Fees	187	000	405001
	Local Revenue	187	000	405136
	CDBG Grant	187	000	409010
	Refund & Reimb.	187	000	413003
	Advance In	187	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Employee Salaries	187	375	501002
	Medicare	187	375	502001
	PERS	187	375	502003
	Insurance	187	375	502004
	Workers Comp	187	375	502009
	Supplies & Others	187	375	503001
	CORSA	187	375	504141
	Village of S. Zanes 1	187	375	504213
	Village of S. Zanes2	187	375	504216
	Village of Dresden	187	375	504219
	Administration	187	375	504300
	Fair Housing	187	375	504332
	Home Repair	187	375	504341

Motion made by Commissioner Crooks, aye; seconded by Commissioner Bell.
 Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0052 Rescind Resolution 23-0037 dated 01.09.2023, Requested by, Stephanie Spencer, Chief Administrator for Auditors Office.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.
 Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

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RESOLUTION 23-0053 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 Stephanie Spencer, Chief Administrator of Muskingum County Auditors office.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Rich & Gillis Law Group LLC	Board of Tax Appeals Services	\$263.16

Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0054 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 of Muskingum County Commissioners office.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Modern Glass(hail damage)	Windows-Evidence Center	\$7,150.00
City of Zanesville	27 N 5 th St utility Dec 2022	\$ 305.91
CORSA	Claim#0690033665-Sheriff	\$5,000.00
CDW-G	Apple Smart Keyboard-Cameron	\$ 178.11
CDW-G	Apple Smart Keyboard-Bell	\$ 178.11

Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried/

RESOLUTION 23-0055 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 Crystal Brokaw, Clerk of Muskingum County Court.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Intrinsic Interventions	Lab Services	\$25.00
Modern Office Methods	Copier Contract Services	\$178.98

Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0056 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 Wendy Sowers, Clerk of Courts, of Muskingum County Clerk of Common Pleas Court office.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Payment Pros(2)	Widmer T3 time/Date Stamp	\$1,750.00
Goss Supply	Monthly Hot/Cold Cooler	\$ 13.50
Goss Supply	Monthly Hot/Cold Cooler	\$ 13.50
Goss Supply	Water 5 Gallon Drinking & Bottle	\$ 50.50

Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Bell, aye. Motion carried.

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RESOLUTION 23-0057 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 Eric Reed, ARPA Compliance Officer.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Gordon Flesch Co Inc.	#30MC47-OVRG CHRГ-SVC 11/18-12/18-22	\$5.12

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0058 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners various forms required to allow Muskingum County to become a co-recipient of funding from the Economic Development Administration the waterline for The Wilds Water Main Extension

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0059 approve the Board of Muskingum County Commissioners to sign the 2022 County Highway System Mileage Certification as requested by Mark Eicher, County Engineer.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Kyle Dunn, Community Development Director, came to present the following resolution to the Commissioners for consideration.

RESOLUTION 23-0060 approve Cindy S. Cameron to sign Certification of Categorical exclusion project for B-C-22-1CC-2 as requested by Kyle Dunn, Director, Muskingum County Community Development.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0061 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Release of Mortgage form for the mortgage of Patricia Hall, in the original amount of \$25,025.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Kyle Dunn, Program Director.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Mark Zanghi, Assistant Prosecutor, came to session.

The following legislation was now considered:

RESOLUTION 23-0063 declare an Executive Session at 10:30 a.m. for the purpose of discussing a Pending Litigation. This session ended about 11:00 a.m.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

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Eric Reed, ARPA Compliance Officer, came to give updates.

- 088 Gap form for 2022 Federal Schedule was submitted to Stephanie Spencer, Chief Administrator, on January 11, 2023
- Fairgrounds
 - The additional 4x6 display board was delivered to the fairgrounds
 - A 4x6 display board for the hog barn and a 4x6 display board for the Jr. Fair office
 - They also have 3x4 display boards for the lamb, goat, horse, rabbit, and chicken barns
- Eric reported following up on an email from Jeremy Davis concerning Clean Face
- Avondale
 - Eric notified Candy, Gary and Angela about the funding plan for Avondale HVAC project
- Project Expenditure report will be completed by the end of the month.
- Licking View Sewer Project
 - Technical engineering meeting was held this morning
 - Mark Eicher, Gary Williams and Morgan Coast will put figures together

Commissioner Crooks handed out a flyer on Human Trafficking.

Commissioner Crooks reported author Princess Sara will be at Secret Auditorium Thursday, March 23, 2023 at 9:30 a.m.

