

Minutes for March 26, 2020

Commissioners Present: Porter, Cameron, Crooks

Staff Present: Susan Reese

The Commissioners attended The Unified Joint Command meeting in the morning

RES 20-0288 Meeting was called to order at 1:26 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.

The following legislation was now considered:

RESOLUTION 20-0289 approve the line item transfer of monies within Fund Number 001 as requested by Robert Smith, Juvenile Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
Clerk/Magistrate Other Expenses	COVID-19 Expenses	\$3,500.00
001-244-507001	001-244-503017	
Detention Supplies	COVID-19 Expenses	\$5,000.00
001-246-503001	001-246-503017	

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0290 approve the Supplemental Appropriation of Funds within Fund Number 007, for the Muskingum County Job and Family Services, as requested by Tom Smith, Fiscal Supervisor.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
MCJFS – COVID-19	007-692-503017	\$95,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0291 approve the payment of invoices incurred in 2019 with 2020 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Supervisor, Muskingum County Job and Family Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Foxfire Tutoring	Tutoring Services	\$1,424.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

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RESOLUTION 20-0292 approve the payment of invoices incurred in 2019 with 2020 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>
Muskingum Valley Health Center	Inmate Services	\$48.84

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0293 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Auditor, as requested by Michael Babcock, Chief Administrator.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Settlement Deductions	001-902-55028	\$115,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0294 approve and authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Subordination Agreement form for the mortgage of Matthew Antonetz, in the original amount of \$33,668.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Sheila Samson, Program Director.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0295 approve Supplemental Appropriations, as requested by Mark C. Fleagle, Administrative Judge, Muskingum County Common Pleas Court .

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Common Pleas	042-241-503001	\$420.00

Specialized Docket Subsidy Grant Supplies

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Commissioner Cameron reported that she had a question from Judge Hooper and the Hixson Building Security about the necessity of the Law Library being open at this time...is it essential?...how often is it used? Commissioner Porter said that he believes there are several attorneys that have access to the Library, and doesn't think it necessary for Sharon Ball, Secretary, to be there. Commissioner Cameron called and left a message for Grant Stubbins, the Commissioners' appointment to the Law Library, to see if the Law Library is considered essential.

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

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RESOLUTION 20-0296 declare an Executive Session at 1:44 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Maintenance/Housekeeping. This session ended about 1:50 p.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

Pam also had questions about the Commissioners' resolution allowing sick time donations to departments other than under the same appointing authority. Is this only to apply to COVID-19 situations? For example, there is an employee undergoing chemotherapy treatments and her supervisor felt she was at higher risk to contract the virus. Pam said if her supervisor told her not to come in that would be paid administrative leave. If the employee came to the supervisor and said she wasn't comfortable working then that would be sick, vacation or personal time. Commissioner Cameron clarified that the supervisor was going to donate sick time for this employee. If the employee was advised she is high risk, that would be considered Paid Administrative Leave.

The resolution was intended for COVID-19 related situations.

Danielle from the Treasurer's office, returned the Commissioners call regarding the Treasurer's request for supplemental appropriations for the newly established COVID-19 expense line item. The Commissioners would prefer a line item transfer rather than supplementals. Danielle will ask the Treasurer and get back with the Commissioners.

There was discussion regarding the possibility of reimbursements through FEMA for COVID-19 expenses. There will not be an unlimited amount of reimbursements for these expenses. Departments have to realize that reimbursements are an unknown. There will probably need to be more money put into the County COVID-19 expense fund, as well. The City has not yet contributed to this fund. Commissioner Porter said he would ask the Mayor tomorrow, but it would be a slow process even if they did agree to contribute.

The Commissioners placed a call to Don Madden at his request. He explained that Stan said after the big rain over the weekend, there were large amounts of iodine detected at Weber. After tracing back it was discovered that the manholes are eaten up. The landowner, Curt Collins, will allow the Sewer Department on the property to replace the manholes. The cost will be slightly less than \$2,000 each. Don would consider this an emergency to proceed. All agreed. Don said he has talked with Mark Eicher regarding the Water Department building. All of the dirt has been moved in preparation of the building. His question would be whether to build a pole building of which he prefers the roof not be so high (30 feet). His preference would be to go with Sourcewell (through State purchasing) and build a steel building. All agreed that Don could go through State purchasing with Sourcewell doing the plans.

