

Minutes for March 16, 2020

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

RES 20-0257 Meeting was called to order at 1:00 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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

Commissioner Cameron moved to approve the payroll, pending review.
Seconded by Commissioner Crooks.
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

The following legislation was now considered:

RESOLUTION 20-0258 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners change Order Number One, a deduct in the amount of \$36,949.08 for the Water Main Extensions to North Moose Eye, Lodge, Maplebrook, Nel-Damar, Tammy, McKinley & Tavenner Roads.
Motion made by Commissioner Crooks, seconded by Commissioner Porter.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0259 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 2 in the amount of \$76,578.27 for the Water Main Extensions to North Moose Eye, Lodge, Maplebrook, Nel-Damar, Tammy, McKinley & Tavenner Roads
Motion made by Commissioner Porter, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0260 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 5 for the Weber Lift Station Renovation Project in the amount of \$130,428.47
Motion made by Commissioner Crooks, seconded by Commissioner Porter.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0261 **WHEREAS**, Muskingum County, Ohio has been or is immediately threatened by the COVID-19 Virus, also known as the Coronavirus, a biological hazard and/or pandemic as determined by the World Health Organization, the U.S. Center for Disease Control, the Ohio Department of Health, and the Zanesville-Muskingum County Board of Health;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Muskingum County, State of Ohio:

1. That a State of Emergency exists in Muskingum County, Ohio, and we hereby invoke and declare those portions of the Revised Code of the State of Ohio which are applicable to the conditions and have caused this issuance of this proclamation, to be in full force and

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effect for Muskingum County for the exercise of all necessary emergency authority for the protection of lives and property for the people of Muskingum County, Ohio, and the restoration of local government with a minimum of interruption.

2. Reference is hereby made to all appropriate laws, statutes, ordinances, resolutions and particularly to Section 5502 of the Revised Code of the State of Ohio.
3. All public offices and employees of Muskingum County, Ohio are hereby directed to exercise the utmost diligence in the discharge of duties required for them for the duration of the emergency and in the execution of laws, regulations, and Federal, State and local directives.
4. All City, Village, and Township offices and employees situated within Muskingum County are hereby requested by Muskingum County, Ohio to assist any and all Muskingum County public offices and employees in the discharge of their duties in response to the emergency.
5. All citizens of Muskingum County, Ohio are hereby called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officials.
6. All operating forces are requested to direct their communications and requests for assistance and operations to the Muskingum County Emergency Management Agency and/or the Emergency Operations Center.
7. It is hereby found and determined that all formal actions of this Board of Commissioners of Muskingum County concerning and relating to the passage of this resolution were adopted in an open meeting of this Board of Commissioners of Muskingum County and that the deliberations of this Board of Commissioners of Muskingum County and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including section 121.22 of the Ohio Revised Code.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0262 authorize the advertisement of Board of Elections Rooftop HVAC Installation. Advertising in the Zanesville Times Recorder, March 20, 2020; Pre-Bid meeting March 24, 2020, 9:00 a.m.; Open bids April 6, 2020, 11:00 a.m.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0263 Cindy S. Cameron is hereby authorized to sign all documents for and enter into a Water Supply Revolving Loan Account Agreement with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for planning, design and construction of the water facilities on behalf of the county of Muskingum, Ohio.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

Don Madden, Projects Director, asked to talk with the Commissioners about upcoming water billing. How should he handle late notices? All agreed that water should not be shut off. Don will bring a sample of a delinquent bill for the Commissioners to view.

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There was discussion regarding a sign that will be placed on all County doors asking folks that have a fever or new cough not to enter, but rather, call. Commissioner Cameron asked what they are to be told when they call. We are to try to handle their questions over the phone or transfer them to the appropriate department.

Starting tomorrow the daily COVID-19 meetings will take place at the Center for Seniors.

Commissioner Cameron reported that Lisa from the State Health Department and a representative Quanta conference called in response to a message to Tim Schaffer and Adams Holmes regarding the length of time it is taking for COVID-19 testing results. Quanta said their turn-around time is under 24 hours and the result goes to the submitter. Quanta asked for communication from those asking about the results and left her email address. Commissioner Cameron will pass along information to Diana from the Health Department and Beth at Genesis.

There was discussion about supplies needed for the COVID – 19; thermometers, masks, etc. The following was considered:

RESOLUTION 20-0264 BE IT RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio does hereby approve the creation of a new Expenditure line item within Fund 130 for the Muskingum County Emergency Management Agency as follows:

CREATE NEW EXPENDITURE LINE ITEM

<u>Description</u>	<u>Line Item Number</u>
Contagion Emergency Supplies	130-461-503017

BE IT ALSO RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio does approve the payment of \$25,000 from 001-902-507024 (Intergovernmental-Outside Agencies) issued to Muskingum County EMA to be paid into Fund 130 to be used for COVID-19 expenses.