Chamber Legislative Breakfast will be February 10, 2023 from 7:30 a.m. to 9:00 a.m. at Eagle Sticks Golf Course.

Commissioner Crooks reported that the Budget Commission organization meeting, that includes the Auditor, Treasurer and Prosecutor will be Jan. 19, 2023. The Commissioners will be invited to the August meeting.

Commissioner Crooks stated that she will not be available from Feb. 17 through Feb. 26, 2023.

Commissioner Cameron reported that Andy Roberts, Planning Commission Director, would like to review the Planning Commission Board.

Commissioner Cameron said that the Joint Solid Waste policy committee member has to be appointed.

The following legislation was now considered:

RESOLUTION 23-0064 appoint Mollie S. Crooks to the Policy Committee Board of Joint Solid Waste with a term to commence January 01, 2023.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Discussion on the Sheriff department needing a new dryer at the K-9 Dog Adoption Center.

Pam Davis, Human Resources, came to discuss the County insurance compliance policy.

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

Don Madden, Project Manager, and Zack Forker came to give project updates.

- Big B waterline completed 2022
- Zane Grey, Zane Trace Southern, Sundale Rd water project completed 2022
- Twin Hills waterline anticipated completion February 2023
- Well 7
- Norfield Rd-Arch Hill Rd water project in process
- Virginia Ridge-Irish Ridge water project in process
- Licking View Sanitary Sewer plans in process
- Weber Force Main in process

The following legislation was now considered:

RESOLUTION 23-0065 declare an Executive Session at 1:50 p.m. for the purpose of discussing a Legal Matter of the Muskingum County Commissioners. This session ended about 2:15 p.m. Don Madden and Zack Forker were also present.
Motion made by Commissioner Cameron, seconded by Commissioner Bell.
Roll call: Cameron, aye; Crooks, aye; Bell, aye. Motion carried.

Matt Abbott, Port Authority Director, Eric Reed, ARPA Compliance Officer, and Stan Lucas, Sewer Supervisor, also joined the session.

- Matt reported that Muskingum County was not selected to receive the EDA Grant, will continue to look for other grants for Weber
- Don looks for the bids to be more aggressive for Weber, than they were for Licking View
- Matt said the Norwich exit is the most underdeveloped area and needs new sewer service
 - Stan said there are several leaks on the line
 - Commissioner Cameron would rather go ahead with the line and not wait for a business to sign on and wait for the grant money
 - Eric said there is ARPA money available
 - Matt said the area will pick up new customers and revenue with a new line

Licking View cost and possible grants were discussed.

Matt Abbott left at 3:10 p.m.

Eric Reed, Don Madden and Zack Forker left at 3:15 p.m.

Stan discussed the Fuch Trailer Park and the sewer tap fees. Stan will send the owner a letter.

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Discussion on an email received by Pam Davis from Shannon Bell, Rambo Executive Director.

The following legislation was now considered:

RESOLUTION 23-0066 approve pay increase for Shannon Bell, Rambo Executive Director, to \$67,000 per year according to the Rambo Board minutes of 01.10.2023. Pay increase will be effective 01.01.2023.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Discussion on a county wide Aggregate levy. Commissioner Cameron stated that Marlee Gibson, Board of Elections Director, had called Susan, Clerk, and said if there is not a primary, that the Commissioners would be responsible to pay for the Aggregate levy to be put on the May ballot. The levy would have to be submitted by February 1, 2023. Will be discussed further on Thursday 01.19.2023.

Commissioner Crooks mentioned the email from Shannon Bell, listing 3 names that she would recommend for Rambo Health Board.

The following legislation was now considered:

RESOLUTION 23-0067 reappoint Diana McCloy, Patty Tysinger and Corey Hamilton to the Rambo Memorial Health Center Board of Trustees with a term to commence January 01, 2023 and end on December 31, 2024. Requested by Shannon Bell, Executive Director of Rambo Memorial Health.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.


Roll call: Cameron, abstain; Bell, aye; Crooks, aye. Motion carried.

Commissioner Cameron reported she talked to Cindy Rodgers, Recorder, about the Recorder web site being down. Cindy Rodgers will put a notice on their website that it is temporarily down, but work can still be conducted in person at the Recorder's office.

With no further business being before the Board, the meeting was adjourned at approximately 4:28 p.m. on the motion of Commissioner Crooks and the second of Commissioner Bell.


Cindy S. Cameron


Melissa J. Bell


Mollie S. Crooks

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