

Minutes for February 22, 2021

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

The Commissioners attended a pre-audit meeting with the State Auditors at 9:30 a.m.

RES 21-0193 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.

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

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

Seconded by Commissioner Cameron.

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

Commissioner Porter reported on the Records Commission meeting he attended Friday.

- Three of five evaluations for Corrie were completed
 - The Auditor is still working on
 - The Recorder has not turned one in
- They did however approve the 3% wage increase for Corrie and Lucretia, but not for Juanetti
 - Pam says she is eligible for the 3%
 - Commissioner Porter has made a note about that for the June meeting
- Commissioner Porter mentioned to Wendy Sowers, at the Records meeting, about getting estimates for the requested renovation of her office
 - He also mentioned to her about the Fletcher Road Bridge and the use of Fund 118 monies
- Commissioner Cameron mentioned that the Commissioners probably should decide whether we are going to do employee evaluations or not, when we tell other departments that's the only way to discipline
- Commissioner Porter commended Ron Welch for defending Corrie in the County Court argument about boxes
- Commissioner Porter recommended that they pursue shelving projects three and four
- It was decided to pursue, but they couldn't make a resolution because this topic was not included in calling the emergency meeting

Commissioner Cameron said that Judge Vinsel asked about how to best use the Law Library space.

- Should the Law Library be moved out because of the lack of use
- That could be a large usable space

Commissioner Porter wanted to again address who gets our agenda and who does not.

- Teresa Caw told Commissioner Porter that she has not received them since October 21, 2020
 - She wants to know why she is no longer receiving the agenda

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- She also posted on FaceBook about not being able to get to the minutes and hiding stuff
- Commissioner Crooks said she went through the list of who was receiving them because you cannot ask for records in the future, you have to request as to what has been done....media we send the agenda to
 - Commissioner Porter asked the difference...we have to treat everyone the same
- Commissioner Cameron asked why we would take anyone off, if you're wanting to put the agenda on the website
- Commissioner Crooks said she was confused, she thought the agenda was already on the website
- Commissioner Porter wonders why one person would go through this list and decide to remove people....dangerous in his opinion
 - Commissioner Porter said Bud Chess said we don't have to send it to anyone, but he would caution against removing some and sending to others, not right at all
- Commissioner Crooks would suggest putting it on the website
 - Commissioner Porter's issue with that is that the resolutions on the agenda have not yet been adopted and that's what they'll base their news on

The Clerk reported that Robert has been working on session room computer/media. He asked for a key to the hallway door into the front office. Is that okay?

- Okay with everyone

Commissioner Porter reminded the Board that he would discourage lunchroom gatherings, in light of the recent cases.

Commissioner Crooks said Mayor Mason may stop in later this afternoon.

Jeff Jadwin, Director, Muskingum County EMA, came to talk with the Commissioners. The following was then considered:

RESOLUTION 21-0200 declare an Executive Session at 10:31 a.m. for the purpose of discussing an Employee Compensation Matter of the Muskingum County Emergency Management Agency. This session ended about 10:50 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Commissioner Crooks asked about the status of the Fire Department Grants.

- Mark Zanghi, Assistant Prosecutor is working on wording for resolution from Thursday
- Commissioner Porter said he is reconsidering the process
 - Giving the money to Jeff, EMA
- Jeff believes they (FDs) need to be held accountable
 - ORC holds them accountable

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- Commissioner Cameron would suggest sending Fire Departments a letter including the ORC and couldn't they just send their request back in a letter
- Commissioner Porter would be confident with Jeff's decision
 - This way every department has a chance to receive money
- Commissioner Crooks has developed an application template that she thinks can't be much simpler
- Commissioner Porter said the money is no longer the Commissioners' money, it's EMA's money
 - He feels we just handed businesses money
 - Commissioner Crooks said business had to go through a grant process
- Commissioner Cameron said if she could do that (business grants) differently, yes she would, but it's done and over

