

# Minutes for February 14 , 2022

Commissioners Present: Crooks, Porter, Cameron

Staff Present: Susan Reese

**RES 22-0150** Meeting was called to order at 10:00 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.

Commissioner Cameron moved to approve the payroll, pending review.

Seconded by Commissioner Porter.

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

Commissioner Crooks mentioned a gentleman that came in the office on the 11<sup>th</sup> to complain about the mask mandate in the Courthouse.

- Commissioner Porter would like the Board to consider doing away with the mask mandates
- Commissioner Crooks would not; according to Unified Command last week and following CDC guidelines still encouraging them in public places
- Commissioner Cameron was approached by an attorney that pointed out that you have to have a mask to enter the Courthouse, but no one on the second or third floor is wearing one ; her thought is that if we're going to wear them, then wear them, if we're not, we're not
- Commissioner Porter says it's their choice to wear it; can't see having a sign on the door when we let some and not others....doesn't make sense. Everywhere but here and the hospital you do not have to have a mask
- Dr. Butterfield's point is as leaders what message are we sending; as leaders we should be role models
- Commissioner Cameron would think if we are supposed to be role models there's about 500 other things we should be doing in this office

Commissioner Cameron mentioned the Sheriff calling about the generator for the jail and then Scott addressed it when he came in.

- Still trying to get two parts for it
- Drake from Sidwells has one; Rick Thomas is on his way there now to see if it's compatible; must have auto start
- Ohio CAT might have one for \$650/week; will call Sheriff if they find one
- If they can have a generator today, they can start moving in prisoners
- Commissioner Porter would think Jeff Jadwin would have access to a generator

There was discussion about the parking lot at the Animal Shelter

- Commissioner Crooks called Stan because she didn't know how it was left to handle; she did not call Steve Baldwin

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- Stan says they are plowing the snow on the upside of the parking lot, which is creating part of the problem
- Stan said they could improve upon the existing ditch; he will go back out with Jake to look at it again
- Commissioner Porter's concern is that they said the County would be liable if someone got hurt
- The Clerk is to send the agreement to Mark Zanghi for review and interpretation
  - If we are not liable, we would ask Mark to send a letter to the Animal Shelter stating that fact

Pam Davis, Human Resources, came in about the Soldiers and Sailors parking lot.

- CORSA coverage extends to the contract/agreement; part of the blanket liability coverage
- Commissioner Porter will contact Dan Arter and refer him to Mark Zanghi to prepare and negotiate and new contract

Commissioner Crooks asked Pam about the Inclement Weather Policy for the recent level 3 weather declaration. The Sewer Department was called out during the level 3.

- The Water Department Union Contract says employees are paid time and half during level 3
- Pam says that it is not specifically addressed in the Inclement Weather Policy but is addressed in the Overtime Policy stating that they would not get paid time and half until they exceeded the 40 hours "worked"
- Pam will do some more research

Kim Tatman came in for "Dude, Be Kind Week". The Commissioners presents a Proclamation.

The Office Clerk presented the Commissioners with a request from Starlight to trade two vehicles. The following was now considered:

**RESOLUTION 22-0151** authorize Muskingum County Board of Developmental Disabilities to trade two Ford Fusions to purchase another vehicle.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

Commissioner Crooks reported that Melinda Russell of Starlight told her that they would be holding a COVID vaccine drive through clinic and asked if any County folks would be interested. We will send email out to Department Heads and Elected Officials.

There was discussion about the 2022 Budget. Stephanie Spencer suggested that we remind departments that the budget is finalized and to review because there were changes made.

