

# Minutes for April 30, 2020

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

**RES 20-0383** Meeting was called to order at 11:45 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.  
Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

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

There was brief discussion regarding a meeting the Commissioners attended at 10:00 a.m. at the Fairgrounds with the Dog Wardens and some of the volunteers from the Dog Pound.

The following legislation was now considered:

**RESOLUTION 20-0384** approve the establishment of new fund, number 079, which does *not* require approval of the State Auditor's Office, and line items as requested by Alma J. Tennent for the Muskingum County Court.

**ESTABLISH NEW FUND**

**Purpose of New Fund:** Grant funding for new remote video arraignment system.

**Fund Number:** 079

**Fund Name:** Remote Technology Grant

**Department:** 242-County Court

**Award Amount:** \$7,173.92

**CFDA #:** n/a

**Function:** Judicial

**Grant #:**

**Grant Period:** 4-23-2020 through 12-31-2020

**Grant Administrator:** Alma J. Tennent

**Matching:** No

**Type:** State

**LINE ITEMS TO BE CREATED**

**Revenue:**

Description	Fund	Dept.	Account Code
Remote Tech Grant	079	000	415238

**Expenditures:**

Description	Fund	Dept.	Account Code
Equipment	079	242	511200
Contract Services	079	242	504001

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

# Minutes for April 30, 2020

**RESOLUTION 20-0385** approve the Supplemental Appropriation of Funds within Fund Number 079, for the Muskingum County Court, as requested by Alma Tennent, Clerk.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment	079-242-511200	\$4,773.92
Contract Services	079-242-504001	\$2,400.00

Motion made by Commissioner Crooks, aye; Crooks, aye; Porter, aye. Motion carried.

**RESOLUTION 20-0386** approve the establishment of new fund, number 094, which does *not* require approval of the State Auditor's Office, and line items as requested by Alma J. Tennent for the Muskingum County Court

**ESTABLISH NEW FUND**

**Purpose of New Fund:** To assist funding with court security

**Fund Number:** 094

**Fund Name:** Court Security Grant- Co Ct - Project 902

**Department:** 242-County Court

**Award Amount:** \$32,293.58

**CFDA #:** n/a

**Function:** Judicial

**Grant #:** Project 902

**Grant Period:** 1-1-2020 through 12-31-2020

**Grant Administrator:** Alma J. Tennent

**Matching:** No

**Type:** State

**LINE ITEMS TO BE CREATED**

**Revenue:**

<b>Description</b>	<b>Fund</b>	<b>Dept.</b>	<b>Account Code</b>
Court Security Grant - Co Ct - Project 902	094	000	415238

**Expenditures:**

<b>Description</b>	<b>Fund</b>	<b>Dept.</b>	<b>Account Code</b>
Equipment	094	242	511200

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0387** approve the Supplemental Appropriation of Funds within Fund Number 094, for the Muskingum County Court, as requested by Alma Tennent, Clerk.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment	094-242-511200	\$32,293.58

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

# Minutes for April 30, 2020

**RESOLUTION 20-0388** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners MedBen Plan Amendment Coronavirus Provisions for Silver Health Plan Option and High Deductible Health Plan Option, with some provisions effective March 18, and some April 1, 2020 as described on the attached. Requested by Deborah Irwin, Benefits Administrator.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0389** approve and authorize the repayment of an ADVANCE of monies to Muskingum County Water Fund 014 from Fund 156 as requested by the Projects Department. The repayment of the ADVANCE will include \$108,108.83 for the repayment of money advanced to fund 147 and \$112,391.17 to be forgiven as an Advance of Funds.

**REPAYMENT OF ADVANCE OF FUNDS**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
156-373-99998	014-900-99998	\$108,108.83

**FORGIVENESS OF ADVANCE OF FUNDS**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
147	014	\$112,391.17

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0390** approve the line item transfer of monies within Fund Number 001 as requested by Alma J. Tennent, Clerk, Muskingum County Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-242-504163 (Sub Judge)	001-242-503017 (Covid-19 Exp.)	\$1,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0391** approve to rescind Resolution 20-0355 dated 04.16.2020 for the disposing of 728 Indiana Street. Rescinding for the purpose of adopting a resolution prepared and approved by the Muskingum County Prosecutor's office by Mark Zanghi, Assistant Prosecutor.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0392** WHEREAS, the County, obtained title to the real property located at 728 Indiana Avenue, Zanesville, Muskingum County, Ohio (Tax I.D. No. 82-30-01-34-000) as a result of a criminal forfeiture in Muskingum County Common Pleas Court Case No. CR2020-001 (*State of Ohio vs. Harold J. Barnhart*); and

WHEREAS, a Board of County Commissioners, pursuant to Section 307.10(B) of the Revised Code of the State of Ohio, may by resolution, transfer title to real property belonging to the County and not needed for public use, to a county land reutilization corporation; and

WHEREAS, this Board of County Commissioners has determined that the real property located at 728 Indiana Street, Zanesville, Ohio (Tax I.D. No. 82-30-01-34-000) is not need for public use;

NOW, THEREFORE, BE IT RESOLVED, that this Board of County Commissioners, Muskingum County, Ohio, does hereby authorize the transfer in fee simple the real property located at 728 Indiana Street, Zanesville, Ohio (Tax I.D. No. 82-30-01-34-000) to the Muskingum County Land Reutilization Corporation.

