

# Minutes for February 25, 2021

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

**RES 21-0208** 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.

There was discussion followed by the decision to cancel the Investment Committee Meeting today and reschedule. The Clerk will message the Treasurer, Todd Hixson.

Commissioner Porter reported that he has a meeting this afternoon with Anthony Adornetto.

Commissioner Porter said that Mayor Mason asked Tim Smith to call him regarding the building departments.

- The City was going to leave the County
- Tim explained that the two building departments need each other
- The original agreement, what Jason and Tim worked out with the City, was to be 40% the first year and 50% the second
  - Commissioner Porter would agree to that
- Tim said that Jason is excellent to work with
- Tim said cannot figure hospital renovation fees when negotiating
- The City has passed an ordinance for an agreement with the County, but the County has not agreed to anything yet
- Commissioner Crooks will invite the Mayor to session next week

Commissioner Porter reported that many residents are receiving the letter from Dyengy Energy explaining their supply through AEP, and it is confusing.

- There is no need to return the letter, if you don't want to change and continue to receive the savings

Commissioner Cameron reported that Chief Coury, ZPD and Sheila from Starlight called regarding the hiring of a Starlight client for Maintenance/Housekeeping.

- Ten hours a week at minimum wage
- This employee would have a coach that would be paid by Starlight
- Commissioner Porter suggested the Records Center or Recycling
- Commissioner Cameron will ask Starlight to come in to discuss
  - Pam should be in the meeting, as well

Pam Davis, Human Resources, came to meet with the Commissioners and the following was considered:

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**RESOLUTION 21-0227** declare an Executive Session at 10:27 a.m. for the purpose of discussing a Disciplinary Action – Housekeeping and Personnel for IT Department. This session ended about 10:55 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0228** terminate the employment of Melita M. Jarrett, effective February 26, 2021, for violation of Policy #8.01 Attendance and Tardiness, due to her incarceration having caused an inability to report to work after the end of the Unpaid Administrative Leave from December 14, 2020 through February 15, 2021.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Don Madden, Projects Director and Morgan Coast, Engineer, came to meet with the Commissioners for bid openings for County Line Road Water Main Extension.

**RESOLUTION 21-0225** Authorize the opening of bids for the County Line Road Water Main Extension

Motion made by Commissioner Porter, seconded by Commissioner Cameron

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

**RESOLUTION 21-0226** Authorize taking bids under advisement for the County Line Road Water Main Extension

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

There was discussion regarding the committee to review Fire Department Grant applications and its resolution.

- There has never been an executive committee for EMA
- Current EMA started as Civil Defense, then Emergency Management, then Emergency Management Office of Homeland Security
- Only township not found to have entered agreement with County EMA, is Meigs
  - All other townships and the City have agreements

Jeff presented a letter draft to the Commissioners to be sent to the Fire Chiefs regarding the grant

- All approved

The Commissioners confirmed the wage increases are to begin February 28, as well as, Travis' increased hours to 40 per week.

The following was then considered:

**RESOLUTION 21-0229** declare an Executive Session at 11:39 a.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Emergency Management Agency. This session ended about 11:55 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

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There was a question about the “Executive Committee” mentioned in ORC 5502.26.

- It was decided that there is no Executive Committee for the Muskingum County EMA and there are no intentions of forming such
  - It was decided to remove that reference from Assistant Prosecutor Zanghi’s draft, upon his approval

There was discussion regarding the February 18 and 22 minutes.

- Commissioner Porter wants it noted that when the board was talking about the Sunshine Law, he asked for Mark Zanghi to come down to explain what discussion and deliberation means.

Commissioner Cameron moved to approve the minutes of the February 18, 2021 session.

Commissioner Porter seconded.

Vote was Crooks, aye; Porter, aye, watch the video; Cameron, aye. Motion carried.

Commissioner Porter said he has a report on the County Court and Records Center situation.

Commissioner Porter moved to approve the minutes of the February 22, 2021 session with changes. Commissioner Cameron seconded.

Vote was Crooks, aye; Porter, aye, watch the video; Cameron, aye. Motion carried.

Commissioner Crooks asked if the Sheriff was waiting on a response regarding fiber optics between the Sheriff’s Office and the Dog Pound

- Are we moving along with Ables or do we need another quote
- The Sheriff made the point that this will be a one-time cost of \$21,000 compared paying monthly fees which would total \$20 -30,000 on an annual basis

Commissioner Porter reported that he started getting texts from Corrie at the Records Center either Monday or Tuesday

- They discussed the boxes that Mr. Welch kind of put in its place
  - In construction right now and told not to take boxes from County Court
- Alma Tennent sent an email to Debbie Nye saying that she’s taking the boxes somewhere
  - Debbie Nye tells Corrie to take the boxes, so Corrie smiled and took the boxes
- Commissioner Porter said why would we want to get in that mess
- Corrie told Commissioner Porter that she has the money for Phase III shelving in her 2021 budget

Commissioner Porter also got an estimate on the Fletcher Road Bridge to replace where the old structure was

- Around \$95,000
- The cost would increase considerably if moved down to the Smith by-pass
- Suggested Clerk of Courts help, but obviously not going to happen
  - When it comes time to vote on her office renovations, he will be a no

Why did Mr. Bickle choose to go with Pioneer software if not going to work

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- Guessing he didn't know wouldn't work

Commissioner Cameron reported that they are still one-half hour short on Security at County Court.

