

Minutes for February 02, 2023

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

RES 23-0137 Meeting was called to order at 10:33 a.m. on the motion of Commissioner Bell and the second of Commissioner Crooks.
Vote was Cameron, aye; Bell, aye, Crooks, aye. Motion carried.

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

The Commissioners attended the State Auditors' Pre-Audit meeting at 9:30 a.m.

Mark Zanghi, Assistant Prosecutor, updated the Commissioners on the OSU Extension lease discussions. He has requested an Attorney General's opinion and will keep the Commissioners updated.

The following legislation was now considered:

RESOLUTION 23-0138 authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the County of Muskingum, Ohio. Requested by Kyle Dunn, Director of Community Development.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0139 approve the line item transfer of monies within Fund Number 001 as requested by Matthew J. Lutz, Sheriff, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-458-501002-Salaries	001-999-510002-General Fund Trans. Out	\$15,700.00
001-458-502001-Medicare	001-999-510002-General Fund Trans. Out	\$ 1,100.00
001-458-502004-Insurance	001-999-510002-General Fund Trans. Out	\$26,000.00

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002-Gen Fund Trans Out	031-000-414002-Drug Inter. Trans In	\$42,800.00

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

RESOLUTION 23-0140 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 Shannon Bell, Director of Rambo Memorial Health.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Northside Oxygen	Oxygen Concentrator Service	\$750.00

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

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RESOLUTION 23-0141 authorize Laura Morrison, Tammy Swingle, Briann Wooley, Megan Walker, Tanya Theisen & James Evans to travel to Cherry Valley Hotel for the 2023 Ohio Council on Welfare Fraud (OCOWF) Annual Training Conference March 23rd-March 24th, 2023.

Estimated cost:\$550.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0142 authorize Muskingum County Engineer office to sell a JRB Style Grapple Rake for Case 621 Loader, Model WL3.5GRK-108, Serial Number 237430-1 for \$15,000. The equipment is no longer needed by the Engineer's Office and would assist the City with their maintenance.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0143 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 Maria Kalis, Judge of Muskingum County Domestic Court.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
CDW	I pad Pro Case/Keyboard	\$178.11

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0144 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>
Galls	2 Castillo Trouser S53	\$171.00
Galls	3 Castillo Trouser S14	\$256.50
Galls	2 Castillo Trouser S53	\$171.00
Galls	2 Castillo Trouser S9	\$171.00
Galls	Alpha Elite Carrier S73-Partial	\$843.58

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0145 approve the Supplemental Appropriation of Funds within Fund Number 009 & 112, for the Muskingum County Engineer's Office, as requested by Mark Eicher, County Engineer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equip & Maintenance (new/used equip purchase)	009-368-506001	\$197,000.00
Contractual Services (Eco Parkway Resurfacing)	112-368-506051	\$428,339.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

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RESOLUTION 23-0146 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 Officer.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
MCJFS	Dec 2022 RESEA RMS Costs	\$5,084.16
MCJFS	Dec 2022 WIOA Youth Admin Rms	\$4,851.97
MCJFS	Dec 2022 WIOA Youth in school Rms	\$3,233.33
MCJFS	Dec 2022 WIOA Youth out of school Rms	\$1,618.64
MCJFS	Dec 2022 WIOA Adult RMS	\$4,851.97
MCJFS	Dec 2022 WIOA Dislocated Worker Rms	\$1,618.64

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-0147 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

Purpose of New Fund

This fund is for the implementation and administration of Development and Fair Housing.

<u>Fund Number</u>	187
<u>Fund Name</u>	PY22 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>	N/A

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 & Reimbursement	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 Compensation	187	375	502009
	Supplies & Other Expenses	187	375	503001
	CORSA	187	375	504141
	Village of S. Zanesville 1	187	375	504213
	Village of S. Zanesville 2	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 Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-0148 WHEREAS The Board of County Commissioners of Muskingum County, Ohio entered into a loan agreement with the Muskingum County Agricultural Society in December of 2002 whereby Muskingum County would provide funding for fairgrounds improvements; and

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WHEREAS the loan agreement provided for a 20 (twenty) year repayment schedule consisting of semi-annual payments due on June 1st and December 1st commencing in 2003 for a total of 40 (forty) payments; and

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Muskingum County, Ohio, hereby authorizes the forgiveness of the outstanding balance of the loan agreement.