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

- Commissioner Cameron asked if Ron Shirer had previously been on the Grounds Committee of the Fair Board

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- Commissioner Porter said Ron's never been on the Fair Board; He was on the Jr. Livestock Building Committee

- They still have roughly \$23,000 left they are trying to get rid of

## Avondale

- Advertisements are out for the window bids

- February 18 pre-bid meeting

- Eric will be attending the OMEGA meeting Tuesday
- Commissioner Crooks reported that Spectrum is now saying that they will start their internet program next year
- Eric will attending a Farm Bureau gathering at the State House, Tim Schaffer's office Wednesday morning
  - It was agreed not necessary for Eric to use his comp time
- Eric will be attending EODA meeting Friday

## International Drive

- Commissioner Crooks suggest using General Fund monies for this project
- Commissioner Porter asks what are we freeing ARPA monies for
  - Potential \$2.4 million Genesis
  - \$400,000 fairgrounds
  - \$2 million Engineer
- No decision

Commissioner Crooks explained that she talked with Stephanie Spencer, Chief Administrator, about the Engineer's money being in the Transfer Out Line

- If the Board of Commissioners is transferring to another department/Elected Official, the resolution is from transfer out because that official will expend the monies

Commissioner Porter reported that he received a call from Wilbur Rambo asking about stakes and ribbons on his property

- It is for the sewer project to Dillon State Park
- Commissioner Porter called Mr. Rambo back to give him the information

**RESOLUTION 22-0152** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Facility Encroachment Agreement from CSX Railroad for the Twin Hills Drive Water Main Extension.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

**RESOLUTION 22-0153** approve the line item transfer of monies within Fund Number 063 as requested by Crystal Brokaw, Clerk of County Court, as follows:

### LINE ITEM TRANSFER OF MONIES

#### From Line Item

063-242-504024

#### To Line Item

063-242-501002

#### Amount

\$1,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

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**RESOLUTION 22-0154** approve the Supplemental Appropriation of Funds within Fund Numbers 018; 074; 096 and 097, for the Muskingum County Board of Developmental Disabilities, as requested by Stephanie Neuhart, Business Manager.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
General Operating-Contract Services	018-694-504001	\$500,000.00
MEORC-Contract Services	074-694-504001	\$500,000.00
IDEA-B FY22- Supplies	096-694-503001	\$ 1,792.63
Early Childhood IDEA FY22-Supplies	097-694-503001	\$ 83.18

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-0155** 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 Shannon Bell, Director, Rambo Memorial Health Center.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Sanofi Pasteur	Flu Vaccine	\$2,868.60

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

At the suggestion of Jeff Jadwin, EMA Director, the following was considered:

**RESOLUTION 22-0156** CANCEL the Current State of Emergency effective today, February 14, 2022.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

There was brief discussion regarding TIRC Board appointments. No decision was made.

Judge Kalis, Domestic Court, Wendy Roush and Wendy Sowers, Clerk of Courts came to meet with the Commissioners to discuss Courtview software updates.

- Fourteen years since software update
- Want to apply for grant; possible \$150,000
- Grant deadline Wednesday, February 16
- One year to implement
- 2021 Maintenance - \$24,772
- Update Maintenance first year - +\$42,000
- Two Courts; two offices and Adult Probation

The following was then considered:

**RESOLUTION 22-0157** approve to support and assist financially with Case Management upgrade for the Muskingum County Domestic Court.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

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Don Madden, Projects Director came to update the Commissioners on projects.

- Imlay-Wilsonwood
  - Construction and pressure testing is complete
  - Bacteria sampling will be this week
  - Reclamation will be in the spring
  - There were additional taps sold
- Twin Hills
  - Working on easements
  - Railroad permit moving forward
  - Army Corp has promised permit but continuing to wait for the permission
- The Wilds
  - Several conversations with OMEGA
  - Has obtained all but one easement
  - The Wilds, working with OMEGA, is close to receiving over \$2 million EDA grant to build the RV Park and they would pay for all the costs of the County water line extension
  - EDA will not allow the easement money to be part of the grant, but at that time was agreeable to all other costs associated with the project
  - Project will not debt service without significant funding from outside sources
    - The Wilds and OMEGA both know this and are committed to providing either all of the funding or at the least the shortfall to allow the project to debt service
- Licking View
  - Rail permit has been submitted, will be a lengthy process to have approved
  - County Engineer continues to work on the plans for submission for a PTI; if we have the PTI by summer, this project should score very well for WPCLF grant funding
- Virginia Ridge-Irish Ridge
  - Has identified a scope for the water project that is much larger than just Virginia Ridge and Irish Ridge Roads.
  - Would encompass much of the area east of Rt. 555 to the river between Virginia Ridge and Irish Ridge
- Village of Philo approached the County to serve residents on Butterbean Road, Fatler Ridge Road and what is called the Hock addition which currently serves 243 homes with other homes and or lots within the addition.
  - Charge existing customers a \$500 tap fee if the County begins to provide them water?
    - Current cost is about \$680 for parts and meter
    - All agreed to charge \$500
  - The Village would like an emergency connection to our system

