

# Minutes for April 21, 2022

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

**RES 22-0409** 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, absent; Porter, aye; Cameron, aye. Motion carried.

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

The following legislation was now considered:

**RESOLUTION 22-0410** approve the Agreement for Professional Services with Northstar Engineering and Surveying, LLC, for the Licking View Sanitary Sewer Project. This Agreement provides for the development of the General Sanitary Sewer Construction Documents and Technical Specifications.  
Motion made by Commissioner Cameron, seconded by Commissioner Porter.  
Roll Call: Crooks, absent; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 22-0411** direct the Muskingum County Auditor to perform the CORSA Chargebacks to various Funds through an Agency Fund (220-000-415129) process for the departments listed as requested by the Board of Muskingum County Commissioners; AND authorize payment of the 2022/2023 CORSA premium total of \$396,163.00, as follows:

| <u>Fund to be charged</u> | <u>Department Name</u>         | <u>Amount</u> |
|---------------------------|--------------------------------|---------------|
| 001-119-504141            | Commissioners-General Fund     | \$ 258,131.00 |
| 002-502-504141            | Dog & Kennel                   | \$ 1,342.00   |
| 007-692-504141            | Job & Family-Public Assistance | \$ 16,843.00  |
| 007-697-504141            | Job & Family                   | \$ 768.00     |
| 008-103-504141            | Auditor-Real Estate            | \$ 2,507.00   |
| 009-368-504141            | Engineer                       | \$ 31,634.00  |
| 013-372-504141            | Sewer                          | \$ 6,647.00   |
| 014-373-504141            | Water                          | \$ 10,243.00  |
| 018-694-504141            | Starlight                      | \$ 22,848.00  |
| 020-585-504141            | TB Clinic                      | \$ 1,620.00   |
| 021-695-504141            | Children Services              | \$ 13,837.00  |
| 021-698-504141            | Avondale                       | \$ 6,724.00   |
| 057-103-504141            | Auditor-GIS                    | \$ 528.00     |
| 069-692-504141            | CSEA                           | \$ 8,024.00   |
| 118-122-504141            | Clerk of Courts                | \$ 686.00     |
| 130-461-504141            | EMA                            | \$ 1,002.00   |
| 162-696-504141            | Center for Seniors             | \$ 9,072.00   |
| 177-375-504141            | CDBG-CHIP                      | \$ 278.00     |
| 851-384-511122            | Soil & Water                   | \$ 2,673.00   |
| 901-398-511122            | Port Authority                 | \$ 756.00     |

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

# Minutes for April 21, 2022

**RESOLUTION 22-0412** approve the award of bid to Carter Lumber for the purchase of various diameter sizes of plastic culvert pipe based on the unit prices submitted, for the Muskingum County Engineer.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-0413** approve the Supplemental Appropriation of Funds within Fund Number 020, for the Muskingum County Rambo Memorial Health Center, as requested by Shannon Bell, Executive Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

| <u>Description</u>    | <u>Account Code</u> | <u>Amount</u> |
|-----------------------|---------------------|---------------|
| Contract Services     | 020-585-504001      | \$10,000.00   |
| Facility Improvements | 020-585-506020      | \$40,000.00   |

*Supplementals are requested so Rambo can move forward with Facility Improvements. The funds and project was approved by the Rambo Board in 2021, however, the funds were not added to the 2022 regular budget, due to the fact, the distribution amounts were not determined at the time the budget was due.*

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-0414** approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund for the Muskingum County Community Development as requested by Kyle Dunn, Director, as follows:

**ADVANCE OF MONIES**

| <u>From Fund</u> | <u>To Fund</u> | <u>Amount</u> |
|------------------|----------------|---------------|
| 001-000-101000   | 177-000-101000 | \$25,125.00   |
| 001-000-101000   | 195-000-101000 | \$68,600.00   |

*Funds for Fund 177 are for three Home Repair Projects under contract. Funds for Fund 195 are for one Owner Rehabilitation Project under contract.*

*The funds will be returned when fund requested have been issued.*

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-0415** award bid to Roger Touvell Heating & A/C, Inc for the Health Department HVAC improvements in the amount of \$78,020.00.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-0416** approve the Supplemental Appropriation of Funds & Transfer of Funds within Fund Number 018, for the Muskingum County Clerk of Courts, as requested by Wendy Sowers, Clerk of Courts.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

| <u>Description</u>        | <u>Account Code</u> | <u>Amount</u> |
|---------------------------|---------------------|---------------|
| Title Administration Fund | 118-122-510002      | \$12,000.00   |

**FUND TRANSFER OF MONIES**

| <u>From Fund</u>            | <u>To Fund</u>          | <u>Amount</u> |
|-----------------------------|-------------------------|---------------|
| 118-122-510002-Admin. Funds | 001-000-414002-Salaries | \$12,000.00   |

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

| <u>Description</u> | <u>Account Code</u> | <u>Amount</u> |
|--------------------|---------------------|---------------|
| Salaries           | 001-109-501002      | \$12,000.00   |

## Minutes for April 21, 2022

*The above transfers are pursuant to ORC 325.33. said funds will be used in accordance to the agreement with the Records Department pertaining to the cost of a part- time employee to assist in imaging the Clerk's files, file level inventory of the Clerk of Courts records, inventory all new Clerk's books for import to the ASI system. This includes the inventory of the Clerk's records located at the Adamsville Road site.*

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Commissioner Cameron moved to approve the minutes of April 14, 2022. Commissioner Porter, seconded.

Vote was Crooks, absent; Porter, aye; Cameron, aye. Motion carried.