Motion made by Commissioner Cameron and Commissioner Bell seconded the Resolution and the roll being called upon its adoption, the vote resulted as follows:

Cameron: aye Bell: aye Crooks: not voting

Motion carried

RESOLUTION 23-0149 approve the 2023 CLCCA Membership. The CLCCA Board voted to reduce the renewal dues to \$125 for current professional members for 2023 due to all the meetings being held virtually last year.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0150 Rescind Resolution 23-0099 dated 01.23.2023, Requested by, Robert Moore, Director for Information Services Office.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-0151 approve the execution of the contract by and between the Board of County Commissioners of Muskingum County, Ohio and the Zanesville-Muskingum County Health Department for the services of the Muskingum County Information Services department at a rate of \$5,500 per month payable in four quarterly payments of \$16,500 each. The term of this contract is twelve (12) months effective from January 1, 2023.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RIGHT OF WAY SIGNED:

AT&T/ Bill Green-Zanesville

Salt Creek & Union Township-Sundale Rd

Replace damaged phone cable-Underground

Start Date: ASAP; Completion Date: 05.05.2023

Commissioner Cameron said that Mark Eicher, Engineer called her to ask if the Commissioners had agreed to pay for his new trucks up front and then he would pay back over three years like last time.

- He can get five trucks from Fida that may cost just a little more, but can have them by November. If he goes with the other company, it could be April of 2024 before he gets them.

Pam Davis, Human Resources, came to report that she talked with Jeff Stankunus, CORSA Legal Counsel, regarding granting employees their Birthday off and the effect on Bargaining Unit policies.

- Jeff referenced ORC 325.19

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- If it is decided to adopt this policy, it would most likely have wording similar to the resolution for the annual increases

Commissioner Cameron mentioned to Pam that she has noticed the extra hours that Pam and Kenzie are working to keep up.

- Pam would agree that it would be helpful to have a part-time person in HR and Insurance

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

Eric Reed, ARPA Compliance Officer, came to update the Commissioners.

- Avondale
 - Funds 151 and 147 are established and ready for payment when the projects are completed
 - Eric will be attending the pre-bid meeting Monday
- Clean Face
 - Eric has met with Jeremy Davis
 - He is still waiting on Mechanical Engineering Proposals (MEP)

Commissioner Bell placed a call to the Brush Creek resident with the trash dumping issues. She presented him the options for clean up.

- The County is looking to promote a County Clean-up Day involving the Township Trustees
- The Health Department will provide a dumpster to put all of the trash in, but he would have to load it himself
 - The resident is not able to load the dumpster himself, and declined this offer

The date of Thursday, March 30 was confirmed with DLZ to meet at their office for lunch and a tour.

Commissioner Cameron said that Robert Moore, IT Director, told her that a representative from a local company had stopped in to look at the Courthouse to see what was needed.

- Robert is not even sure what we want or need at this point
- Kelly Ashby had sent a message to the Commissioners suggesting that someone talk to the folks in Cambridge about their Courthouse lights
 - Commissioner Bell had told Kelly that she would talk to the person in Cambridge about the lights
 - Commissioner Crooks said that she had started with this light project and would like to continue with it. She also knows Joel from AVC from working with him before. She is also on the Storybook Christmas Committee. She would prefer to continue the work on the lighting.

Pam Davis, Human Resources came back in to update the Board on offering employees their Birthday off.

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- According to legal council it is okay to require the employee to take their “Birthday” day during the month of their birthday.

A call was returned to Michael Heckmann who says he is in the process of purchasing the Homestead in Dresden, under Hecker, Inc.

- He explained some of the activities and plans when he purchases the property

Judges Cottrill, Rankin and Martin came to talk with the Commissioners regarding security and the following was considered:


RESOLUTION 23-0152 declare an Executive Session at 3:15 p.m. for the purpose of discussing a Security Matter of Muskingum County. This session ended about 4:00 p.m.
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

The minutes of the January 30, 2023 session were reviewed. Commissioner Crooks moved to approve the minutes and Commissioner Bell seconded.
Vote was Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

With no further business being before the Board, the meeting was adjourned at approximately 4:20 p.m. on the motion of Commissioner Bell and the second of Commissioner Crooks.


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.