

Minutes for June 02 , 2022

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

RES 22-0523 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

Commissioner Cameron would like to call Stephanie Spencer, Auditor's Chief Administrator, regarding an email about BS&A budget access.

Commissioner Crooks reported that she would be attending a Watershed Strategic Planning meeting on Thursday, June 9; 1:00 – 3:00 p.m.

The Clerk reported that Matt Sheridan, Mid-East Career Center, asked to meet with the Commissioners, hopefully at the newly purchased site on Church Hill Road. All agreed. It was also agreed to include Eric Reed, ARPA Compliance Officer and Matt Abbott, Port Authority Director.

The following legislation was now considered:

RESOLUTION 22-0524 authorize the signing of a Memorandum of Understanding for "the Wilds" and the Columbus Zoo this Memorandum of Understanding will provide for the planning and construction of a waterline to serve the RV park being created by the Wilds and the Columbus Zoo near the intersection of Rt. 146 and Zion Ridge Road.
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0525 authorize the selection of Vaughn, Coast, and Vaughn, Inc. for the engineering of the Boggs Road Sanitary Sewer Project. This will include any preliminary costs estimates, and engineering work to be approved by the Muskingum County Commissioners.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0526 authorize the signing of Pay Application No. 2 for the Water Main Extensions to Imlay Road and Wilsonwood Road. Payment amount is \$20,065.50
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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RESOLUTION 22-0527 authorize Mollie S. Crooks to sign Change Order No. 2 for the Water Main Extensions to Imlay Road and Wilsonwood Road. This \$20,065.50 Change Order is for additional taps which were purchased and extra directionally drilled service line for water taps.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 22-0528 AUTHORIZING THE SUBMISSION OF A PY 2022 COMMUNITY DEVELOPMENT ALLOCATION PROGRAM APPLICATION WITH THE STATE OF OHIO ON BEHALF OF MUSKINGUM COUNTY

WHEREAS, Muskingum County, is applying for PY 2022 Community Development Allocation funding from the State of Ohio, Development Services Agency, Office of Community Development (OCD);

WHEREAS, the County is requesting \$254,000 in CDBG, funds for CD Allocation approved activities;

WHEREAS, Muskingum County understands the authority for the entire Grant, as well as, sole responsibility for regulatory compliance and the terms of the grant agreement;

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

Section 1: The Muskingum County Commissioners authorize the submission of the PY 2022 CD Allocation Application through the State of Ohio's Ohio Community and Energy Assistance Network (OCEAN) website.

Section 2: Muskingum County Commissioners accepts the role, responsibility and authority of being Grantee of the CD Allocation Application.

Section 3: The Muskingum County Commissioners authorize participation and submission of the PY 2022 Community Development Allocation Application with the State of Ohio, Development Services Agency, and to provide all information and documentation required in said Application submission.

Section 4: That Muskingum County Commissioners hereby understand and agree that participation in said Program will require compliance with program guidelines and assurances.

Section 5: That Muskingum County Commissioners hereby commits itself to provide any local share of funding, described in the Application, if necessary

Section 6: This Resolution must accompany said Application, which must be filed with the Ohio Development Services Agency by June 15, 2022.

Section 7: This Resolution also authorizes the president and/or vice president of the board of commissioners to sign any and all documentation related to the execution of said partnership agreement and CD Application.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 22-0529 AUTHORIZING THE SUBMISSION OF A PY 2022 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM APPLICATION WITH THE STATE OF OHIO ON BEHALF OF THE MUSKINGUM COUNTY CHIP PARTNERSHIP

WHEREAS, the Grantee, in conjunction with the Partner, is applying for PY 2022 Community Housing Impact and Preservation Program (CHIP) funding from the State of Ohio, Development Services Agency, Office of Community Development(OCD) for the purpose of addressing local housing needs;

WHEREAS, the County, as the Grantee, is requesting \$750,000 in CDBG, HOME and Ohio Housing Trust Fund (OHTF) funds for CHIP approved activities;

WHEREAS, the City of Zanesville will be the Partner and Muskingum County will be the Grantee of the Partnership;

WHEREAS, the Grantee and he Partner set forth the responsibilities and obligations of each in the Partnership Agreement;

WHEREAS, Muskingum County, as the Grantee of the CHIP Application understands their authority for the entire CHIP Grant, as well as, sole responsibility for regulatory compliance and the terms of the grant agreement, if funded;

WHEREAS, Grantee and Partner understand all agreements are contingent on PY 2022 CHIP funding from the State of Ohio, Development Services Agency, Office of Community Development (OCD);

WHEREAS, the Partnership is in effect until the CHIP funds are expended and the funded activities are complete and closed out. The Grantee nor the Partner cannot terminate or withdraw from the partnership agreement while it remains in effect;

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

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Section 1: The Muskingum County Commissioners authorize the submission of the PY 2022 CHIP Application through the State of Ohio's Ohio Community and Energy Assistance Network (OCEAN) website.