## Minutes for April 30, 2020

BE IT FURTHER RESOLVED, that the Muskingum County Prosecuting Attorney shall prepare the deed of conveyance and other documents as might be necessary for the transfer of title for the real property, and that Cindy S. Cameron, in her capacity as president of this Board shall be authorized to execute said documents on behalf of the Board.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

Commissioner Cameron reported that Kelly Ashby from the Chamber called asking if she should contact the Health Department about opening the Lorena for the season.

The following offices will be calling back their employees full-time Monday, May 4:

Treasurer; Auditor; Recorder; Engineer, all employees are back now; Water Department; Title Office. The Commissioners placed a call to Troy McCollister at Job and Family Services to see what he plans are for Monday. They will be continuing with the smaller crew, mainly because of office space and social distancing issues. They are stocking up on masks, wipes, disinfectants, etc. Child Support is working from home and Courts are operating virtually. The Resource Room will be by appointment only. Troy questioned whether the HVAC filters should be changed monthly.

Commissioner Porter said that he received a text from JD Johnson saying that the Zanesville Water Treatment plant warning siren was not working. Commissioner Porter said they are relocating that siren to where there is power. He said the City of Zanesville disposed of all wiring when they gutted the building.

Commissioner Cameron asked about bringing back employees. Commissioner Porter would suggest rolling forward but being cautious of meetings.

Don Madden, Project Manager, had sent an email regarding the Riverview Trailer Court. The owner of the Riverview Trailer Court has said she couldn't afford the tap fee adjustment that Don had offered. Don saw her when she went through the drive-thru at the Utilities Department today and she said she could possibly afford a payment if it was stretched over a four year period. Don wants to know the Commissioners' thoughts.

Don would also like to purchase a new billing software for the Water Department. It would help when South Zanesville is added to the system and also with upgrades on meter readings.

The Commissioners took a call from Kelly Ashby regarding her question about the Lorena. Kelly said the Lorena is scheduled to begin operating the first weekend in June. Commissioner Cameron told her that Unified Command would have to make that determination with Dr. Butterfield. It was reported that Dr. Butterfield denied The Wilds request to open.

The Commissioners placed a call to Don Madden to discuss his concerns. He said the owner of the Riverside Trailer Court indicated that she could handle \$100 and month over four years to pay the tap fee. Commissioner Porter cautioned that there are people out there that don't have water because they couldn't afford the tap fee. Commissioner Crooks said consistency is important and suggested offering her \$200.00 a month. Commissioner Porter said this should still be an option for others if the situation arises. All agreed to offer her \$200 per month.

Don explained the new software program he would like to purchase. It would help with the conversion of the South Zanesville accounts, meter reading technology and on-line bill pay. The cost would be approximately \$42,000 that includes training and also annual training. There will be an annual maintenance fee. Don will find out the difference in what they are currently paying for maintenance. The Sewer Department will also pay their portion of the program.

## Minutes for April 30, 2020

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Stan Lucas, Sewer Department Manager, came to see the Commissioners. He has had communication with Bass Environmental about a wastewater and industrial pretreatment plant. Stan explained about their business and processes and the location they are looking at in Muskingum County. Stan feels this could be a good source of income for Muskingum County to help pay for the West Pike Sewer. The Board referred him to Rob Reiter of the SouthEastern Ohio Joint Solid Waste.

Stan said that the Sewer Department does allow customers to make payments on sewer tap fees by lein. Stan said he feels this would be a good time to upgrade by adding pumps and drives and add SCATA to that lift station if Bass Environmental would develop here. He would want to stay under \$100,000 for upgrades. Commissioner Porter asked if the Bass facility would have a containment system. Stan will find out.

Commissioner Crooks asked about the potential negatives...odor and traffic. Stan suggested visiting other similar facilities to observe the operation. It was decided to tell Bass that the County is open to negotiations and not commit to anything right now.

Stan reported that the Sewer Department will be having all employees come back Monday. He will be asking them to minimize office time.

