

Minutes for February 01, 2021

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

RES 21-0117 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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

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

Commissioner Porter reported that he talked with Andy Roberts, GIS, and Andy informed him that GIS 911 Mapping cannot share funds with the 911 Fund.

Commissioner Porter moved to approve the minutes of the January 28, 2021 session, with changes. Commissioner Cameron seconded.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

The following legislation was now considered:

RESOLUTION 21-0118 allow EMA to Carry-Over funds from 2020 in Fund 130 to be used for 2021 expenditures.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 21-0119 approve the payment of invoices incurred in 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Sheriff Matthew Lutz.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Verizon	Dec – January	\$3,677.16
Ohio Calibration Laboratories	Repair	\$ 50.00

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

RESOLUTION 21-0120 approve and authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Ford Motor Credit Company Municipal Finance Application Lease for Schedule Number 7251214 for the lease of five 2021 Ford Police Interceptor Utility vehicles to be used by the Muskingum County Sheriff's Office. The lease is for a three year term.

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

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RESOLUTION 21-0121 approve the payment of invoices incurred in 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk, Muskingum County Commissioners.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Onix	Voice Starter	\$ 13.66
Allegra	Insurance Office Letterhead	\$154.86

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-0122 approve the establishment of new fund, number 155, which does *not* require approval of the State Auditor's Office, and line items as requested by Sheila Samson, Director, Muskingum County Community Development.

ESTABLISH NEW FUND

Purpose of New Fund To reflect the financial activity for the purpose of repairing or replacing failing home sewage systems.

<u>Fund Number</u>	155
<u>Fund Name</u>	2020 HSTS
<u>Department</u>	375
<u>Award Amount</u>	\$150,000.00
<u>Grant #</u>	HS390060-0037
<u>Grant Period</u>	April 1, 2020 through November 30, 2021
<u>Grant Administrator</u>	Sheila Samson
<u>Matching</u>	None
<u>Type</u>	Special Revenue

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	WPCLF	155	400	55555
	Private Funds	155	200	00001

Expenditures:	Description	Fund	Dept.	Account Code
	Contractual Services	155	375	50112

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0123 approve the payment of invoices incurred in 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Peggy Taylor, Muskingum County Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Sands Decker	Maysville Avenue Improvements	\$1,050.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 21-0124 approve the Supplemental Appropriation of Funds within Fund Number 182, for the Muskingum County Water Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Roseville Contingency	182-373-504999	\$7,605.05

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0125 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the State of Ohio Public Employment Risk Reduction Program **PWRE**– Form 300AP, for the year 2020, as requested by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Scott Lee, Facilities Superintendent, came to discuss his 2021 budget.

- Items added to this year's budget
 - Freight Elevator at the Hixson Building
 - Air Conditioner in Computer Network Room
 - Water Tower at Child Support
- Has figured 3% salary increases
 - Estimates overtime, never know for sure
- Looking at future for updates to Courthouse elevator

The Commissioners had a phone call with Cindy Rodgers, Recorder, regarding her 2021 budget.

- She's budgets a 5% in her salary line item, but follows the Commissioners' recommendation for percentage increase for individual staff
 - When she figures a larger increase, that allows for shortages in insurance, PERS, etc
- She will be replacing an employee sometime this year, probably when COVID subsides
- Office Update:
 - 1508 additional recordings than 2019
 - Additional \$164,811.80 than 2019
 - E-recordings at 17.85%
 - Military discharges
 - Less recorded and fewer cards issued in 2020
 - Purchased a new phone system in 2020

Corrie Marple, Records Manager, came to talk with the Commissioners regarding a discrepancy with RDT invoice and the amount agreed upon.

- Commissioners approved and purchase order opened for \$173,415
- Invoice for \$194,019
- Corrie is to coordinate a virtual meeting with RDT

Commissioner Porter asked how much COVID money is left in the General Fund.

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- A call was placed to Mike Babcock
- On December 29, \$964,327.04 was put in the General Fund
 - No longer COVID money, but we are to track, Auditor is not
- Perry Township Fire Department has asked if the County could help in the replacing of a heater for their filter system
 - \$9,000+
- Also, with an extraction machine
 - \$12,000+
- It is Commissioner Porter's belief that if we can give \$10,000 to businesses who never shut their doors, he would like for the Board to come up with a way to support Perry Fire Department
- Jeff Jadwin said there could be some additional COVID money that may be available through a program to apply for the extraction machine
- Some squads took advantage of the COVID money through their Townships
- Commissioner Porter would like to propose some type of funding for each Fire Department
 - Directly to the Fire Departments from the Commissioners; not through EMA
 - Same amount to each Department
 - Commissioner Crooks would like to see lists of costs and how related/affected by COVID
- There are 14 Fire Squads in Muskingum County, not including Zanesville City
- Commissioner Crooks sent an email to the Assistant Prosecutor for guidance in how to handle this money now that it is General Fund monies.
- Commissioner Porter would not be in favor of eliminating the Department if they previously received CARES money

Commissioner Porter reported that he received another text from Mr. Hill regarding the Zanesville Historical Apartments, giving him an update on their housing situation.

- Commissioner Cameron reported that the Mayor said that anyone living there legally, would be housed in an apartment on SR40 West and would have the chance to move back or stay in the apartment, after renovations completed
- Commissioner Cameron gave Commissioner Porter Ann Hollingsworth' phone number. She may be able to help.

Commissioner Porter brought the Board's attention to HB665 regarding County Fairs.

- It states that the Fair is to not have more debt than income for the last three fairs
- If Agricultural Society does not hold fair, the Commissioners' Board is not required to pay any contributions

There was discussion regarding an email from Jamie McConnell, 4-H Educator, asking for the Commissioners to participate in a 4-H video.

- All agreed to do it together
 - Due February 12

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Commissioner Crooks reported that a Volunteer at the Dog Warden Facility asked about gravel for the driveway.

- Maintenance took care of it

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

Commissioner Porter reported that there are 14 Muskingum County Fire Departments.

- Wouldn't be interested in Zanesville City
 - The City received their own COVID money that they could have given their City Fire Departments

The Commissioners worked on the 2021 General Fund Budget.

There was continued discussion regarding funding of Fire Departments with the remaining COVID funds now in County General, following the guidelines, for safety expenses.

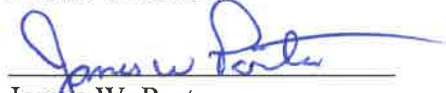
- Commissioner Porter would like to be able to give Perry Township an answer at their meeting tonight
- Commissioner Porter proposed that the Departments submit their proof of need - up to \$20,000.
- Commissioner Cameron asked if Perry Fire Department requested COVID money from their Township when made available
- Commissioners Cameron and Crooks agreed that the Board should follow legal council's opinion
 - The Board has not heard back from Mark Zanghi at this point of the day.
- Commissioner Cameron said she would be in favor if it can be done legally
- Commissioner Cameron said that if Perry Township returned COVID money, the County has it

A call was placed to Mark Zanghi, Assistant Prosecutor. He had just left the office and said he would follow up tomorrow.

There was continued discussion.

With no further business being before the Board, the meeting was adjourned at approximately 4:27 p.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.


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.