

Minutes for February 08, 2021

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

RES 21-0142 Meeting was called to order at 9:59 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.

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

Commissioner Cameron moved to approve the payment of bills, pending review.

Seconded by Commissioner Porter .

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

Sheriff Lutz came to meet with the Commissioners and the following resolution was considered:

RESOLUTION 21-0143 declare an Executive Session at 9:59 a.m. for the purpose of discussing a Personnel Matter of the Muskingum County Sheriff's Office/Dog Warden. This session ended about 10:25 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Sheriff Lutz also discussed lease versus purchase of the deputy cruisers.

- It would take more to pay them off this year to catch up
- Then would be \$13,000 cheaper per year if purchased rather than leased
- There are no tax advantages to leasing
- Sheriff is fine with however the Commissioners would choose to proceed; he has no preference

The Sheriff reported that Pat Kelly called him asking what was going on with the wiring for cable and phones for the new Dog Warden facility.

- It's on hold for now until a price is determined
- Pat Kelly has introduced the option of fiber optic
- Commissioner Cameron said she had told Robert, because he had come in; she also copied Jim and Mollie on that correspondence
 - That's what the Sheriff wanted her to do

Dave Connelly with RDT and Corrie Marple, Records Department, came in to discuss the shelving cost at the Records Center.

- There was no "contract" because the agreement was a GSA contract between the Federal Government and the manufacturer
- The discount would have only been applied if the entire project presented was purchased
- There was also added expense of a purchase from an outside vendor of shelving services
 - Added cost to remove boxes from shelving and existing shelving and dispose
 - Also, reloading shelving after new shelving installed
 - \$194,019.00 was the actual cost presented at the last presentation by RDT

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- \$173,415 came from the August proposal but increased box capacity was added to that proposal

The following legislation was considered:

RESOLUTION 20-0144 approve to amend Resolution 20-0926 dated October 15, 2020, in the amount of \$20,604.00 for a total of \$194,019.00 for shelving at the Muskingum County Records Center.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Mr. Connelly said that Phase III pricing will not go up.

Mark Zanghi, Assistant Prosecutor, came to talk with the Commissioners about funding townships and fire departments.

- Regarding the fire departments he addressed specifically the statute
- In searching the CCAO website, the County Handbook has not been updated and he is not finding information like he'd like
- Can money be funneled through EMA to fire departments that apply
- The money, \$964,327.04, that was retained for Sheriff salaries was not transferred
 - The money is no longer considered COVID money
 - Are there restrictions
 - General Fund restrictions
- Even though not considered COVID, still keeping track of expenditures
- Why not place that money in a separate account to be used for COVID expenses
- Mark will ask CCAO to update handbook to outline outside organizations
- Mark believes it may be okay for fire departments to be funded through EMA to be used for certain purposes
- Mark will continue to research

There was discussion regarding the minutes of the February 04, 2021 session.

There were requests for changes.

The Clerk will watch the video for clarity.

Commissioner Cameron was told that the mall is charging \$4,000 a month, as well as utilities and taxes for the use of the old Elder Beerman store for COVID vaccines.

Commissioner Porter asked about the upcoming Gun Show.

- Are they turning their back to it

Commissioner Crooks said Jamie from the Extension Office will be doing her meeting virtually Thursday so one of the office staff will do the Commissioners' video.

Don Madden, Project Manager and Stan Lucas, Sewer Department Manager, came to talk with the Commissioners.

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Stan said he had been contacted by Commissioner Porter regarding Perry Township's request to sewer East Lawn Circle and a portion of Boggs Road.

- Estimate for project \$652,800
- 36 taps at \$174,600
- \$18,000 annual revenue
- The cost could be subject to change based on the engineer's figures

Commissioner Porter wanted to make clear that the request was from the Perry Township Trustees, not the Commissioners.

Commissioner Porter will share this information with the Trustees.

Stan reported that Gary Williams with the County Engineer's office has started design for Licking View.