The Commissioners called Pat Kelly to discuss the Dog Pound. The following was determined:

- \*The East Pike site is appropriate – directly behind the Juvenile Detention Center
- \*The high voltage power lines and retention pond would have to be dealt with
- \*There is plenty of room for parking and kennel runs
- \*The cost would be approximately \$250,000 for 7000 sf, for shell, flooring and plumbing
- \*An additional \$40-50,000 for HVAC
- \*Electric price to be determined
- \* Flecto would be considered a lower priced contractor because of being licensed for electric and plumbing
- \*Not as much dirt work needed for the pound facility
- \*Sewer Department has volunteered to do water and sewer hook ups
- \*Possibly reduce office space and add kennels
- \*Get plans for JDC building electric

Don Madden let the Commissioners know that the annual maintenance for the new billing system would be an additional \$3,200 annually. This includes free upgrades, which they currently have to pay for. He said the Water Department is in good financial shape to be able to afford this. All agreed to allow purchase.

There was discussion regarding Teddy continuing to work at the Water Department until the new hire can start. Commissioner Cameron said she personally has no problem with Teddy working there if it helps them out. Don said that Julie would stay there until Beth returns. Commissioner Crooks said she is fine with Teddy helping them out. Commissioner Porter's stance is neutral. Teddy will still work a full day in the Commissioners' office on Tuesdays.

Commissioner Porter noted that the EastPointe JEDD check this time is the worst in history.

Commissioner Porter asked the Clerk about unfulfilled Public Records requests. He said he has heard from several folks that their requests have not been fulfilled. The Clerk said she would look in to it. Commissioner Cameron suggested Commissioner Porter have those folks call or resubmit their request.

Commissioner Porter left session at 3:10 p.m.

## Minutes for April 30, 2020

Pam Davis, Human Resources, and Debbie Irwin, Benefits Administrator, came in to talk with the Commissioners about “returning to work” policies. Pam said she thinks Elected Officials and Department heads are looking for guidance for their employees. Pam will work on putting together directives for the Commissioners to review Monday morning.

An email was received from Sheila Samson, Director, Community Development, and the following was considered:

**RESOLUTION 20-0393** declare an Executive Session at 3:40 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Community Development. This session ended about 3:52 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

Pam talked with the Commissioners about the fee for the Forker Company. She said they have been paid \$39,000 annually since 2011 for broker/consulting services for medical, dental, vision group and voluntary life insurance for Muskingum County. She said typically CORSA agents receive 6-8%. Rankin and Rankin just received an increase from \$24,700 to \$33,015. Commissioner Cameron agreed that with there only being two employees in HR and Insurance, Forker has really become an extension of that office. Commissioner Cameron said she knows it's bad timing and doesn't usually give an increase if it's not asked for but, agrees that HR and Insurance could not do their jobs without the help of Forker. She believes it has saved hiring another person. The following was then considered:

**RESOLUTION 20-0394** approve and authorize the renewal of the broker/consulting service for the Muskingum County medical, dental, vision, group and voluntary life insurance benefits to be renewed with The Forker Company for the two year period beginning June 1, 2020 through May 31, 2022. Compensation for the broker/consulting services will be increased to \$48,000 annually to be paid at \$4,000 per month effective June 1, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

Commissioner Crooks reported that she called Dog Warden Bryan Catlin to express her displeasure with Alisha for not making herself available to work during her Paid Administrative Leave. Commissioner Crooks told Bryan that she misspoke because they hadn't been told. Bryan has now made them aware.

There was continued discussion about dealing with the Wardens and the volunteers.

There was also discussion about there not being any hot water at the Pound. Commissioner Cameron said she did not know that and when she asked Bryan about it he said that the former Facilities Superintendent said he would not fix it because of the mouse problem there.

Commissioner Cameron said she will not do Dog Warden/volunteer business on FaceBook and for her January cannot come soon enough.

Commissioner Crooks mentioned that there is a bad relationship between Alisha and Mason. Commissioner Cameron asked why the volunteers didn't tell everyone that. She said she has not had one person call about Mason or Alisha, so she would think they are model employees.

The Clerk is to ask Scott about disinfecting wipes for the offices.

## Minutes for April 30, 2020

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Commissioners Cameron and Crooks agreed to grant Sheila Samson's request to work from home until May 18. Sheila will be having surgery and would like to be able to work from home before and after.

Jason Baughman, Building Department, reported that they will be fully staffed beginning Monday, expect for Ray Mennega, Flood Plain Department. However, their office will still not be open to the public.

The Clerk will call Teddy and Beth to let them know to return to full staff on Monday. She will also call Don Madden to work out Teddy's schedule between the Commissioners' office and the Water Department until the new hire is available.

Commissioner Crooks moved to approve the minutes of the April 27, 2020 session. Commissioner Cameron seconded.

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

Motion carried.

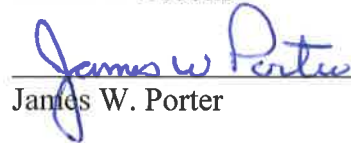
With no further business being before the Board, the meeting was adjourned at approximately 5:25 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



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.*

