

Minutes for Thursday, March 11, 2021

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

RES 21-0259 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 Cameron let the Board know that she has an appointment at 1:00 today and will not return to the office.

Commissioner Cameron reported that she asked Rachel at CCAO if she would send out a talk thread about the Park District.

Commissioner Cameron received a text on Tuesday, March 09, from Cheryl Subler of CCAO who, in regards to additional COVID relief funds, said "the allocation of \$16 million is only for the County. The State will distribute to the small cities, villages and townships. The spreadsheet from Congress, for some reason, omitted townships in Ohio and Illinois. The folks in DC are working to correct this".

The Clerk informed the Board that the Township checks are ready.

- If enclosure letter is completed today, the checks can be sent today
- Mark Zanghi, Assistant Prosecutor, made some changes to the letter

Sheriff Lutz came to talk with the Commissioners.

- Dwight Taylor properties will be auctioned the second Saturday in April
- Signage drafts for the new K-9 Adoption Center
- A volunteer at the Adoption Center was bit by a resident dog, filed report
- He had a disagreement with a volunteer regarding the fostering of a dog
- Cameras are ordered for the new facility

Commissioner Crooks asked the Sheriff if he had connected with Ben Appleby about the trail at the new Adoption Center.

- He has not made contact, doesn't think he has his contact information
- Ben willing to do the design for us, thinks he's willing to donate that part

Pam Davis, Human Resources, joined the conversation.

- She will extend the Builders Risk Coverage on the new facility through May 31

Pam asked the Board for approval to have Life Insurance Certificates printed.

- 900 Active employee certificates
- 200 Retiree certificates
- Two quotes
 - Tom's Print Shop: \$2,420.00

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- Allegra: \$2,227.90
- It was agreed to go with the lowest quote; it was discussed that it would be good to distribute the projects among the local companies

Sheila Hina, Employment Navigation Support Specialist, Starlight MRDD Programs, came to talk with the Commissioners. Pam Davis, Human Resources was also present, as well as, Corrie Marple, Director, Muskingum County Records and Robbie Frame, Muskingum County Maintenance/Housekeeping.

- Sheila works with adults who are looking for part-time work
- She also works with employers who provide employment
- The employee's wage is the employer's responsibility, but their coach is paid for by OOD
- Transportation for the employee is arranged by the program
 - MSI
 - MRDD
 - SEAT
- Records Center could possibly use someone for sorting and filing
 - Corrie has talked with Sheila and also talked with the department whose filing they would be working with
 - Work would be project based
 - Would always approve through the department whose records were involved, first
- Making decisions for employer and employee is always a team effort

Next step would be for each department to write down tasks available, then Sheila will look at pool of job seekers. At that point, she would set up an appointment between the department and the job seeker.

- Pam will send Sheila contact information for the departments that are interested
 - Records
 - Maintenance
 - Adoption Center
 - Recycling

There was continued discussion regarding the Park District.

- Commissioner Porter asked if Commissioner Cameron is questioning the funding to the Park District, why did we renew
- Commissioner Cameron is not questioning, thinks we should pay it
 - She's wondering why when we pay \$75,000, his salary is just less than \$51,000; \$57,000 with PERS; a difference of \$18,000
 - Commissioner Porter said some of it went towards Sarah West's salary when she worked in their office part time
 - The Director's insurance cost is \$15,855 annually
 - Bert Hendley was paying the groundskeeper's salary in the past
 - Commissioner Porter noted that if it hadn't been for Bert Hendley, Park District wouldn't be here
 - He footed the bills for quite a few years

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Stan Lucas, Sewer Department Manager, came to see the Commissioners.

- He would like to purchase the following:
 - 2021 High top van
 - 2021 Pickup truck
 - Tool bed
- Stan says he has enough in his budget to purchase these items.

The following was then considered:

RESOLUTION 21-0273 approve the purchase of the following equipment at the request of Stan Lucas, Manager for the Muskingum County Sewer Department.