Jeff reported that the new TV has been delivered to EMA

- Robert said he would come out tomorrow
 - Maintenance not available Monday or Tuesday

The following was then considered:

RESOLUTION 21-0201 approve the payment of the County's contribution to EMA Fund 130 for 2021 in the amount of \$101,704.00 to be paid from 001-902-507024; Intergovernmental, Outside Agencies.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 21-0202 approve and authorize a financial grant for the Muskingum County Soil and Water in the amount of One Hundred Ninety Three Thousand Five Hundred Seventy One Dollars and seventy-one Cents (\$193,571.71) from the Board of Muskingum County Commissioners from line item 001-902-507024-Outside Agencies.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0203 approve a financial grant for Ohio State University Extension in the amount of Two Hundred Sixteen Thousand, Nine Hundred Dollars, (\$216,900.00) from the Board of Muskingum County Commissioners. \$216,900 will be paid from 001-581-504304.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Wendy Sowers, Clerk of Courts came to meet with the Commissioners at the Board's request.

- Wendy is gathering estimates for the remodel of her Courthouse office
- Commissioner Porter asked Wendy if she would be interested in helping fund the replacement of Fletcher Road Bridge, from Fund 118
 - Not at this time
 - She is looking at remodeling costs
 - Continuing to pay for Sheriff cruisers

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- Looking to purchase shelving on the south side of the building for 13x18 journals
- State may be doing away with Automated Title Process System (ATPS)
- May have lost \$50,000 grant because one judge will probably not support writing a letter for extension
- Pioneer Technologies software agreement is not working out
 - Not sure when that will be going live
 - Needs to talk with Mark Zanghi, Pioneer not holding up their end of the agreement
 - Will let Commissioners know what Mark Zanghi says
- Feels she needs a cushion
- OCCA had mentioned the possibility of increasing title fees
 - She doesn't see that happening anytime soon
- Wendy would like to purchase a Thermaport – Warm Body Scanner, for the Richard Hixson building
 - The Commissioners will discuss

Corrie Marple, Records Center Manager, came to see the Commissioners. The following was then considered.

RESOLUTION 21-0204 declare an Executive Session at 11:30 a.m. for the purpose of discussing a Personnel Matter pertaining to the Muskingum County Records Commission. This session ended about 12:22 p.m.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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

Commissioner Porter reported that Rob Reiter was sending an email to determine how everyone on his board would prefer to meet for Monday's meeting....virtually or in person.

Commissioner Cameron asked about how we would be handling the 333 Putnam Avenue building.

- Are we going to sell it
- Why did the Health Department leave so much "stuff" in it
- Commissioner Crooks said Scott would have his crew do a walk-through to see how much was actually left in it

There was further discussion about keeping track of the "former" COVID money.

- Should there be a spreadsheet kept
- We didn't actually transfer the money
- The Auditor's Office is not keeping track of it

Commissioner Porter mentioned parking that was discussed last week.

- Why did they extend the fencing to the edge of the building
 - Scott said concerns about people pulling out with the entrance so close

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- It's Commissioner Porter's thought that you could gain three more spots if fence was adjusted to second pillar
- Commissioner Crooks said she talked to the Auditor about her three spots in the Soldiers and Sailors lot
 - The Auditor is willing to work with Scott
 - Commissioner Crooks told Scott

The following legislation was now considered:

RESOLUTION 21-0194 approve the funds transfer of monies for the Muskingum County Commissioners to Starlight Programs for the sale of 655 Zane Street, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002 General	019-000-414002 Starlight Perm Improve	\$775,000.00
Motion made by Commissioner Porter, seconded by Commissioner Cameron.		
Roll Call: Crooks, aye; Porter, aye; Cameron, aye.		Motion carried.

RESOLUTION 21-0195 approve the 2021 CLCCA Membership. The CLCCA Board voted to reduce the renewal dues to \$75.00 for current professional members for 2021 due to all the meetings being held virtually last year.

