

# Minutes for February 22, 2024

Commissioners Present: Cameron, Bell, Crooks

Staff Present: Susan Reese

**RES 24-0181** Meeting was called to order at 8:00 a.m. on the motion of Commissioner Bell and the second of Commissioner Crooks.

Vote was Cameron, absent at the time of voting; Bell, aye, Crooks, aye. Motion carried.

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

Seconded by Commissioner Crooks.

Vote was Cameron, absent at the time of voting; Bell, aye; Crooks, aye. Motion carried.

Commissioner Crooks reported that Kyle Petty from CCAO texted her yesterday to ask if he could job shadow her regarding the Commissioners' job duties. She invited him to the March 27 zoning meeting.

Commissioner Cameron joined session following an outside appointment.

Commissioner Cameron reported that Cody Pettit invited the Commissioners to the Ohio Homebuyers Plus meeting with Ohio Treasurer Sprague at the Community Bank; February 29 at 3:00 p.m.

Commissioner Cameron also reported that she received a call from Stan Lucas, Sewer Department Manager, regarding his request for rate increases. Commissioners need to further discuss.

In light of the recent shooting at City Hall and the consideration of safety of County employees, the following was discussed and considered:

**RESOLUTION 24-0182** approve and authorize the requirement of all visitors to enter through the main entrance of the Courthouse and be admitted through security. All employees of the County may still enter the side doors, but all visitors will be required to visit security and be escorted to the session room. This will be effective immediately. The following will be posted on the Commissioners' door, as well as, Human Resources/Benefits/Community Development:

*NOTICE: All visitors to the Muskingum County Board of Commissioners must enter through the Main Entrance of the Courthouse and be admitted through security.*

*By order of the Board of Commissioners, February 22, 2024.*

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 24-0183** authorize and approve the disposal of session video recordings after the coordinating minutes have been approved and posted online.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

The Clerk reported that she received a public records request for documents pertaining to Executive Consultants Group, LLC writing of a grant in 2021 for the proposed new County jail.

# Minutes for February 22, 2024

The following came to meet with the Commissioners regarding ODH Grant for Social Vulnerability and Engagement and the results of the surveys.

Carol Howdyshell  
Kassandra Settles  
Kaili Shaffer  
Travis Hupp

The areas surveyed include, Putnam, Brighton, West Main and the East Side.

Mackenzie Hill, Benefits Administrator, came to present the TruDataRx Formulary Recommendations to the Commissioners and the following was considered:

**RESOLUTION 24-0184** accept TruDataRx Formulary Recommendations as presented by Mackenzie Hill, Benefits Specialist.  
Motion made by Commissioner Crooks, seconded by Commissioner Cameron.  
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

The following legislation was presented and considered:

**RESOLUTION 24-0185** approve the payment of invoices incurred in 2023 with 2024 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>
Columbus Micro	Server	\$48.84

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

**RESOLUTION 24-0186** adopts the following resolution:  
Whereas, the **County** of Muskingum seek to upgrade its existing water facilities; and  
Whereas, the **County** of Muskingum intends to apply for **Water Supply Revolving Loan Account (WSRLA)** for the planning, design and or construction of the **water** facilities; and  
Whereas, the Ohio **Water Supply Revolving Loan Account (WSRLA)** requires the government authority to pass legislation for application of a loan and the execution of an agreement as well as designating a dedicated repayment source; now therefore,  
BE IT RESOLVED by the Council of the **County** of Muskingum, Ohio:  
SECTION 1. That Cindy S. Cameron be and is hereby authorized to apply for a **WSRLA** loan, sign all documents for and enter into a **Water Supply Revolving Loan Account (WSRLA)** with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for planning, design and/or construction of **water** facilities on behalf of the **County** of Muskingum, Ohio.  
SECTION 2. That the dedicated source of repayment will be Principal Forgiveness.  
SECTION 3. That is resolution shall take effect and be in force from and after the earliest period allowed by law.

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

# Minutes for February 22, 2024

**RESOLUTION 24-0187** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Commissioner's Office, as requested Beth Iden.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Licenses & Support	001-111-504017	\$50,000.00

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

**RESOLUTION 24-0188** authorize that Richard E. Beach, Muskingum County Sewer Department, be granted prior service credit as follows:

Muskingum Township: 05.09.2022 through 01.31.2024 = 1.7278 years  
 Muskingum County Engineer: 06.13.2016 through 05.05.2022 = 5.8944 years

Total years of prior service credit will be 7.6222 years with his anniversary date for Vacation Leave Accrual being 05.22.2017.

Richard will be eligible to transfer 70.23 hours of accrued Sick Leave from the Muskingum County Engineer's Department.

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

**RESOLUTION 24-0189** approve the payment of invoices incurred in 2023 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
MVHC-Leah Vensil	Nov. 3, 2023 invoice	\$319.95
MVHC-Leah Vensil	Nov. 11, 2023 invoice	\$ 71.10
MVHC-Leah Vensil	Dec. 1, 2023 invoice	\$ 71.10
MVHC-Leah Vensil	Dec. 1, 2023 invoice	\$ 35.55

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

**RESOLUTION 24-0190** approve the payment of invoices incurred in 2022 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Matthew J. Lutz, Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Galls	Ohio Deputy Sheriff Ladies S/S Poly Shirt w/Zipper	\$92.00

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

**RESOLUTION 24-0191** approve the payment of invoices incurred in 2023 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Matthew J. Lutz, Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Galls	25 invoices	\$2,662.59
Modern Office Methods	Contract Overages	\$ 391.44
Modern Office Methods	Contract Overages	\$ 447.79