AND ALSO, approve the Supplemental Appropriation of Funds within Fund Number 130, for the Muskingum County EMA, as follows:

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contagion Emergency Supplies	130-461-503017	\$25,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

The Commissioners left to meet Cole Ryan at County Court for discussion regarding their upcoming renovations.

Steve Carrel from Muskingum Behavioral Health came to talk with the Commissioners about Pearl House. Pearl House will be located at the south end of Third Street and will be a housing facility for those who are currently going through or have completed rehabilitation. Construction is scheduled to begin May 1 and will take 14-16 months. Completion is anticipated for summer of 2021.

Pam Davis, Human Resources, came to see the Commissioners. She has received several phone calls regarding COVID-19. If employees are sick with fever of 100.4 or more, new cough or difficulty breathing, they are encouraged to stay home and can use sick, vacation, personal or comp time. Otherwise, as of today, it's business as usual. There are to be no children at work

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with the employee. That presents a liability issue and is not within CORSA guidelines. The following was then considered:

RESOLUTION 20-0265 approve to temporarily modify the County Sick Leave Policy. During the state of emergency for the State of Ohio due to COVID-19, the Sick Leave Policy will be amended to suspend the requirement to provide a physician's statement to validate a medical condition that results in an absence in excess of three consecutive days.

This temporary amendment is being made due to the current COVID-19 pandemic. It is recommended to actively encourage sick employees to stay home until they are free of a fever for at least 24 hours or other symptoms. Employees should also be encouraged to stay home if they have a family member that is symptomatic.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

At 3:30 p.m. the Commissioners, along with Pam Davis, Human Resources, participated in a group call with several other Commissioners in Ohio. This call was hosted by CCAO and CORSA.

Tim Thompson, Director Board of Elections, called to tell the Commissioners that he is still waiting for a call regarding the Judge's decision for tomorrow's primary.

Jeff Jadwin, Director EMA, stopped in to tell the Commissioners that he has been told that Ohio will perform no autopsies on anyone suspected to have had the Coronavirus.

Mark Zanghi, Assistant Prosecutor, came to talk with the Commissioners. He asked the Commissioners to email if they had any questions or concerns regarding the state of the health community at present.

Commissioner Cameron started a brief discussion regarding appointing a central position in each office. If downsizing should occur during this pandemic, there would be a plan in place.

Pam wanted to clarify communication to employees. It is CORSA's recommendation not to allow healthy kids to come to work with parents. It is Mark's recommendation to follow CORSA's guidelines. If an employee misses work because of lack of childcare, they are to use Vacation, Personal or Compensatory time. Pam will send an email outlining these County policies.

Commissioner Cameron asked if it would be helpful to begin session at 9:00 a.m. Thursday. Commissioner Porter said to meet when they want, he doesn't have to be there.

RESOLUTION 20-0266 declare an Executive Session at 4:30 p.m. for the purpose of discussing a Personnel Action Matter pertaining to that of a public employee of Muskingum County Maintenance/Housekeeping. This session ended about 4:39 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

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RESOLUTION 20-0267 approve the employment of a temp to replace a temp in Muskingum County Maintenance/Housekeeping.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Commissioner Porter asked Pam if she has any results from background checks for the new Records Department employee. She has not, but will check with the Attorney General's office tomorrow.

Commissioner Crooks said that Deputy Dog Warden Alisha texted her about limiting the visitors coming in to the Pound. Dr. Butterfield said it was okay for the Volunteers, as long as they showed no signs of sickness and keep their space walking the dogs.

Commissioner Crooks asked the Clerk to send Christine Holmes from Y-City news a copy of the Declaration of Emergency.

There was the beginning of some conversation about overtime hours for Jeff Jadwin and Travis Roach with EMA. Commissioner Porter said he heard Jeff say today that he would be working eight hours and done.

It was agreed to begin session at 9:00 a.m. Thursday.

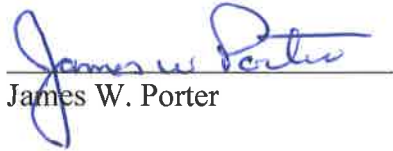
With no further business being before the Board, the meeting was adjourned at approximately 4:52 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



Cindy S. Cameron



Mollie S. Crooks



James W. Porter

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

