

Minutes for February 16, 2023

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

RES 23-0198 Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Cameron, aye; Bell, aye, Crooks, aye. Motion carried.

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

The following legislation was now considered:

RESOLUTION 23-0199 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number Five for the Twin Hills Drive, Helen Drive, Edward Circle Water Main Extension. Pay Application Number Four is for \$113,707.56
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0200 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 Marlee Gibson, Director of Board of Elections.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
MNCO	Notice to Bidders Ad	\$139.95

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

RESOLUTION 23-0201 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 Kyle Dunn, Director of Community Development.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Times Recorder	Public Notice Ads	\$1,265.00

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

RESOLUTION 23-0202 approve the payment of invoices incurred in 2021 with 2023 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Stephanie Neuhart, Business Manager of Muskingum County Board of Developmental Disabilities.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Jeffrey A. Christiansen, PSY.D	Services Rendered 12.16.2022	\$150.00

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

Minutes for February 16, 2023

RESOLUTION 23-0203 approve the payment of invoices incurred in 2021 with 2023 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Stephanie Neuhart, Business Manager.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
We Thrive Together	one year subscription	\$2,500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-0204 authorize Danny Brenneman to attend the Family Services Directors Association Executive Committee retreat held February 9-10, 2023 in Lewis Center, Ohio. Requested by Danny Brenneman, Director, MCJFS. Estimated cost: \$251.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-0205 approve the Supplemental Appropriation of Funds within Fund Number 127, for the Muskingum County Prosecutors Office, as requested by Ronald L. Welch, Prosecuting Attorney.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employees Salaries	127-405-501002	\$118,300.00
Medicare	127-405-502001	\$ 1,715.35
PERS	127-405-502003	\$ 16,562.00
Insurance	127-405-502004	\$ 46,632.00
Workers Compensation	127-405-502009	\$ 1,774.50
Unemployment	127-405-502006	\$ 360.00
Travel	127-405-502013	\$ 1,100.00
Equipment & Maintenance	127-405-506001	\$164,500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-0206 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 Supervisor for MCJFS.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Fortis College	C. Wilson Tuition Costs	\$2,140.00
MCJFS	Dec 2022 Resea RMS Costs	\$6,466.65

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-0207 hereby approve the Supplemental Appropriation of Funds within Fund Number 011, for Muskingum County Job & Family Services, as requested Tom Smith, Fiscal Supervisor.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
WIOA Youth	011-692-504181	\$35,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Minutes for February 16, 2023

RESOLUTION 23-0208 appoint Mr. Greg Adams to the Muskingum County Library Board of Trustees with a term to commence April 14, 2023 and end on April 15, 2030, requested by Stacey Russell, Executive Director of Muskingum County Library.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0209 approve payment of renewal of Fieldhouse Corporate Membership 2023 in the amount of \$1,000.00, Requested by Pam Davis, Human Resources
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0210 approve the posting of the position of Field Operator for Sewer Department, Full time. This request was submitted by Pam Davis, Human Resources.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0211 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 Stephanie Spencer, Chief Administrator.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
CDW-G	ADO GOV Acrobat Pro 2020	\$498.07

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

RESOLUTION 23-0212 approve the employment of Lindsey Altier & Michael Landon for the two positions of Clerical Specialist III, Child Support Division, contingent upon passage of the pre-employment assessments, requested by Amy Sprankle, Human Resources Manager.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0215 acknowledge the Resignation for the reason of Retirement of Scott Moore, from the Muskingum County Building Department, effective February 17, 2023.
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Robert Moore, IT Director came to meet with the Commissioners to discuss the Health Department IT Contract.

- The IT Contract for 2023 had previously been signed, but the Health Department has requested a change be made to the contract
 - Requesting 24/7 Emergency contact/coverage
 - It was suggested that Mark Zanghi, Assistant Prosecutor, help with wording
 - No 24 hour coverage, but in the event of an outage call Robert or John
 - Requesting how to access data backup
 - Robert cannot allow access

Minutes for February 16, 2023

The following was now considered:

RESOLUTION 23-0213 declare an Executive Session at 8:24 a.m. for the purpose of an Employee Evaluation of the Muskingum County IT Department. This session ended about 8:48 a.m. Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Commissioner Cameron reported that the Sheriff was informed that the Jail Grants should be announced in 3-4 weeks.

DLZ also informed her that they would be attending the Muskingum County Lincoln Day Dinner.

Engineer Mark Eicher and Shawn Johnson, Gary Williams and Matt Russell from the Engineer's office came to talk with the Commissioners regarding advertisements for bridge replacement projects.