2021 Ford Transit 150 Van	Dutro Ford	Quote: \$34,436.00
2021 Chevrolet Pickup	Dunning Motors	Quote: \$32,371.00
Reading 8" Classic Tool Bed	Ace Truck	Quote: \$10,228.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Stan also presented quotes for mowing lift stations this summer.

Finscape Services, LLC

William Harris Lawn Care

Lawler's Lawn Co., LLC

Stan would assume they would each require a one year contract.

- Commissioners would be the ones to sign

Commissioner Porter asked if they don't mow one week, because it doesn't need mowing/dry season, do they still get paid?

- Stan will check on that

Commissioner Porter asked if we used to mow these ourselves

- Yes and will continue to mow the shop
- There are times when they get busy and it's hard to get someone out, then it goes longer than a week
 - Some sit close to people's houses

Commissioner Cameron noted that Harris is lowest on the Adamsville mow, only

- Would he be willing to do just Adamsville
 - Stan will follow-up on that

The following legislation was now considered:

RESOLUTION 21-0260 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>
Muskingum County Bar Assoc	Judge Vinsel Annual Dues	\$100.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-0261 approve the Supplemental Appropriation of Funds within Fund Number 070, for the Muskingum County Court, as requested by Alma Tennent, Clerk.

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SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Indigent Alcohol Treatment	070-642-510002	\$31,155.00

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
070-642-510002 Indigent Alcohol Treatment	034-000-414002 House Arrest	\$31,155.00

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

RESOLUTION 21-0262 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>
Thomson Reuters	Subscription	\$1,008.00
Modern Office Methods	Copier Overage	\$ 57.18
MCSO	911 Tower	\$1,920.00
Genesis	Inmate – Pepper 7.28.20	\$ 197.66
Genesis	Inmate –Pepper 8.26.20	\$ 197.66
Genesis	Inmate – Pepper 09.24.20	\$ 197.66
Genesis	Inmate – Pepper 10.22.20	\$ 197.66
Genesis	Inmate – Peppper 10.24.20	\$ 266.06
Genesis	Inmate – Pepper 11.19.20	\$ 197.66
Genesis	Inmate – Pepper 08.21.20	\$ 420.23

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

RESOLUTION 21-0263 accepts Official Amended Certificate Number Four (4) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated March 3, 2021.

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

RESOLUTION 21-0264 approve and authorize the payment of invoice(s) incurred prior to funds being encumbered in the amount of \$1,019.30 as requested by Alma Tennent, Clerk of the Muskingum County Court.

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

RESOLUTION 21-0265 approve a payment to LEB Contracting Inc. for \$10,086.20 as a final payment and a payment to Carr Concrete for \$61,068.00, and to Xylem Water Solutions for \$59,440.00 to complete the Leffler Road, Nostine Road, Baughman Run Road, Swackhammer Road, Cannelville Road, Gils Hollow Road and Roseville Water Tank Site.

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

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RESOLUTION 21-0266 approve and authorize the payment of invoice(s) incurred prior to funds being encumbered in the amount of \$1,550.00 as requested by Vicki Vallee, Fiscal Supervisor of the Muskingum County Juvenile Court.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-0267 authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees in the amount of \$444.14 for Wayne Township salt barn.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0268 accept the resignation of Michael Fey from the Muskingum County Water Department with an effective date of March 12, 2021.

Motion made by Commissioner Cameron, aye; seconded by Commissioner Porter.

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

RESOLUTION 21-0269 accept the resignation of Garrett Killian from the Muskingum County Water Department, with an effective date of March 19, 2021.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0270 approve the posting for 2 full-time (40 hours weekly) Field Operator 1 positions for the Muskingum County Water Department. This position will be posted at \$16.00 per hour. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-0271 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 Muskingum County Job & Family Services, Tom Smith, Fiscal Supervisor.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
City Tire	PRC Car Repairs	\$856.07

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0972 approve the establishment of new fund, number 143, which does *not* require approval of the State Auditor's Office, and line items as requested by Mark Eicher, County Engineer, for Muskingum County.

