

Minutes for April 09, 2020

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

RES 20-0320 Meeting was called to order at 9:58 a.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 20-0321 approve the line item transfer of monies within Fund Number 013 as requested by Peggy Taylor, Office Manager, Muskingum County Sewer Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
013-373-503007 Materials	013-373-503017 COVID-19	\$500.00

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

RESOLUTION 20-0322 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners THE OWDA LGA payment instruction form 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 20-0323 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 5 for the Leffler Road, Nostine Road, Baughman Run Road, Swackhammer Road, Cannelville Road, Gils Hollow Road and Roseville Water Tank Site payable to LEB Contracting in the amount of \$81,165.65.
Motion made by Commissioner Crooks, seconded by Commissioner Porter.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0324 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Asset Management Questionnaire for Ohio EPA.
Motion made by Commissioner Porter, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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RESOLUTION 20-0325 approve the Supplemental Appropriation of Funds within Fund Number 130, for the Muskingum County Emergency Management Agency.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contagion Emergency Supplies	130-461-503017	\$35,000.00
Motion made by Commissioner Crooks, seconded by Commissioner Crooks.		
Roll Call: Cameron, aye; Crooks, aye; Porter, aye.		Motion carried.

Commissioner Cameron reported that Mark Eicher, Engineer, will be calling back his crew to work half and half rotating weekly.

Commissioner Cameron reported that there have been over 400 requests for masks from County Department Heads and Elected Officials. 5B's said it would be the end of next week provide masks. Commissioner Porter asked if Logistics had been contacted. Commissioner Cameron said she had talked with Travis. He gave her one box to be given to the Board of Elections. Commissioner Cameron placed a call to Travis at EMA. Commissioner Cameron confirmed with Travis that Matt Abbott had said he had talked with Fanatics and 5B's about masks. CCAO also offered masks. She asked Travis if they had something to offer or does he need to keep what has. He said they have decided to wait to hand what they have in the light of the downturn. He said that the City has already got 500 masks from 5B's. Commissioner Cameron will forward the letter from CCAO to Travis and will follow up with Travis when she hears back from them. Travis will follow up with 5B's. Travis did explain that the masks from 5B's have a place for a filter.

Cheryl returned the call during the phone call with Travis. Commissioner Cameron returned her call...Cheryl said there are not a lot of answers right now, but it looks like their masks will be available by the end of the month. CCAO has a conference call with the manufacturer at Noon today.

There was discussion regarding the amount of "junk" that is being left at Recycling. The City has stopped their recycling program. It was discussed that people need to be reminded what's recyclable and what's not. Commissioner Crooks sent a message to Brian Diamond to add a page for Recycling.

Commissioner Cameron said she asked Sheriff Lutz to come in today regarding a conversation he had with Judge Vinsel. Sheriff Lutz came in to discuss the Zane Street property and County Court. Judge Rankin is in favor of the Zane Street property, but Judge Vinsel sent a message saying he's not interested. Sheriff indicated that he has thought all along that County Court wanted to be at the jail location and that is what the Sheriff would prefer. Sheriff reported that the jail census for February was 180. He also reported that the jail elevator was down for two days just recently.

Sheriff reported that he does have plans from two companies for the White's Road property. They also discussed the Sheriff taking over the Dog Warden/Pound operation. Sheriff Lutz suggested a conference call with Guernsey County Sheriff about their Dog Warden operation. Commissioner Porter suggested to Sheriff Lutz that the Courthouse Security Deputies wear masks.

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Sheriff Lutz said he thinks the new jail should be as close to the Courthouse as possible. He would like for the new jail to include administration and a Court wing. He'd like to see the jail be as big as possible using the same personnel as currently employed.

Sheriff Jeff Paden from Guernsey County returned Sheriff Lutz's call to discuss their Dog Warden operation. They began their operation in 2016. They have one Deputy Sheriff to run the Shelter/Kennel. The Dog Shelter Budget is provided by the Commissioners and is not included with the Sheriff's budget, but is the Sheriff's employee. The Sheriff is actually considered the Dog Warden and the Deputy is the assistant. They also employ one full-time and two part-time kennel workers. Their Shelter is currently open Tuesday, Thursday and Saturday. They only enforce the ORC, not City ordinances. Their Shelter is advertised as a "no kill" shelter. They only euthanize if sick or injured or considered mean. They do have volunteers..."Pound Partners" that help at the Shelter. He feels that the Sheriff taking over the operation has given the Shelter credibility. Adoptions and payment take place at the Shelter. They are currently housed in a pole barn-type building with concrete kennels that can house 70-80 dogs. They have no special ventilation. He would recommend having a separate quarantine area. Because of the COVID-19 "Stay at Home" order they are accepting adoptions by appointment only, and only that because they wanted to empty the Shelter. They pay a veterinarian clinic to do their spays and neuters by contract. They have no veterinarian on staff. Their budget through their Commissioners is approximately \$180,000. All Sheriff Deputies assist with the catching of dogs after normal Shelter hours, however, the Dog Warden Assistant is always on call. Guernsey County does not have a non-profit "Animal Shelter". They collect approximately \$90 - \$100,000 annually from dog tag sales. All agreed to schedule a visit with Guernsey County to discuss this process in more detail.