- Stan asked if the Board would be okay with him also designing the storm sewer for the Township
- Commissioner Porter is okay for them to design, but has no interest in paying for construction of storm sewer. That would be the County's contribution to the Township for the Licking View project
- Stan believes there should an agreement with Falls Township before the project is started
- Stan will talk with Falls Township again

The following resolution was now considered:

RESOLUTION 21-0153 declare an Executive Session at 1:42 p.m. for the purpose of discussing Pending Litigation of the Muskingum County Water Department. This session ended about 1:55 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Commissioner Porter asked for the Courthouse to be green the week of February 14 in recognition of 4-H Kickoff week in Muskingum County.

- Also to fly the 4-H flag on the Courthouse lawn that week

The following legislation was now considered:

RESOLUTION 21-0145 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 Tom Smith Fiscal Supervisor, Muskingum County Job and Family Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
MCJFS	CSEA Share Dec 2020	\$31,081.18
MCJFS	WIOA Adult RMS Dec 2020	\$11,793.65
MCJFS	WIOA Dislocated Wrkr Dec 2020	\$ 5,894.86
MCJFS	WIOA Youth Admin Dec 2020	\$ 1,361.27
MCJFS	WIOA Youth In School Dec 2020	\$ 1,361.27
MCJFS	WIOA Youth Out of School Dec 2020	\$ 1,361.27
Cincinnati Bell	CSEA December	\$ 1,328.59

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Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0146 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, Office Manager, Muskingum County Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Musk Co Treasurer	December Credit Card Fees	\$387.52

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-0147 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, Office Manager, Muskingum County Water Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Musk Co Treasurer	December Credit Card Fees	\$387.52

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0148 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>
Staples	Labels	\$41.99

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-0149 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>
Image Computer	Onsite – Knox PC	\$180.00
Image Computer	Remote-Welker PC	\$ 40.00
Image Computer	Remote-Hambel PC	\$ 40.00
Image Computer	New PC Install	\$140.00
Image Computer	Tyler Mapping	\$120.00
Image Computer	Onsite-Printer	\$ 80.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0150 approve payment of renewal of Fieldhouse Corporate Membership 2021 in the amount of \$1,000.00. Presented by Pam Davis, Human Resources. Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0151 approve the fund to fund transfer of monies for the Muskingum County Court as requested by Alma Tennent, Clerk, as follows:

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FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002 General	092-000-414002 Sp Dky Pay Sub Gr(20-21)	\$2,614.26

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-0152 approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund for the Muskingum County Community Development as requested by Sheila Samson, Director, Muskingum County Community Development, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-000-101000	191-000-414001	\$10,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

Commissioner Crooks reported that she followed up with Mayor Mason regarding the Joint Solid Waste Policy Committee members and the Building Department Contract.

- He will come in Thursday, 11th; 2:00 p.m.

Commissioner Crooks reported that Deputy Hanning, Courthouse Security, asked about a purse locker for visitors.

- Purses are no longer permitted in the Courtroom
- Commissioner Cameron suggested that they be kept at the Court since it is their rule
- Is it both Courts
- Is it any size purse
- Are visitors told ahead of time they cannot bring a purse

Commissioner Crooks referred to an email from Lori Overmyer regarding the Clay City Heritage Center.

- Private, non-profit
- Promotion of tourism
- Commissioner Crooks will schedule a meeting with the Commissioners

The Commissioners continued work on the 2021 Budget.

