

Minutes for January 20, 2022

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

RES 22-0073 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

Commissioner Porter moved to approve payroll, pending review.
Seconded by Commissioner Cameron.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

There was discussion regarding the progress of the Masonic Building demolition.

- Columbia Gas has confirmed that the Courthouse will lose gas for one day during demolition
- Commissioner Crooks reported that Cindy Baker of QCP offered the Third Street Parking lot, across from the American Legion, for County employees

The Commissioners confirmed the call with Sharon Parker from Genesis at 1:00 p.m. Friday and in-person meeting with Tim Schaffer at 2:00 p.m. Friday. Both will be held at the Courthouse Session Room.

Commissioner Crooks reported that she received a call from Stephanie Winland with the City.

- Stephanie is working with the displaced artists from the Masonic Building
 - There were 50 rental spaces in the Masonic Building
 - 48 were occupied
 - 31-32 were art related
 - Seven spaces for State Parole Board
- She inquired as to the status of 333 Putnam Avenue
- She asked Commissioner Crooks to a meeting that Bob Grayson facilitated
- Commissioner Cameron asked if they were wanting to buy, rent or asking the Commissioners to donate the use of the Putnam building
- Commissioner Porter would have no intention of giving it rent-free and reminded the Board that there was a resolution to sell 333 Putnam

Commissioner Porter reported that Brian Hill had called him to offer available space in the Muskingum Valley Educational Service Center building on Seventh Street, if there were County Offices that still needed space for relocation.

Commissioner Crooks reported that the first monthly meeting Storybook Christmas 2022 Meeting would be February 15; 9:15 a.m.

Minutes for January 20, 2022

The Commissioners reviewed an email from Flecto regarding a dehumidifier for the Adoption Center.

- Commissioner Porter would suggest viewing the dehumidifier at the Records Center

Shannon Bell from Rambo Health called the Clerk to ask about wage increase approval.

- She was told to send the proposal

The request from the Center for Seniors for wage increases was discussed.

- Commissioner Porter said Anthony Adornetto called him to ask how to respond to the employees
- Commissioner Porter told him they should go through the Director
- Commissioner Cameron had told the Center for Seniors that they should bring Kate, the new Director, and meet with the Commissioners

Eric Reed, came to present ARPA updates.

- Heroes Landing letter
 - Thank you was sent addressed to Commissioner Cameron at Commissioner Crooks home address
 - Eric called Evonne updated addresses for future mailings to the Commissioners
- Thrive Support
 - Eric responded by telling them we are not interested at this time
- Health Department
 - Erin asked about funding for additional Contact Tracers
 - Currently have 6-8 covered by regular staff
 - ODH funding for vaccine effort only
 - They have no current ask amount
 - Commissioner Porter asked if the “Contact Tracing” is even working
 - Commissioner Cameron suggested having a conversation with Corey
 - Have Corey contact the Clerk to set up a time to meet
- Mid-East CDL
 - Mid-East is in contract for a building with 11 acres for a training and testing facility
 - Will not meet with Mid-East again until clear deed to property; Eric will communicate that to them
- ARPA Report
 - Due January 31
 - Commissioners will need to decide whether to elect Standard Allowance
 - A one-time choice
 - Loss of Revenue re-calculated every year

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

It was decided that the Commissioners and staff will return to the Courthouse tomorrow morning.

Minutes for January 20, 2022

The following legislation was now considered:

RESOLUTION 22-0074 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 Peggy Taylor, Office Manager of Water/Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
AEP	3 Electric Accounts	\$1,868.41
City of Zanesville	1 Sewer Disposal Account	\$3,486.22
AEP	2 Electric Accounts	\$ 372.72
AEP	6 Electric Accounts	\$ 991.72

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 22-0075 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 Matthew J. Lutz, Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Various	Various	Various

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 22-0076 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the PY2020 & 2021 SUB- GRANT Agreement Amendment, requested by Julie Metzger, JFS.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 22-0077 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 Lucretia Frame, Records Coordinator.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Andrews Software	Onsite Training/New User License	\$274.38

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 22-0078 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>
Mid East Career & Technology Center	Robert Hill Truck Driver Training & License Fees	\$5,043.50

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

Minutes for January 20, 2022

RESOLUTION 22-0079 authorize the Muskingum County Engineer to utilize county employees and equipment, necessary materials, and needed rental equipment to perform highway maintenance, which includes highway, bridge and culvert related work by *force account*, in accordance with Sections 5543.19 and 117.16 of the Ohio Revised Code, for 2022. This request is for an annual period granting blanket authorization to the county engineer for various highway improvement and maintenance activities throughout Muskingum County. Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0080 the County Engineer has recommended a reduction in weight as prescribed by 5577.07RC.
Therefore, be it determined that the maximum weight of vehicle and load for motor vehicles as prescribed by law on improved highways and all other roads in the county, other than state highways, shall be and hereby is reduced by thirty per cent (30%) beginning January 25, 2022 and continuing through April 30, 2022. Requested by the Muskingum County Engineer, Mark Eicher.
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0081 accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for various bridges throughout Muskingum County as determined by Muskingum County Engineer Mark Eicher. This list is as follows:
SFN 6044263, Cass TR118, Schoolhouse Road *Revise Load Limit*
SFN 6054331, Wayne TR441, Clay Pike Road *Load Limit*
SFN 6032648, Salt Creek TR209, Okey Road *Revise Load Limit*
SFN 6045200, Jefferson TR706, Main Street *Load Limit*
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0082 approve the award of bid to Zemba Brothers, Inc. in the amount of \$85.00 per address for a three year agreement to run through December 31, 2025 for the pumping of 100 septic and surge tanks per year at various locations provided by the Muskingum County Sewer Department.
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0083 approve the establishment of new fund, number 096, which does *not* require approval of the State Auditor's Office, and line items as requested by Stephanie Neuhart, Business Manager, Muskingum County Board of DD