Commissioner Porter made note that there will be 120 beef breeder and feeder calves that will arrive at the fair on Wednesday this year. Some will be there Sunday, some will not.

Commissioner Cameron moved to approve the April 18, 2022 minutes. Commissioner Porter seconded.

Vote was Crooks, absent; Porter, aye; Cameron, aye. Motion carried.

The Commissioners received a message from Karen Burkhart who is interested in 333 Putnam Avenue building. She said she missed that last sealed bid opportunity.

After some brief discussion, and upon the advice of the Assistant Prosecutor, the following was considered:

**RESOLUTION 22-0417** reject bid for Courthouse Fire Alarm System from IPS Protection Services, of Grove City, OH, for lack of Bid Guaranty Bond as required by bid documents.

BE IT ALSO RESOLVED, to advertise to rebid the Courthouse Fire Alarm System project.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

The Clerk is to advise Mark Zanghi, Assistant Prosecutor, about the rejection and rebid.

Matt Abbott, Port Authority Director; Eric Reed, ARPA Compliance Officer and Don Madden, Projects Manager came to meet with the Commissioners and the following was considered:

**RESOLUTION 22-0418** declare an Executive Session at 10:30 a.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Commissioners. This session ended about 11:05 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

## Minutes for April 21, 2022

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Eric Reed, ARPA Compliance Officer, came to update the Commissioners.

- Avondale
  - Eric has not heard back from Pat Kelly regarding windows and HVAC
  - Gary has received a full quote from Linden Lighting
  - The quote from American Light was for equipment only
  - Eric has a call in to Gary regarding Straker Foundation funding
- Eric sent an email to the Treasury regarding Township access to their portal

Robert Moore, IS Director, stopped in to ask permission to use the County credit card for renewal of the County domain name. The Commissioners agreed, but advised him to talk with Bookkeeping first,

Eric continued by reporting that he has started on our ARPA report that is due April 29.

- Licking View
  - Starting work on easements
  - Eric will be attending a webinar next week regarding updates on infrastructure grant

Mark Zanghi, Assistant Prosecutor, came down to discuss the rebidding of the Courthouse Fire Alarm System.

- The question was asked about an estimate being included in the advertisement and bid documents this time
- Bid must include Bid Bond and prevailing wages
- Mark will work on new advertisement and bid documents

Mark reported that the auction for 333 Putnam will be May 26; 10:00 a.m. He will prepare the documents for that, as well.

Mark sent an email to the Commissioners with information from the Monday opioid disbursement meeting

Commissioner Cameron asked Mark about the Fair Board debt and the fact that the County has been paying that debt. Should there be a resolution to that effect? Mark said there should be a formal document. He would assume that there was an initial document scheduling out the payments. It's believed that there is a resolution when the bonds for the debt were issued.

Commissioner Porter said the mistake was when the Fair Board debt was combined with other bonds when refinanced. Commissioner Cameron noted that the debt was not forgiven by an agreement; the Fair Board just quit paying.

The Commissioners received and reviewed February and March 2022 Fund Reports from the County Auditor.

Commissioner Porter reported that he talked with Pam Davis about a rumor that he heard the Coast Guard would be visiting the Lorena April 27 and the only one with enough hours to drive the Lorena arranged the meeting, by order of the Mayor.

The Commissioners adjourned for lunch to resume session at 1:30 p.m.

## Minutes for April 21, 2022

Teresa Tom and John Brownlee from CORSA came to talk with the Commissioners about their annual renewal.

- 4.65% increase due mostly to evaluations
- \$9,325 COVID Credit
- \$19,000+ Loss Control Credit
- Company dividend Credit

Pam presented the following for consideration:

**RESOLUTION 22-0419** approve the employment of Iain Abernethy as Building Inspector for the Muskingum County Building Department, contingent upon passage of the pre-employment assessments. Starting wage will be \$25.50 per hour with the opportunity for an hourly increase of \$.50 upon the successful completion of the 180 day probationary period. Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

Pam reported that she went to the Lorena to look for the keys and couldn't find them. She contacted Captain Page who said that Randy Davis had them and gave them back to the Captain. Captain will be dropping them off to Pam next week.

Commissioner Porter reported that the Mayor had the Assistant Fire Chief set up a Coast Guard inspection of the vessel.

The Commissioners joined the ODOT IR70 virtual update.

- When the State Street Bridge is closed the westbound ramp will also be closed
- Pavement repairs and striping on I70 from SR93 to US 40 beginning in early May will cause overnight closures of that entire stretch of I70

The Clerk reported on a virtual meeting she attended this morning regarding a presentation from Yodel Community Connections; Larry Triplett

- The purpose is to create a calendar with all community events

Pam Davis, Human Resources, came to discuss with the Commissioners, the exit interview with Paul Reed, Information Services. It was agreed to discuss the interview with Robert Moore, Director, closer to Paul's resignation date in May.

The following was now considered:

**RESOLUTION 22-0420** declare an Executive Session at 2:42 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County. This session ended about 2:59 p.m.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

There was brief discussion regarding Jeremy Davis' visit Monday regarding Clean Face CMR. Commissioner Porter noted that one thing that will need to be determined is Jeremy's fees.

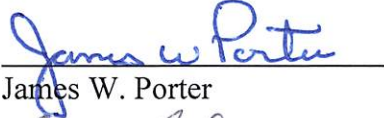
## Minutes for April 21, 2022

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With no further business being before the Board, the meeting was adjourned at approximately 3:11 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.

 ABSENT

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.*