- Based on what Mark Zanghi said today, Commissioner Porter again proposed giving EMA \$280,000 in the Disaster Services line to give each County Fire Department \$20,000
- Commissioner Cameron asked if she understands that he wouldn't require question or application for what they would be using it for...just give it to them
 - Yes
- She would be in favor of giving the EMA some money and the fire departments and townships reaching out to say what they would be doing with it, but not just mailing them a check
- Commissioner Porter asked how are we going to give townships money, he didn't think we could do that according to Mark's email

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- Commissioner Cameron said Thursday when she asked Mark he said that we could
- She understood Mark to say because the township roads are in the County Highway System and the Engineer is responsible for the County Highway System
- Commissioner Porter said as far as he understands we cannot give the townships money, other than putting it in EMA and letting them give it to them...what is the difference
- Commissioner Crooks said she didn't think we could run the townships through EMA
- Commissioner Porter said anything goes with EMA because they're a government entity and no questions asked
- Commissioner Cameron thought Mark said they're still within the guidelines and she asked if they could do a little application and Commissioner Porter said they are well aware of the guidelines and what they can use the money for and what they can't
- Commissioner Porter's point was that he can guarantee they'll spend the money on COVID related equipment

There was discussion regarding funding the fire departments.

- Commissioner Crooks feels there should be a process for them to apply similar to the CARES Grants for businesses, as Commissioner Cameron mentioned, telling us what they plan to do with the money and then there would be a group, so there wouldn't be one person deciding.
- Commissioner Porter said Jeff Jadwin has to be involved
 - Agreed
- Commissioner Cameron said she had nothing that complex in mind
 - Simple questions for the money
 - There have to be guidelines
 - Nothing political
- Commissioner Crooks said the Commissioners are the ones responsible for seeing that the money is spent for its intent and purpose.
 - EMA has guidelines; guidelines as provided by Assistant Prosecutor

It was decided to add the \$280,000 to the EMA Disaster Services line. And also, to add \$500,000 for the townships in the Intergovernmental, Townships line to be used if the granting is permissible.

The following was then considered:

RESOLUTION 21-0154 approves the permanent appropriations for County General Fund 001, submitted February 08, 2021 for Muskingum County for the calendar year 2021 in the amount of \$39,836,438.68.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 21-0155 grants a 3% wage rate increase for non-bargaining unit employees under the jurisdiction of the Board of Muskingum County Commissioners to be effective January 03, 2021;

WITH THE EXCEPTION of those employees who have already experienced an increase in salary during the 2021 calendar year, or those New-Hire employees who are in their 180 day probationary period;

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RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio hereby approves for other General Fund departments, if the elected officials so choose, to grant the increase to their employees if reflected in their 2021 budgets.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

Mark Zanghi came back down to further discuss the funding of township and fire departments.

- Commissioner Cameron asked Mark to confirm:
 - Ohio law allows for the County Engineer to receive General and other Fund monies for maintaining the County road system. Because township roads are part of the County road system, the Commissioners can give the townships General and other fund monies to maintain their road. So we can give the townships money.
 - That is Mark's gut feeling, without doing further research
- Would it look better to give the money to the Engineer to disperse to the townships
 - It may look better, be more acceptable
 - Mark does have concern in giving money to the townships for purchases of certain things
 - A County EMA Director may purchase equipment as defined in the statute and provide that equipment to subdivisions pursuant to mutual aid agreements
 - Could give the money to the EMA and in turn EMA purchase equipment for emergency services
 - Should we pursue the EMA not owning the equipment, just paying for it
 - Mark will get back with the Commissioners tomorrow via email

There was discussion regarding the wage increase for Commissioners' employees.

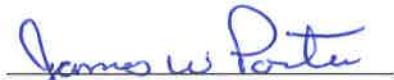
To clarify, the following was agreed upon:

- If wage adjustments in 2021...no increase
- Maintenance, Commissioners' staff, Christian Stone and Greg Hutchinson are to receive the increase...increases were before 2021.
- Robert Moore will also receive the increase even though he is technically in a new position with a probationary period ...but he is not a new County employee.
- Also agreed for Kacey Stackhouse and Mackenzie Hill to receive the increase because they, also, are not new County employees.

With no further business being before the Board, the meeting was adjourned at approximately 4:52 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.



Mollie S. Crooks



James W. Porter



Cindy S. Cameron