

Minutes for January 30, 2023

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

RES 23-0121 Meeting was called to order at 9:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Cameron, aye; Bell, absent at the time of voting, Crooks, aye. Motion carried.

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

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

RESOLUTION 23-0122 declare an Executive Session at 9:02 a.m. for the purpose of Employee Evaluations of the Muskingum County Commissioners. This session ended about 10:00 a.m.
Motion made by Commissioner Cameron, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, absent at the time of voting; Crooks, aye. Motion carried.

The following legislation was now considered:

RESOLUTION 23-0123 approve the decrease in Appropriations within Fund Number 034 requested by Crystal Brokaw, Clerk of Court Muskingum County Court follows:

DECREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Supplies & Other Expenses	034-442-503001	\$10,500.00

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

RESOLUTION 23-0124 approve the Supplemental Appropriation of Funds within Fund Number 092 (SD (Drug Court) Sub Gr22-23), for the Muskingum County Court, as requested by Crystal Brokaw, Clerk of Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	092-242-501002	\$ 7,200.00
PERS	092-242-502003	\$ 1,008.00
Medicare	092-242-502001	\$ 107.32
Program Expenses	092-242-504024	\$12,221.66

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

RESOLUTION 23-0125 approve the Supplemental Appropriation of Funds within Fund Number 063 (SD (Mental Health Court) Sub Gr 22-23), for the Muskingum County Court, as requested by Crystal Brokaw, Clerk of Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	063-242-501002	\$20,400.00
PERS	063-242-502003	\$ 2,856.00

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Medicare 063-242-502001 \$ 290.00
 Program Expenses 063-242-504024 \$ 1,493.20
 Motion made by Commissioner Crooks, seconded by Commissioner Bell.
 Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0126 approve the Supplemental Appropriation of Funds within Fund Number 095, for the Muskingum County Court, as requested by Crystal Brokaw, Clerk of Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Program Expenses	095-242-504024	\$8,064.00

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

RESOLUTION 23-0127 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 Commissioner's office.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
County Treasurer	Real Estate Tax Bill 2022-var bills	\$336.00
County Treasurer	Real Estate Tax Bill 2022-var bills	\$593.18

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

RESOLUTION 23-0128 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 Matthew J. Lutz, Sheriff of Muskingum County.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
OPOTA	Det. Howe, Cellphone & Social	\$ 900.00
	Media Data Exp. Course	
OPOTA	Sgt. Brewer, subject Control	\$1,000.00
	Instructor Course	

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

RESOLUTION 23-0129 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 Muskingum County Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
The American Light	Rotary Switch	\$102.26
AT&T	Various Accounts	\$ 3.60

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

RESOLUTION 23-0130 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 6031110, CR 45, Cutler Lake Road-Load Limit
 SFN 6039324, CR 71, Coopermill Road- Load Limit

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SFN 6033075, CR 63, High Freeland Road- Revise Load Limit

SFN 6038654, CR 145, Perine Road- Load Limit

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0131 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 Tom Smith, Fiscal Supervisor of Muskingum County Job & Family Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Gabriel Brothers	L.Corder Uniform Clothes	\$138.91

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0132 approve the payment of the Eastern Ohio Development Alliance (EODA) Membership Dues for 2023, in the amount of \$200.00. Requested by Beth Iden, Deputy Clerk.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0133 authorizes the advertisement of bids for the Water Main Extensions to VIRGINIA RIDGE ROAD, IRISH RIDGE ROAD, DUNCAN RUN ROAD, BUTTERBEAN RIDGE ROAD, OLD RIVER ROAD, BACK RUN ROAD, AND SHADY LANE, in the *Zanesville Times Recorder* on February 03, 2023 with a bid opening on February 23, 2023 at 11:00 am in the Muskingum County Commissioners office.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0134 approve and authorize the establishment of the following Non-Rewards credit card with an annual limit of \$20,000 for the Muskingum County Prosecutor's Office.

ALSO, BE IT RESOLVED, to approve and sign the application for such credit card and

AND ALSO, BE IT RESOLVED, to sign the County Credit Card Cardholder

Acknowledgement.

<u>Name of Vendor</u>	<u>Number of Cards</u>	<u>Authorized Signors</u>
The Community Bank	2	Sacha Daniels Ron Welch

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Robert Moore, IT Director, came to meet with the Commissioners to discuss Multi-Factored Authentication with all muskingumcounty.org emails.

- All agreed and gave Robert the go-ahead

There was continued discussion regarding Courthouse lighting.

- Robert said the process needs to get started
 - Between bidding and shipping of product it could be far into summer or fall before we receive the product

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- It was suggested that the bid be priced out in sections and then the Board can decide what to do this year according to cost
 - Mark Zanghi and Robert Moore will prepare bid specs

Pam Davis, Human Resources and Kenzie Hill, Benefits Specialist, came to discuss some of the changes that have been made by the addition of TruData Rx.