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- There will be costs associated with the connection, how should we proceed; Don estimates \$100,000
- Commissioner Porter would be all for recouping our cost; even a minimal payment plan
  - Commissioner Crooks agreed that seems fair

Commissioner Cameron asked Don if he was aware that he could be paid for his comp/flex time hours. He was not aware.

There was also discussion regarding Don's salary increase for two of his employees.

Commissioner Porter left at 2:20 p.m. to attend the Records Commission Meeting.

The Commissioners addressed the Certificate of Insurance for the generator at the jail at the Sheriff's request.

Commissioner Crooks asked Pam Davis, Human Resources, to attend Thursday's meeting with Captain Page and Kelly Ashby.

There was discussion regarding the County's Inclement Weather Policy.

Commissioner Porter returned at 3:00 p.m. from the Records Commissioner Meeting.

There was continued discussion regarding the Inclement Weather Policy.

- Do employees automatically get paid time and half if they work during Level 3?
- Consistency in policy between Water and Sewer Departments is important
- If not a Level 3 but employee does not feel safe traveling to work, they can use vacation or personal time
- Further discussion needed

Pam confirmed that directors and managers can be paid for comp time rather than accumulate the time.

Pam presented a position for hire for the Center for Seniors and the following was considered.

**RESOLUTION 22-0158** approve the employment of Ben Houston as Part-time Maintenance (*20-25 hours weekly*) for the Muskingum County Center for Seniors, contingent upon passage of the pre-employment assessments. Starting wage will be \$10.00 per hour with the opportunity for a \$.50 per hour increase upon the successful completion of the 180 day Probationary period.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Commissioner Porter gave a report on the Records Commission Meeting.

- Calendar set for the remainder of the year
- Lucretia reported that she will not have enough money in her salary line item for 2022 because of increase and additional employee

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Commissioner Porter wants to bring up mask issue one more time.

- He suggests either remove the sign or put up one that says “you can wear a mask if you feel more comfortable” ; don’t make it mandatory
- No decision made

Commissioner Crooks addressed Commissioner Porter’s nay vote on the 2022 Budget last Thursday with the following script:

1. After Budget Discussions were held, Commissioner Cameron and I spent many hours reviewing the 2022 Budget requests from Elected Officials and Department Heads
2. Jim chose NOT to participate in 99.9% of this Budget review
3. He only provided input -- when directly asked on Thursday in session -- about the Sheriff’s budget and Township appropriations
4. He voted “nay” on the budget
5. His reasons for voting nay included a statement that we “cut” Townships
  - a. Historically, BOC have given \$2,500 annually to each of the 25 Townships
  - b. Last year, we had CARES Act (pandemic-related) dollars – we believed to be one-time monies
  - c. We gave \$500,000 of CARES Act dollars to the Townships -- \$20,000 to each Township to be spent on roads
  - d. We asked (but did not require) Townships to let us know how they used those dollars. I believe two townships shared how they used the funds.
  - e. In considering this year’s appropriations to Townships, Commissioner Cameron and I noted that Townships received ARPA dollars which can be used on roads.
  - f. I view our appropriation as an increase as we gave an additional \$10,000 to the historical \$2,500 and this could possibly be sustainable appropriations in the future
  - g. Prior to CARES & ARPA, I’ve never heard Jim ask for more than the \$2,500 for townships.

Commissioner Crooks told the Clerk she would provide the script and asked it be word for word in today’s minutes.

With no further business being before the Board, the meeting was adjourned at approximately 3:47 p.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.*