

Minutes for January 31, 2022

Commissioners Present: Crooks, Porter
Staff Present: Beth Iden

RES 22-0110 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.
Vote was Crooks, aye; Porter, aye; Cameron, absent. Motion carried.

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

Commissioner Porter discussed Todd Hixson, Treasurer, request regarding moving back to the Courthouse.

- Robert Moore, IT, suggested moving each office back gradually
- IT wants to make sure each office's equipment will work properly
- Scott Lee, Maintenance Supervisor, cautions bringing everyone back at once because of parking issues
- Parking is available at the QCP lot on 3rd Street and the City lot on 3rd Street
- Commissioner Porter feels the construction companies should reimburse the County for use of the Soldiers & Sailors lot
- Lot that is being leased to the County for parking
- Commissioner Porter thinks the County should get reimbursed and that it be passed on to the County employees that pay for parking every month

The clerk will respond to the Treasurer on moving back in to their office.

Commissioner Crooks will send an email to elected officials on when to move back to the Courthouse.

- All moving needs to be coordinated through Robert Moore, IT and Scott Lee, Maintenance Supervisor
- Each office is working efficiently where they are right now
- Kyle Dunn, Community Development, will be moved back today

The clerk responded to Ron Welch's email asking to come in to see the Commissioners.

- Ron Welch replied back that he would have to reschedule for another day.

Commissioner Crooks asked if the email about Bob Grayson, had been previously discussed.

- Mr. Grayson is the liason for the businesses that occupied the Masonic Temple building
- He sounded interested in the property at 333 Putnam Avenue
- Commissioner Porter said that Mark Zanghi will proceed with advertising to sell
- Commissioner Porter is not interested in leasing the building

Commissioner Crooks understood that Kelly Ashby came in to see the Commissioners on Thursday.

- Commissioner Porter said that Captain Page called him upset and he reported that to Kelly

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- Captain feels he is in the dark regarding the captain trainee
- He did not agree with the schedule that Kelly gave him and will have to make changes
- Kelly said she had found a captain for this year, but it was not the one that Captain Page had been training

The Commissioners discussed a letter from Don Madden concerning possible pay raises for 2 water department employees.

- Commissioners will discuss when Don Madden and all 3 Commissioners are present

RESOLUTION 22-0111 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 Jason Baughman, Chief Building Official.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| Reserve Account | Postage | \$186.43 |

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 22-0112 approve the line item transfer of monies within Fund Number 001 as requested by Jason Baughman, Chief Building Official, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|-------------------------|------------------------------|---------------|
| 001-456-501002-Salaries | 001-456-507001-Misc Expenses | \$2,772.94 |

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 22-0113 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> |
|----------------------------|-------------------------------|---------------|
| PNC | Jeremy Archer-Clothing | \$ 171.96 |
| PNC | Kennel/Puppy food | \$ 71.98 |
| PNC | Harness K9 | \$ 9.95 |
| Zemba Bros, Inc | Restrtn Unit | \$ 85.00 |
| PNC | Chris Merry-Basic Inst School | \$ 375.00 |
| Thomas Reuters | Wes Publishing Corp | \$1,235.52 |
| Ohio Health-Riverside Hosp | Inmate Chiron Cottrell | \$ 222.17 |
| Riverside Radiology | Inmate Terry Waller | \$ 292.25 |
| Community Ambulance | Inmate Thomas Spangler Jr | \$ 128.00 |
| Community Ambulance | Inmate Donald Saum | \$ 303.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

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RESOLUTION 22-0114 approve the Supplemental Appropriation of Funds within Fund Number 077, for the Muskingum County Sheriffs Department, as requested by Matthew J. Lutz, Sheriff.

SUPPLEMENTAL APPROPRIATION OF FUNDS

| <u>Description</u> | <u>Account Code</u> | <u>Amount</u> |
|----------------------------|---------------------|---------------|
| Law Enforcement Trust Fund | 077-458-503032 | \$80,000.00 |

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 22-0115 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 Sewer Department.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|----------------------|---------------|
| AEP | 14 Electric Accounts | \$2,294.82 |

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 22-0116 sign Change Order Number 1 for the Muskingum County Water Systems, New Well Number Seven with Downing Construction Company, Inc. This change order is a deduction for a cost savings with main line waterline pipe. Requested by Don Madden, Projects Manager.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 22-0117 sign Change Order Number 2 for the Muskingum County Water Systems, New Well Number Seven with Downing Construction Company, Inc. This change order is an additional cost for a new 16 inch valve in the main waterline, this valve will facilitate future well field expansion. Requested by Don Madden, Projects Manager

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Commissioner Porter moved to approve payroll. Seconded by Commissioner Crooks.

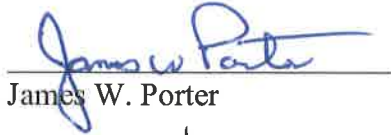
Vote was Crooks, aye; Porter, aye; Cameron, absent. Motion carried

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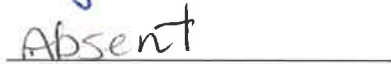
With no further business being before the Board, the meeting was adjourned at approximately 10:50 a.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.



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.