- Cecil is working 8-4 which means no one there from 4-4:30
- Commissioner Cameron reported previously that Judge Vinsel had called her and told her not to worry they would take care of it
  - Now he says he is not sending his probation officer down there and just wait to see what happens
  - Scott has been staying to lock-up 4:30 p.m.
  - Allen will give Cecil two 15 minute breaks during the day
- Cecil found 15 knives the first day and 9 the second
- Judge Vinsel says that now that Cecil is here, Adult Probation and the Prosecutor's office now has security, so why does he have to cover all of it
- Commissioner Cameron suggested calling Judge Vinsel to discuss
- Commissioner Porter confused...sometimes we're asked to make the decisions and sometimes no input at all

Commissioner Porter said he may go directly to Solid Waste Monday morning.

Commissioner Cameron reported that a member of the Park District called and asked her to sit in on a meeting in which they were talking about a levy.

- She will give the other Commissioners a copy of her notes

Commissioner Porter said he used to do that several years ago, and was told to stop and he stopped

- Commissioner Cameron said if they ask her to sit in and listen, she's going to sit and listen
  - She told them that she would give the Commissioners the notes from the meeting and if they wanted to come in to talk to the entire Board about ideas...
  - Commissioner Crooks said there are no decision being made, it's no different than the boards we sit on
  - Commissioner Porter said he wasn't making decision when he went to the Animal Shelter meetings, and you both (Crooks, Cameron) told him to stop
  - They (Crooks, Cameron) didn't think they told to stop going to the Animal Shelter
    - In fact, Commissioner Cameron said she asked him to ask the Animal Shelter if we could pay them rent and use their kennels
      - Commissioner Porter came back and told the Board that the Animal Shelter said there would have to be a full meeting and we would have to present an agenda and the media would be there.
        - Commissioner Cameron never knew of anything that happened after that
- Commissioner Crooks said she would see it as an issue if they all three showed up at these meetings and not a very effective use of everyone's time

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- One person goes and then shares the information...she doesn't have a problem with that
- It appears the Park District Board is leaning towards a levy
- When will we decide if we are going to continue to pay the Park District Director's salary
  - It has been extended for two years

The following legislation was now considered:

**RESOLUTION 21-0209** approve the Supplemental Appropriation of Funds within Fund Number 121, for the Muskingum County Human Resources, as requested by Mackenzie Hill, Benefits Specialist, Muskingum County.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Retiree Life Insurance	121-098-504154	\$5,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0210** 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>
Telemetry & Processing	SCADA parts	\$951.29

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 21-0211** 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>
Guernsey-Muskingum Electric	911 Tower Fees Dec/Jan	\$54.42
MCSO Visa Charge	T-Mobile-Investigation on Cell	\$225.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-212** approve the decrease in Appropriations within Fund Number 087 for Muskingum County Community Development, as follows:

**DECREASE APPROPRIATIONS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	087-375-504001	\$150,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 21-0213** 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 Alma Tennent, Clerk, Muskingum County Court.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
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Staples	004-242-503001	\$ 87.93
Staples	001-242-503001	\$ 49.01
Staples	076-242-503001	\$1,728.14

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0214** Mollie S. Crooks is hereby authorized to sign the Exhibit 1 for the Water Supply Revolving Loan with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for the North Moose Eye, Lodge Road, Maplebrook Road, Nel-Da-Mar, Tammy Circle, McKinley Road, and Tavenner Boulevard, Waterline Extension Project. This Exhibit will allow Muskingum County to access Appalachian Regional Commission funds for the project.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 21-0215** authorize Mollie S. Crooks to sign the Notice to Proceed and the Notice of Commencement for the Maysville Sanitary Sewer Improvements.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0216** authorize Mollie S. Crooks to sign the Contract Documents for the Maysville Sanitary Sewer Improvements.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0217** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Big B & Mutton Ridge Roads Water Main Extension Project.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0218** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Southern & Sundale Roads Water Main Extension Project.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 21-0219** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Sunflower Road and Getz Lane Water Main Extension Project.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

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**RESOLUTION 21-0220** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Twin Hills Drive Water Main Extension Project.  
Motion made by Commissioner Porter, seconded by Commissioner Cameron.  
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 21-0221** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Virginia Ridge Road Water Main Extension Project.  
Motion made by Commissioner Porter, seconded by Commissioner Cameron.  
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 21-0222** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the 2022 WSRLA (Water Supply Revolving Loan Account) Nomination Form for the Wilds Water Main Extension Project.  
Motion made by Commissioner Porter, seconded by Commissioner Cameron.  
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 21-0223** authorize the establishment of the tap fee in the amount of Five Hundred Dollars (\$500.00) for normal residential customers and the normal commercial tap fee for non-residential customers for the water main extension to the Sunflower Rd and Getz Lane and Virginia Ridge Road.  
Motion made by Commissioner Cameron, seconded by Commissioner Porter.  
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 21-0224** approve the line item transfer of monies within Fund Number 196 as requested by Beth Iden, Deputy Clerk, Muskingum County Commissioners, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
196-102-503015 Parts & Supplies	196-102-504001 Contract Services	\$2,300.00

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

With no further business being before the Board, the meeting was adjourned at approximately 12:53 p.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.



Mollie S. Crooks



James W. Porter



Cindy S. Cameron

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*This is a condensed version of today's session. For a more detailed account, feel free to request a DVD recording.*