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

# Minutes for February 22, 2024

**RESOLUTION 24-0192** approve the payment of invoices incurred in 2023 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Rachael Dille, Finance Manager.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Staples	Printer Toner	\$178.99

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 24-0193** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number Six for the Norfield Road, Arch Hill Road, Knipe Road, Carr Road Water Main Extension. Pay Application Number Six is for \$128,857.66

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 24-0194** authorize and approve Change Order Number 1 for the Norfield Road, Arch Hill Road, Knipe Road, Carr Road Water Main Extension. Change Order Number One is for \$38,561.20 to pay for additional pipe, meter settings, and other appurtenances to complete the project.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 24-0195** approve the payment of invoices incurred in 2023 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Supervisor.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Pendent Fire Protect. Serv LLC	SH/IM Sprinkler Syst. Inspection	\$230.40
Pendent Fire Protect. Serv LLC	SS Sprinkler Syst Inspection	\$ 9.60
OJFSDA	Hotel Stay Exec Comm Session	\$151.51

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 24-0196** approve the payment of invoices incurred in 2023 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Ronald L. Welch, Prosecuting Attorney.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Matthew Bender & Co., Inc	LexisNexis	\$1,602.64 (Partial)

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 24-0197** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Aggregator Registration Application for Aggregator Services in Ohio Power Company d/b/a/ AEP Ohio for the City of Zanesville and the Village of South Zanesville. Requested by Bob Snavely of Palmer Energy. (see attached)

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

# Minutes for February 22, 2024

**RESOLUTION 24-0198** approve the award of bid to Anderson UnderBridge, 7703 Park Place Road, York, SC in the amount of \$112,220.00 for a 2014 HP35 Hydra Platform, which includes training and delivery of the inspection platform for the Muskingum County Engineer's Office.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 24-0199** approve the payment of invoices incurred in 2021 with 2024 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Eric D. Martin, Judge.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Sheriff's Department	Indigent Guardianship	\$107.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 24-0200** authorize Laura Morrison, Tammy Swingle, Briann Wooley, Tanya Theisen, Sandy Post-Parker, Nora Riggs, Kadie Mishler, and Danielle Hardwick to travel to Cherry Valley Hotel for the 2024 Ohio Council on Welfare Fraud Annual Training Conference March 21<sup>st</sup> through March 22<sup>nd</sup>, 2024, requested by, James Evans, Supervisor of MCJFS. Estimated cost: \$780.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 24-0202** approve funding an award of \$1,000.00 (one thousand dollars) to the Pioneer & Historical Society of Muskingum County (Muskingum 250 Project). This award will be sourced from the FY2022 & FY 2023 Local Assistance and Tribal Consistency Fund.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

There was brief discussion regarding Stan Lucas' request for sewer rate increases this year.

There was continued discussion regarding Library Board appointments and the following was considered:

**RESOLUTION 24-0203** appoint Pam Kirst to the Muskingum County Library Board to complete the unexpired term of Matt Farus commencing immediately and ending on April 18, 2026.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Eric Reed, County Administrator, came to update the Commissioners.

- o Capital Budget Projects
  - o Will submit Avondale project to Senator Al Landis' office in near future

# Minutes for February 22, 2024

- Avondale
  - Roof
    - Must be bid if over \$75,000
      - Eric has offered to help facilitate bidding process if necessary. Gary King and Jeremy Davis handling the details as AYC Board has committed to fund the roof replacement
  - HVAC
    - Still working on design
    - Generator
      - Estimates for installed generators were presented by Point One to all involved
        - Eric shared dollar amounts with Commissioners
- Jail RFP
  - Bricker Graydon has prepared the first draft of the CMR-RFP, RFP Score Sheet and AIA 133 and 207 Agreements
  - Eric will work with Eric Ratts and Brian Addis on the long list of questions that need answered
- CBD Virtual Meeting Friday
  - Kevin has met with John Adams, DRC, regarding jail funding
  - Kevin also talked with Kyle Petty at CCAO
  - Eric will continue to work with Kyle Petty and others to get a better idea of where we stand on jail funding if it is included in the Senate Spending Bill

**RESOLUTION 24-0204** declare an Executive Session at 11:00 a.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Commissioners.

This session ended about 11:42 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

The Commissioners adjourned for lunch at 12:10 p.m. to resume session at 1:30 p.m.

Don Madden, Projects Director, came to present the following for the Commissioners' consideration:

**RESOLUTION 24-0201** authorize Cindy S. Cameron to approve on behalf of the Board of Muskingum County Commissioners the submission for PWS SWAP Protective Strategy Grant. This grant will enhance our Source Water Protection Plan.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

After some discussion regarding TIRC 2024 appointments, the following was considered:

**RESOLUTION 24-0205** appoint Eric Reed, Nick Roberts, and Blair Tom to the TIRC Board as Voting Representatives for 2024.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

# Minutes for February 22, 2024

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

Motion carried.

An email was received from Leah Vensil regarding the Board's agreement with MVHC. The following was then considered:

**RESOLUTION 24-0206** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the MVHC Memorandum of Understanding - Revised. Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

Commissioner Bell moved to approve the minutes of the 02.12.2024 session. Commissioner Crooks seconded.

Vote was Cameron, aye; Bell, aye; Crooks, aye.

Motion carried.

Commissioner Crooks moved to approve the minutes of the 02.15.2024 session. Commissioner Cameron seconded.

Vote was Cameron, aye; Bell, aye; Crooks, aye.

Motion carried.

Don Madden stopped to talk with the Commissioners about the logo to go on the tinted windows at the Utilities Department. It was agreed to use the County logo with the Courthouse.

With no further business being before the Board, the meeting was adjourned at approximately 3:47 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.

  
Cindy S. Cameron

  
Melissa J. Bell

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Mollie S. Crooks