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	To account for Federal Funds received for IDEA-B Special Education
<u>Fund Number</u>	096
<u>Fund Name</u>	2022 IDEA-B Special Education Grant
<u>Department</u>	694- Starlight
<u>Award Amount</u>	\$33,792.63
<u>CFDA #</u>	84.027

Minutes for January 20, 2022

Grant Period July 1, 2021 – June 30, 2022
Grant Administrator Muskingum County Board of Developmental Disabilities
Matching N/A
Type Special Revenue Fund - Federal

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Federal Grant	096	000	409024
	Advance In	096	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Supplies	096	694	503001

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

RESOLUTION 22-0084 approve the establishment of new fund, number 097, which does *not* require approval of the State Auditor’s Office, and line items as requested by Stephanie Neuhart, Business Manager, Muskingum County Board of DD

ESTABLISH NEW FUND

Purpose of New Fund To account for Federal Funds received for IDEA Early Childhood Special Education

Fund Number 097
Fund Name 2022 IDEA Early Childhood Special Education Grant
Department 694 - Starlight
Award Amount \$4,683.18
CFDA # 84.173
Grant Period July 1, 2021 – June 30, 2022
Grant Administrator Muskingum County Board of Developmental Disabilities
Matching N/A
Type Special revenue Fund - Federal

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Federal Grant	097	000	409024
	Advance In	097	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Supplies	097	694	503001
	Advance Out	097	694	510001

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

RESOLUTION 22-0085 approve and authorize the ADVANCE of Funds from Fund 018 to Funds 096 and 097 for the Muskingum County Board of Developmental Disabilities as requested by Stephanie Neuhart, Business Manager, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
018-694-510001 Advance Out	096-000-414001 Advance In	\$33,792.63
018-694-510001 Advance Out	097-000-414001 Advance In	\$ 4,683.18

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

Minutes for January 20, 2022

RESOLUTION 22-0086 approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund 191 for the Muskingum County Community Development as requested by Kyle Dunn, Director, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-990-510001	191-000-414001	\$5,000.00

These funds will be returned when requested have been issued.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0087 WHEREAS, the Prosecuting Attorney is in need of a new case management software for the operation of the office; and

WHEREAS, Matrix Pointe Software, LLC has a proven track record of furnishing case management software to prosecutor's offices throughout the State of Ohio;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Muskingum, State of Ohio, that the Prosecuting Attorney is hereby authorized to enter into a Subscription License Agreement with Matrix Point Software, LLC, 30400 Detroit Road, Suite 400, Cleveland, Ohio 44145, a copy of said agreement is attached hereto.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0088 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, Muskingum County Job & Family Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Roger Touvell Heating & A/C	Various repairs & labor costs	\$2,239.70

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

There was discussion regarding the job posting for the Job and Family Services Director. Some changes were made for the posting and the following was then considered:

RESOLUTION 22-0089 approve the posting of the position of Director, Job & Family Services. 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.

There was discussion regarding Don Madden's request for wage increases and the following was considered:

RESOLUTION 22-0090 authorize a wage increase for Dave Danison and Glendon Deal of the Muskingum County Commissioners to be effective January 01, 2022, as follows:

Dave Danison	\$21.10/hourly
Glendon Deal	\$21.67/hourly

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Minutes for January 20, 2022

The Commissioners would like to discuss Don's other requests with him before making a decision.

There was discussion regarding a request from Jeff Jadwin, Director, for EMA wage increases and the following was considered:

RESOLUTION 22-0091 authorize Market Adjustment Wage Increase for Jeff Jadwin, Director and Travis Roach, Deputy Director, Muskingum County EMA, to be effective January 01, 2022, as follows:

Jeff Jadwin, Director \$23.76/hourly

Travis Roach, Deputy Director \$17.28/hourly

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Commissioner Cameron moved to approve the minutes of the January 10, 2022 session.

Commissioner Crooks seconded.

Vote was Crooks, aye; Porter, present; Cameron, aye. Motion carried.

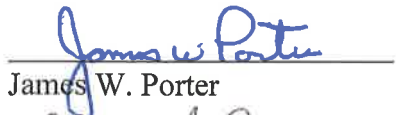
There was discussion regarding the January 13, 2022 minutes. The Clerk will make changes and present Monday.

Commissioner Cameron said she had asked the Mayor if the City would be charging the County for housing some inmates and or/for the food. He said he thinks they are doing okay and some of our deputies have been reporting to work at the City jail..

With no further business being before the Board, the meeting was adjourned at approximately 3:37 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.



Mollie S. Crooks



James W. Porter



Cindy S. Cameron