- They also updated the Commissioners on bridge replacements, major repairs, box culverts and pipe replacements
- Mark suggested watching Ohio Bridge Upcycling on YouTube. It shows how materials are being reused for many projects
- Matt reported that resurfacing costs are up 50% from 2021
- All design work is being done in-house; otherwise they could not afford as many bridge projects
- They will only be purchasing four new trucks this year because the cost has increased by 25%
 - Commissioner Cameron said it is her feeling that it is totally unacceptable for County employees to be driving vehicles in that shape
- Muskingum County is number one in the State with 527 miles
 - Number ten for 405 bridges
- There was discussion regarding the License Fees
 - Commissioner Cameron said that the greatest complaint from citizens is the condition of the roads
 - Ohio Revised Code provides for (3) \$5 increments to add to vehicle license fees by the following means;
 - Emergency; requires unanimous vote by Commissioners
 - Hold public hearings; unanimous vote not needed
 - Place on election ballot
 - Must be certified before July 1
- There was discussion regarding a new administrative building for the Engineer
 - He reported that they currently have ongoing water damage
 - They continually have rodents of all sorts living in and under the current facility
 - Last year they had an electrical fire, but it was extinguished by the water leak
 - Mark is working on plans for the building, but up to the Commissioners regarding funding

Commissioner Bell moved to approve the minutes of the February 13, 2023 session.
Commissioner Crooks seconded.

Minutes for February 16, 2023

Vote was Cameron, abstain; Bell, aye; Crooks, aye. Motion carried.
Ashley Karlen of Charter/Spectrum, came to meet with the Commissioners to update on broadband.

- Ashley will send weekly reports/updates to the Commissioners
- If folks call the office with questions about broadband, refer them to Ashley

Eric Reed, ARPA Compliance, updated the Commissioners on the Workforce Advisory Meeting this morning.

RESOLUTION 23-0214 declare an Executive Session at 11:02 a.m. for the purpose of an Employee Evaluation of the Muskingum County Projects Department. This session ended about 12:04 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

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

Pat Kelly, Gary King, Eric Reed and Pat Kelly came to open bids for the Avondale Windows Project and the following was considered:

RESOLUTION 23-0216 open bids for the Avondale Window Project.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

One bid received;

G & M Construction; \$179,000

RESOLUTION 23-0217 award bid for the Avondale Window Project upon the approval of Mark Zanghi, Assistant Prosecutor and Pat Kelly, Architect from G & M Construction; 703 Pershing Road, Zanesville, Ohio, in the amount of \$179,000.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Mr. Goins said the timeline would be 120 – 150 days depending on how long it takes to get the windows.

Pat Kelly said that HVAC and generator for the Avondale building, have long lead times.

- Five months or longer for the HVAC and as much as one year out for the generator
- It was agreed to bid the material now and then bid the labor later

RESOLUTION 23-0218 declare an Executive Session at 1:47 p.m. for the purpose of discussing a Personnel Matter pertaining to Compensation of a public employee of Muskingum County Projects Department. This session ended about 1:55 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Minutes for February 16, 2023

RESOLUTION 23-0219 approve and authorize Market Adjustment for Don Madden, Projects Manager/Water Department Manager to \$85,000 annually to be effective 02.19.2023.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Eric Reed, ARPA Compliance Officer came to talk about the APG fees for the Cleanface Project. The following was then considered:

RESOLUTION 23-0220 agree to fund the APG Architects, LLC professional service fee for the Cleanface Restroom Renovation at the Muskingum County Fairgrounds. Funds to cover these fees will be sourced from the General Fund and will be an expense independent of Resolution #22-0632, addressing the Cleanface Renovation allotment.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

Roll Call: Cameron, aye; Bell, aye; Crooks, not voting. Motion carried.

The Commissioners left to attend a gathering at the new Mid-East CDL Facility on Church Hill Road, with Lt. Governor Jon Husted.

They returned approximately 3:15 p.m.

RESOLUTION 23-0221 declare an Executive Session at 3:18 p.m. for the purpose of discussing a Personnel Matter pertaining to Pending Litigation, Center for Seniors. This session ended about 3:34 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Pam Davis, Human Resources, reported that she will schedule a meeting with Med-Ben for 2022 year-end review.

All agreed to Judge Kalis' request to allow duct cleaning in the Hixson Building. She has estimates from Carpet Care Plus. The Clerk is to inform Scott of the approval so he can move forward.

There was discussion regarding the Park District Executive Director salary and the County's continued contribution. The following was then considered:

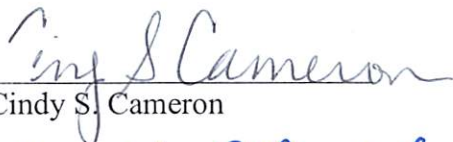
RESOLUTION 23-0222 approve a financial grant in support of general operations in an annual payment of Seventy-Five Thousand Dollars (\$75,000) for the years 2023, 2024 and 2025 from the Board of Muskingum County Commissioners from line item 001-902-507024.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Minutes for February 16, 2023

With no further business being before the Board, the meeting was adjourned at approximately 4:12 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.


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.