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	To account for a federally funded grant to replace the bridge PID 101730, Gaysport Bridge
<u>Department</u>	368 Highway Department
<u>Award Amount</u>	\$5,000,000 (80% up to \$5,000.00)
<u>CFDA #</u>	20.205
<u>Grant Period</u>	2021-2023
<u>Grant Administrator</u>	Matt Russell
<u>Matching</u>	Balance of funds over \$5,000,000

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Type Capital Project Fund - Federal

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	ODOT – Federal	143	000	409046
	Transfer In	143	000	414002
Expenditures:	Description	Fund	Dept.	Account Code
	Contractual Services	143	368	506051
	Federal Memo Entries	143	368	506054

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RIGHT OF WAY PERMITS SIGNED:

2021-16 Lumen; Mansfield, OH
 Jackson Twp; Raiders Road
 Bore Raiders to Spencer; Phone Cable
 Begin April 1; 60 day completion

2021-18 AEP Ohio; New Albany, OH
 Wayne Twp; Kemper Ct/CR 720
 Adding fiber cable across CR720
 Begin ASAP; Completion 12.31.21

2021-11 Columbia Gas; Columbus, OH
 Washington Twp; CtyRd 191
 New underground 1” plastic to Jackson Road
 Begin March 3; Completion March 3, 2021

2021-12 Columbia Gas; Columbus, OH
 Cass Twp; CtyRd 706
 Gas service line replacement, due to leak
 Begin February 26; Completion February 26

2021-17 National Gas & Oil; Hebron, OH
 Hopewell Twp; Flint Ridge Road
 Install 2” plastic gas line along Flint Ridge Road
 Begin March 22; Completion March 26

2021-19 Columbia Gas; Columbus, OH
 Newton Twp; CtyRd 652
 Abandon gas service line at 6915 Old Town Road
 Begin March 22; one day completion

2021-20 National Gas & Oil; Hebron, OH
 Springfield Twp; Ridge Road
 Intall 4” plastic main across Ridge Road
 Begin March 18; one day completion

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2021-21 National Gas & Oil; Newark, OH

Muskingum Twp; Jones Rd (TR 470)

Bore under & across Jones Rd to E Side, 1,000 ft to existing pipeline

Begin ASAP; 2-3 days completion

Commissioner Porter reported that he attended the Newton Township Trustee meeting Tuesday night.

- Was fully expecting them to say wasn't going to build a road
 - That statement came from Jim Smith
 - Derek Dozer said he wants an estimate for a new road before he makes up his mind about the bridge
- Commissioner Porter asked them to flag out where they wanted it
- Some of the residents work at Shelly and Sands and built the "Smith by-pass" which they are using now
 - They have offered to supply equipment, work and possibly, some material to build this road, if they move the bridge south of the former location
- Commissioner Porter talked with Mark Eicher, County Engineer
 - Mark would ask that the Township send him a letter asking for his expertise, as far as an estimate and perhaps surveying
 - Commissioner Porter talked to both Trustees who said they would get him a letter
- The former location had trouble holding the embankment
 - Have to cross two creeks instead of one
- They also talked about Fire Districts
 - Chief said he didn't get an email from Jeff Jadwin
 - Commissioner Porter didn't argue with him
- Trustee Dozer asked Commissioner Porter about the Avondale roads and where we are with that
 - Commissioner Porter said the County had been down to fix a couple of manholes
 - Trustee Dozer said that the roads are continuing to deteriorate and we didn't uphold our end of the bargain
 - Commissioner Porter told him he thought we had asked them (Township) to apply for CDBG money and doesn't think they did
 - Derek admitted that he thought that was right and thought Trustee Stephenson had been taking care of that
 - Trustees are requesting to meet with the County in Avondale, again
 - The roads that had backfill changed, during construction, are fine, the other roads keep settling
 - Commissioner Porter will arrange a meeting

Commissioner Crooks asked how long is the County responsible.