Commissioner Porter asked Don to report on the Newton Township meeting on Tuesday. Those attending the meeting were Stan Lucas, Don Madden, Jim Porter, Jim Smith, Derek Dozer and some Township workers. Don's opinion is that there is some spots where the asphalt has settled and needs addressed, but not all issues are County responsibility. They're wondering if there may be some CDBG monies available for that. Commissioner Porter said he sent Sheila Samson an email asking about that. There was also a question about Issue II money, but there would need to be a match for that. Commissioner Porter asked about the heated discussion between Stan and Jim Smith regarding if it needs paved who pays for it. Don said he doesn't want to

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Speak for Stan but thought that Stan could be okay with it. Commissioner Porter said payment would be based on percentages. Commissioner Porter said Jim Smith told him that these roads had been some of the best roads in the Township until the sewer was put in. Commissioner Porter suggested finding out about CDBG and Issue II money, then decide. It was agreed to repair the third manhole for now.

There was discussion regarding County Court renovations. It was determined that adding the fourth floor is not feasible. There was discussion about the Starlight Zane Street property. Would County Court be interested in that? Commissioner Porter thought it could be a good possibility... Commissioner Crooks agreed. She feels that renovating the current County Court third floor is band-aiding the problem. Commissioner Cameron said Judge Vinsel asked her if the Commissioners wanted to buy Zane Street for County Court. She indicated no... then he asked, if they'd help. It was determined that Adult/Felony Probation does not have to go with County Court. The Zane Street property is approximately 15,000 sf. County Court's space is approximately 8,600 sf.

Commissioner Cameron reported that Carol Howdyshell of the Health Department told her that if folks had been out of the State a month ago she wouldn't worry too much about it, but if only two weeks ago, she would think about being concerned.

Mark Eicher, County Engineer, Matt Russell and Rick Alexander came to talk with the Commissioners. Commissioner Porter asked Mark about Issue I money for Avondale. Mark reported that their "office" trailer caught on fire last night due to a rodent chewing electric wires. He is going to start looking in to the possibilities of a new facility. It's understood that this project will have to be bid out. He would also like to build a new garage in a year or so... the current garage is not adequate. He would have liked to wait a little while before starting the office project, but since this latest event, he feels it necessary to pursue now. The Commissioners agreed. Mark will keep the Board updated as things progress. Matt reported that they are still working on the agreement for the new dump trucks. Mark Zanghi, Assistant Prosecutor is involved. Commissioner Porter asked for the road mileage and tonnage for Avondale. Mark said it is his understanding that the Tax/Map Department must remain open during the "Stay At Home" Order.

Rick asked the Board what the Engineer's obligation is for the old "office" trailer.

Commissioner Porter said to junk it.

Mark said that he will probably be looking at revising the way the Engineer's office works with the Townships. He said the Townships get an allotment of money for the year and sometimes the Engineer's office ends up mowing and performing maintenance at the Township's request in order to use up their allotment. He said he just can no longer do that.

Mark reported that Mollies Rock is going well. Coopermill Road bridge will be next.

There was continued discussion regarding the Law Library. All agreed that there was no problem with Sharon Ball staying home. Attorneys have access to the building. Also, no need to clean.

A call was placed to Cole Ryan to discuss the County Court renovations. Cole said the estimate for those renovations would be approximately \$600,000. He also confirmed that Adult Probation

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does not have to be with County Court. Even if the Zane Street property were to be considered, there is still a need for some renovation to the Law Administration building in terms of security. Cole was asked to stop the drawing for the renovations. The Commissioners will talk with the Judges and get back to him.

Commissioner Cameron reported that while she was in the office yesterday, she answered a call from the New York Times. She referred them to Dana Matz, Matt Abbott and Judge Cottrill's office.

Commissioner Porter reported that the Unified Joint Command meetings will continue to be held every weekday at 10:00 a.m. except Tuesday and Thursday at 9:00 a.m. from this point forward.

There was discussion regarding an email from an employee of Fanatics with concerns of safety and regard to the "Stay At Home" Order. Commissioner Crooks forwarded the email to the Health Department, who indicated they had received several calls about Fanatics, as well as, some other businesses. Commissioner Crooks reviewed Health Department and Law Enforcement policies regarding the "Stay At Home" Order.

Pam Davis, Human Resources, came back in and said she talked with Robbie Frame, Housekeeping Supervisor, and suggested that the Maintenance/Housekeeping staff should be wearing gloves and that this might be a good time for deep cleaning in some of the offices that are not fully manned at this time.

Commissioner Crooks moved to approve the minutes of the March 23, 2020 minutes with corrections. Commissioner Cameron seconded.

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

Motion carried.

It was decided not to address the March 19, 2020 minutes until Commissioner Porter had a chance to view the video.

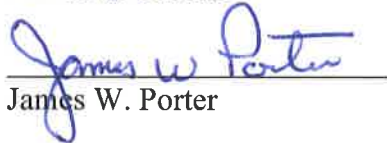
With no further business being before the Board, the meeting was adjourned at approximately 5:06 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



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.