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

RESOLUTION 21-0196 approve the Supplemental Appropriation of Funds within Fund Numbers 001 and 196, for the Muskingum County Commissioners, as requested by Beth Iden, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services Lorena	196-102-504001	\$3,000.00
Official Bonds	001-119-504368	\$1,000.00
Motion made by Commissioner Porter, seconded by Commissioner Cameron.		
Roll Call: Crooks, aye; Porter, aye; Cameron, aye.		Motion carried.

RESOLUTION 21-0197 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>
JJ's Welding	Lorena Repairs	\$3,200.00
Motion made by Commissioner Cameron, seconded by Commissioner Porter.		
Roll Call: Crooks, aye; Porter, aye; Cameron, aye.		Motion carried.

RESOLUTION 21-0198 authorize the signing of the Notice of Award for the Maysville Sanitary Sewer Improvements. The award is to Hazen Services for a base bid of \$117,345.00; per addendum 2, \$25.00 per SF as a unit cost for concrete pavement repair at the bore pit work area; item two, per addendum 2 a lump sum of \$3,000 for replacement of the stair in front of 99 Maysville Pike.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0199 accept the resignation, for reason of retirement, of Jay Shook from the Muskingum County Sewer Department, with an effective date of February 26, 2021. Last day to work will be February 25, 2021.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-0205 appoint Blair Tom, Sheila Samson and Jody Spencer to the TIRC Board as Voting Representatives for 2021.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

There was discussion regarding Wendy Sower's request to purchase the Thermaport for the Richard Hixson building.

- Is she asking for the Commissioners to pay for it
- We have paid for it from other departments
- That is the purpose of the "CARES" money

RESOLUTION 21-0206 approve and authorize the purchase of a Long Wave Infrared Warm Body Detector from Warren Fire Equipment for the Richard Hixon Building at the request of Wendy Sowers, Clerk of Courts. Cost of the Dectector is \$1,400 and will be paid from the Commissioners line item 001-102-506001, Equipment and Maintenance.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

The Commissioners read a letter regarding Judge Kalis' letter explaining a new employee incentive program she is implementing.

The Commissioners presented a Certificate of Appreciation to Teddy Michel for seven years of service to the Commissioners' Office. She will be retiring February 26.

There was further discussion regarding grants to the Fire Departments.

- Commissioner Porter believes they should show proof of what they spent the money on, but not a big ordeal like the businesses
 - Jeff is capable of doing it correctly
 - Commissioner Crooks agreed; attach paid receipt or quote
- Commissioner Cameron said 15 will be way easier to review than 270
 - Will they be called if they haven't attached the proper proof
 - Can they show they have a loan on a squad
- Commissioner Porter says they should have to prove they've purchased, not plan to purchase
- Commissioner Cameron asked, what if they don't have the money to purchase up front
 - \$20,000 in the Fire Department world is a drop in the bucket
 - He just doesn't want them to say they're going to buy it and never do

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- They will have to provide receipt, invoice or signed purchase agreement
- EMA Letterhead should be used
- Funds appropriated to and distributed by EMA
- Applications go directly to EMA email
 - Due date April 30, 2021
- No COVID language in the letter or application
- Cover letter needs to explain these funds are in lieu of the annual \$2,000 to each department
- Commissioner Crooks will make changes and send back out to Jeff and follow up
- Mark would like to weigh-in on letter and application

There was discussion regarding Jeff's wage increase proposal.