Commissioner Porter said someone had to sign off on the completed project.

There was brief discussion about Sheila's "work at home" status.

- Commissioner Crooks will reach out to Sheila to ask her to start working in the office

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Commissioner Cameron mentioned an email response from Tim Bubb of Licking County regarding security.

Commissioner Porter received a text from Judge Kalis stating that Wendy Sowers, Clerk of Courts, doesn't think Title Office closing at 4:30 is an option.

Commissioner Crooks moved to approve the minutes of the March 08, 2021 session with changes. Commissioner Porter seconded.

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

Motion carried.

Commissioner Crooks reported that there is a new date set for the Washington JEDD discussion.

- April 1; 8:30 a.m. at the Welcome Center
- Commissioner Porter's comment was noted, but everyone else was fine with meeting to discuss
 - She has reiterated with everyone she's talked to that we cannot make decisions, the meeting is just for discussion
 - She asked the Auditor's office to be involved, because they were involved in the 2014 meeting
 - The Mayor will attend and may invite Kade Haddox
- Commissioner Porter asked the Board to keep in mind, over \$17 million invested in EastPointe Business Park.
 - Commissioner Porter asked the Board to do their homework about how the City paid back \$1.5 million
 - Be open minded about how much we have invested in that park
- Commissioner Crooks asked what the City's investment was in EastPointe
 - Commissioner Porter said, a signature
 - Mayor Tilton did do some things out there that helped; salting roads and plowing sometimes
 - Abatements are mostly over
 - His job is to represent the County, no business would start giving away money until they had their debt paid off

Scott Lee, Facilities Superintendent, turned in a listing of users and frequency of visits to the Law Library.

- Commissioner Cameron said it is not her intent to do away with the Law Library, just brought up the question because Judge Vinsel noted that is a lot of wasted space. Licking County houses their Law Library in the Licking County Library.

Commissioner Crooks presented a new drawing of signage of the Law Administration Building.

- All agreed

There was continued discussion regarding a cover letter to be sent with the Township checks.

- Mark Zanghi had made a couple of changes

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Commissioner Porter said he does not see the necessity of “if you are willing to share with us how you utilize these grant dollars...” I trust them they know what they are allowed to do

- Commissioner Crooks felt this statement was a middle of the road between what Commissioner Crooks wanted to say and Commissioner Porter not wanting to ask them for follow-up information. She thinks this information could be helpful in the future.
 - Commissioner Porter would still prefer not to have it in there
 - Commissioner Cameron said at least it's posed in a question so if they don't want to tell us, they don't have to tell us

The Clerk informed the Board that Kathleen Clark with Fifth Third Bank will be coming on April 12 to meet with the Auditor.

- She's asked to set up a time to meet with the Commissioners
 - All agreed

Commissioner Cameron asked about Domestic Relations and County Court's security.

- She believes that is a lot of money to have tied up in six people
- There is an email sharing how Licking County handles their security

Commissioner Porter said, again, if they're that scared they need to find another job. A half million dollars is a lot of money and could be better utilized out in the County getting drugs and crime off the street. How have they gotten by with it this way for 18 years and now it's a problem.

- Knowing we have to provide security, Commissioner Cameron asked if we have to provide the kind of security Judge Kalis is asking for, if she's not going to help pay for it
- Commissioner Porter's thought is that private security would be a lot cheaper
 - Put out RFQ or proposals to search what's available

Commissioner Porter said he doesn't understand that the Sewer Department is not doing hardly anything in-house and still does not have time to do his own mowing.

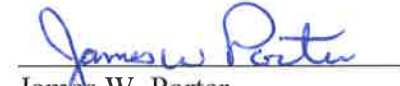
- Commissioner Cameron thought we asked Don Madden the same thing when he started contracting it out
- Commissioner Crooks said that the Sheriff has someone mowing the shooting range...not unusual to contract

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With no further business being before the Board, the meeting was adjourned at approximately 12.34 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.



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.