- It was agreed to allow Easy Max test strips be purchased for the co-pay
 - These were previously free if the employee participated in the Diabetic Disease Program which is no longer offered

There was much discussion regarding 40 hour work weeks

- Would it be beneficial to offer employees the option to work four – ten hour days, provided that the office is always open and adequately covered
 - Pam pointed out that two 15 minutes breaks are required each day
 - However, a lunch break is not required
- There was also discussion regarding giving full-time employees their Birthday off
 - More discussion to follow

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

Eric Reed, came to update the Commissioners on the ARPA funds.

- Avondale
 - Fund 151 paperwork is completed for the Window Replacement Project
 - February 6 – Pre-bid meeting
 - HVAC materials are having long lead times
 - Pat Kelly said he would have the bid documents by February 16 for the HVAC and generator
- The following was now considered:

RESOLUTION 23-0135 approve the Supplemental Appropriation of Funds within fund number 047, for the Muskingum County Commissioners, as requested by Eric Reed, ARPA Compliance Officer.

Supplemental Appropriations:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
047-102-503022	Pass Thru Grants (Muskingum County Literacy Council Award)	\$5,000

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0136 declare an Executive Session at 1:46 a.m. for the purpose of Employee Evaluations of the Muskingum County Commissioners. This session ended about 2:03 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

Bishop David Parker, Budget and Finance Chair of the Ohio District Council came in with Kyle Dunn, Muskingum County Community Development Director. Ohio District Council owns Hallowed Hills Campground and is asking for submission for CDBG grant funding. They are

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currently working with Pastor Ed Schwartz of Trulight Ministries to allow overnight stays at the Hallowed Hills facility.

They would also like to look forward to having transitional housing.

The Commissioners had several questions:

- Do they have funding for continued maintenance
- How will they maintain control? Will there be security/management?
 - Bishop Parker said there will be LED lighting
 - Supervision and security
 - Cameras
 - Fencing
- Is the intent to serve Muskingum County and not advertising as a “Homeless Camp”?
 - The purpose is to get people back on their feet with a mind to work
- What is the budget?
 - Contractors are working on quotes now

The Commissioners will discuss further and take under consideration.

Judge Maria Kalis, Wendy Roush, Jason Baughman, Lucretia Frame, Robert Moore and Scott Lee all gathered with the Commissioners at Judge Kalis’ request to discuss some maintenance issues with the Board.

- Elevator
 - Someone got stuck and the call box number went directly to Schindler, the elevator company
 - That has been resolved and the call now goes directly to Sheriff dispatch
- HVAC
 - They have problems with the building staying warm enough
 - Scott said new controls have been ordered
- Roof Leak
 - Scott is trying to stay on top of that
 - He says it is sometimes hard to find the spot that is leaking because of the composition of the roof
- Duct work and Carpet Cleaned
 - The Board okayed, but asked if new flooring should be considered
 - Flooring is original and over 20 years old

Commissioner Crooks reported that she talked with Ashley Cook at the Chamber of Commerce regarding the lighting of the Courthouse.

- Russ Nelson will look at the Courthouse in regard to lighting

Kyle Dunn, Community Development Director, came back in to discuss the ODC request for application to CDBG.

- He feels like the process with ODC is being rushed because there are no solid details or amounts regarding the proposed project
 - Kyle would suggest perhaps waiting until the next grant cycle to apply
 - Kyle will contact Bishop Parker

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Andy Roberts, Planning Commission Director, sent information regarding Board Members and their terms.

Robert Moore, IT Director, came in to ask about the flooring in his department in the Hixson Building. He was also told to get estimates for new flooring.

There was further discussion regarding the Brush Creek Township concern regarding the trash dumping.

- Commissioner Crooks reported on the Health Department's response regarding dumpsters being made available to the individual, for the trash
- There was also discussion regarding a County Clean-Up Day, involving the Townships
- Commissioner Cameron reported that Michael Reiter stopped in last week to talk about Collection Days
 - Michael said that Appliance Day Drop-Off at OUZ last year was difficult. He believes it will work out fine at our Recycling Center
- Commissioner Bell agreed to call the resident affected by the trash dumping and explain his options

Commissioner Bell will also follow up with Mr. Heckmann regarding his request for a Fourth of July event near the Homestead on Old Raiders Road.

After further discussion and information received that there will not be State legislation on the May ballot, it was agreed to not file the electric and natural gas aggregation for the May ballot.

Commissioner Crooks moved to approve the minutes of the 01.19.2023 session. Commissioner Bell seconded.

Vote was Cameron, aye; Bell, aye; Crooks, aye.

Motion carried.

Commissioner Bell moved to approve the minutes of the 01.23.2023 session. Commissioner Crooks seconded.

Vote was Cameron, aye; Bell, aye; Crooks, aye.

Motion carried.

Commissioner Crooks moved to approve the minutes of the 01.26.2023 session. Commissioner Bell seconded.

Vote was Cameron, aye; Bell, aye; Crooks, aye.

Motion carried.


Commissioner Cameron reported a call concerning the Adamsville Road landfill.

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With no further business being before the Board, the meeting was adjourned at approximately 5:15 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.