- Out of seven counties, smaller than Muskingum, he is next to last on the pay scale
- Commissioner Porter thought EMA was happy with the 3% increase
 - Tiffany being swamped and not being willing to work additional hours doesn't make sense
- Commissioner Cameron thought this started when Dr. Vinsel proposed increasing Tiffany's salary and they realized there wouldn't be much difference between Tiffany and Travis
 - Doesn't think Tiffany said she was swamped and Jeff didn't say she wasn't getting her work done
 - Tiffany been there five years, and still not making wage we hire in at
 - We have just recently adjusted several staff in Commissioners' office, IT and Human Resources
 - It's about the hourly wage, not the number of hours
 - Not heard any complaints about the EMA staff

The following resolution was then considered:

RESOLUTION 21-0207 authorize and approve wage increase for the Emergency Management Agency, (EMA) as follows:

Jeff Jadwin, Director: \$22.00 per hour

Travis Roach, Deputy Director: increase to 40 hours per week at \$16.00 per hour

Tiffany Bearsdley, Administrative Assistant: \$14.00 per hour

This wage increase is to be effective February 28, 2021.

Travis' hours to increase to 40 per week effective February 28, 2021.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

Roll call: Crooks, aye; Cameron, aye; Porter, nay, because he agreed to a 3% raise across the board at the beginning of the year. Motion carried.

Pam Davis, Human Resources, came to meet with the Commissioners to update them on the current Dog Warden employees.

- She and Sheriff Lutz just met with Bryan Catlin and Mason Gates to serve them 14 day notice of job abolishment
- Bryan and Mason will both be transitioning to Civilian Corrections Officer positions

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- Bryan March 1
- Mason March 8

- Alisha has transitioned to Juvenile as of February 17

Pam will be meeting tomorrow, virtually, with a County employee who is currently incarcerated in our County jail

- She will update the Commissioners Thursday on that meeting

She reported that we do have a County employee who has tested COVID positive and another that has been referred to his Primary Care Physician

Mr. Steve Crumbaker came to the front office, after calling, and asked to meet with the Commissioners.

- Mr. Crumbaker lives at 1550 Meadow Farm Church Road and says there is a cat problem in his area
- The Shelter is no longer taking cats
- Mr. Crumbaker says he has an explosive temper and today is taking nitroglycerin because he's so upset about all the cats
- Commissioner Crooks explained that the County is not given authority to do anything about cats.
 - We can have a Dog Pound and require tags for dogs, but no such authority is given for cats
- Mr. Crumbaker said we'd might as well call the Sheriff now, because he's going out and sit in his yard with a gun
 - He just inherited some money; received some money from a lawsuit and is waiting for some from another, so he's got money to fight this
 - He says he is quite capable of taking care of it himself, there's a cat in his ditch right now
- Commissioner Cameron asked who the neighbors was that he said had all the cats and dog
 - Could not think of their name
- One of his neighbors asked him if he killed his cat
- He did shoot one of the neighbors Mastiff when he killed one of his chickens...shot it right in the face
- He called the Dog Warden and he's heading there now
- If something happens to his hermaphrodite Chihuahua, he's going to kick someone's door down
- His dogs have license and stay in his yard, he's tired of other people's animals
- He has nothing against animals, but when they're a problem, it's need taken care of
- If no one wants to address the issue, he'll take care of it himself
 - Mr. Crumbaker left

After doing some research, Beth said the neighbor is Griggs at 1500 Meadow Farm Church Road.

Commissioner Cameron thought we should tell someone of the threat.

Deputy Hanning was called into the office and made aware of the situation.

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Commissioner Cameron said she would send an email to Lisa Weisand of the Auditor's office regarding the five pending litigations against the County.

There was review of the February 18, 2021, The Clerk will review video regarding Commissioner Porter's statement about being asked to stop having individual meetings and he has stopped.

The Clerk asked if the Agenda is be put on the website.

- No decision made

The Clerk reported that she did send an email to Teresa Caw apologizing for her name being removed from the list for Commissioners' Agenda and telling her if she ever had any questions, please reach out. She responded by asking how and why was her name removed from the list. Commissioner Crooks said she would respond to Ms. Caw.

With no further business being before the Board, the meeting was adjourned at approximately 3:40 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.