Don Madden, Project Manager, came to talk with the Commissioners about the Norfield Road Water tank. It has been discovered that it needs sandblasted and painted. Don has contacted Central Painting and Sandblasting; Pittsburgh Tank and Tower; Suez and American Suncraft both wanted to visit the site, but are not willing to travel during the "Stay at Home" Orders. Upon Don's recommendation, the Commissioners agreed to pursue Central Painting.

Pam Davis, Human Resources, joined the conversation with Don to discuss his staff. Cindy Ronk, employee of the Water Department, has resigned. The following was then considered:

RESOLUTION 20-0326 approve the posting of the position of Office Clerk for the Muskingum County Water Department. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

It was decided to post on the County Website through April 17.

Pam also discussed with the Commissioners the amendments to the Temporary Emergency Family Medical Leave Act and the Temporary Emergency Sick Leave Policy. The following was then considered:

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RESOLUTION 20-0328 accept Amended Temporary Emergency Family Medical Leave Act and Temporary Emergency Sick Leave Policy in compliance with the 2020 Families Motion made by Commissioner Porter, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

Pam also presented the Commissioners with the CORSA Renewal for and all agreed not to increase coverage and signed the invoice.

Pam presented the MedBen Benefit Management Agreement and the following was considered:

RESOLUTION 20-0327 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Benefit Management Agreement – Muskingum County Government Amendment, effective January 1, 2020 between Muskingum County Government and Medical Benefits Administrators, Inc.
Motion made by Commissioner Crooks, seconded by Commissioner Porter.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

There was brief discussion regarding Debbie Irwin, Benefits Administrator, retiring in September. There was discussion regarding the possibility of restructuring the Human Resources and Benefits offices. It was thought that a decision should be made no later than July to allow time for training and transition.

Mark Zanghi, Assistant Prosecutor sent an email regarding property at 728 Indiana Street that was acquired through drug forfeiture on February 10, 2020 Commissioner Porter said it was condemned by Tim Smith at the City on March 6, 2020. Commissioner Porter said they are looking for someone to demolish it and pay for it. Commissioner Cameron referred to the County asking Zemba to help with the demolishing of the Imes property on old National Road. Commissioner Porter said Imes contacted Zemba, not the County. Commissioner Crooks suggested the LandBank perhaps taking it. Commissioner Porter said to have Maintenance go look at it and see if it's salvageable. That's the LandBank's purpose now, to not tear down but to create housing. Commissioner Crooks forwarded Mark's email to Chris Hamill and Andy Roberts of the LandBank. Commissioner Porter indicated that the LandBank meeting may be earlier than normal this month. Commissioner Cameron confirmed if Maintenance should be asked to go look at the property.

There was discussion about Mark Zanghi's email regarding the Board of Elections-HVAC bids. The question was about Advance Heating and Cooling's bid that did not include their bond in the bid packet. Mark's opinion is that although the bond was not in the packet, it was produced shortly after opening. Commissioner Cameron referenced an incident during another bid opening that the bond was questioned. She asked Mark about this. It was not an issue because they were not the low bidder. Commissioner Crooks said she thought it was not the fact of no bond, it was a typo on the bond. Commissioner Porter asked the Clerk for a copy of the advertisement. Commissioner Cameron called Scott Lee. Commissioner Porter said it sounds like from the advertisement that there should be a bond included. Commissioner Crooks said that she believes that we should trust Mark Zanghi's legal opinion. A call was placed to Mark Zanghi...no answer. The Clerk was asked to forward the advertisement to Mark. Scott Lee came in at the Commissioners' request. Commissioner Cameron said she doesn't care either

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way, but just wants to know...is there an ORC or an Opinion that addresses the Prosecutor's opinion. Commissioner Porter left session at approximately 12:43 p.m. Scott will call Jeremy Davis, Architect, to let him know that it will probably be Monday before a decision is made. Scott was also asked to follow up after he talks with Jeremy.

Andy Roberts, Planning Commission, came down to discuss the Indiana Street property. Scott came back in and was asked to take pictures of the property.

Commissioner Cameron acknowledged Debra Nye's letter to Jeff Jadwin regarding the budgeting process.

The Clerk explained to the Commissioners that when Beth went to prepare payment to the EMA for the additional \$25,000 the Commissioners approved yesterday, there was not enough money left in Intergovernment-Outside Agencies to proceed with the payment. After talking with Mike Babcock, the Clerk added a Supplemental Appropriation of \$25,000 to the Commissioners' resolution of Monday so the process of payment could continue. If the Commissioners do not approve of the Clerk's actions, it can be corrected. Commissioners Cameron and Crooks approved.

Commissioner Crooks moved to approve the minutes of the Monday, April 06, 2020 session. Commissioner Crooks seconded.

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

There was brief discussion regarding the March 19, 2020 minutes. Commissioner Crooks said she talked with Mark Zanghi, and he said if the minutes are not approved, they are still a matter of public record.

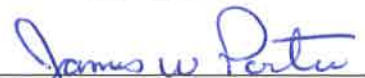
Mark Zanghi returned the Clerks email regarding the BOE bid opening. His reply: Susan, I'll get back to them after discussing the matter with Mike & Bud. It might be Monday.
Mark

Commissioner Cameron said she doesn't care either way, would just like an answer so we can tell them (bidders) why.

With no further business being before the Board, the meeting was adjourned at approximately 1:35 p.m. on the motion of Commissioner Crooks and the second of Commissioner Cameron.


Cindy S. Cameron


Mollie S. Crooks


James W. Porter

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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.