Section 2: Muskingum County Commissioners accepts the role, responsibility and authority of being Grantee of the CHIP Application.

Section 3: The Muskingum County Commissioners authorize participation, partnership, and submission of the PY 2022 Community Housing Impact and Preservation (CHIP) Program Application with the State of Ohio, Development Services Agency, and to provide all information and documentation required in said Application submission.

Section 4: That Muskingum County Commissioners hereby understands and agrees that participation in said Program will require compliance with program guidelines and assurances.

Section 5: That Muskingum County Commissioners hereby commits itself to provide any local share of funding, described in the Application, if necessary

Section 6: This Resolution must accompany said Application, which must be filed with the Ohio Development Services Agency by June 22, 2022.

Section 7: This resolution also authorizes the president and/or vice president of the board of commissioners to sign any and all documentation related to the execution of said partnership agreement and CHIP Application.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0530 approve the fund to fund transfer of monies for the Muskingum County Auditor as requested by Stephanie Spencer, Chief Administrator, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
013-372-510003	131-000-414002	\$329,718.85
014-373-510003	141-000-414002	\$316,752.67
001-999-510003	133-000-414002	\$ 4,942.35

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0531 authorize that Jonathan Saling, Muskingum County Information Services Department, be granted prior service credit 8.02 years to reflect his prior service to:Franklin County – 05.19.2014 – 05.27.2022 = 8.02 years

In addition, he is eligible to have his Accrued Sick Leave balance of 663.7 hours transferred to Muskingum County.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0532 approve the line item transfer of monies within Fund Number 092 as requested by Crystal Brokaw, Clerk of County Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
092-242-502001-Medicare	092-242-504024-Program Expenses	\$ 27.15
092-242-502003-PERS	092-242-504024-Program Expenses	\$242.20

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 22-0533 approve appointments and approve Mollie S. Crooks to sign applications, to LEPC for the term August 1, 2021 through July 31, 2023 per the attached application.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0534 approve the signing of the LECP By-Laws revised March 03, 2022, requested by Jeff Jadwin, Director of EMA.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 22-0535 approve the line item transfer of monies within Fund Number 001 as requested by Matthew J. Lutz, Sheriff, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-458-504001-Contract Services	001-458-504112-Training	\$15,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 22-0536 approve the Supplemental Appropriation of Funds within Fund Number 147, for the Muskingum County Water Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	147-373-5040021	\$107,154.88

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

In response to Commissioner Cameron's request to call Stephanie Spencer, Chief Administrator, Commissioner Crooks reported that she had contacted Stephanie about access to the budget on BS&A. She believes we now have access.

Commissioner Cameron said she would just go up and talk to Stephanie.

The Clerk reported that the State Auditors are looking for Public Records training from 2021. Commissioner Porter has his certificate.

There was brief discussion regarding the May 23 minutes. Commissioner Porter asked about having the Board of Ethics ruling "in" the minutes.

Danny Brenneman, Director, Muskingum County Job and Family Services, came to meet with the Commissioners after his first month in the position.

- Danny gave an update of how things are going after his first month and says he is really enjoying this new position
- Job and Family will be holding Milestone Recognition in August
 - August 3 – Human Services
 - August 4 – Child Support
 - Danny would like to close those offices for one hour each day for employees to attend the recognition

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- It was agreed for him to do that
- Danny updated from a question he was asked previously about individuals utilizing publically funded daycare for other than work activities
 - Parents must prove to the daycare that they are working or engaged in a work-approved activity
 - Once a parent has worked 25 hours a week, the State sends the daycare the full-time allotment for 40 hours per week – up to 50 hours
 - If someone is concerned that a parent is using the daycare fraudulently, that's when the local agency can look in to it
- Danny was asked how much the County distributes in food stamps each month
 - Approximately \$3 million per month
 - Because the Federal Government has not lifted the Federal Emergency, they must notify 60 days ahead of time, but because they did not notify, therefore the Emergency is continued through September

Eric Reed, ARPA Compliance Office, came to update the Commissioners on ARPA projects.

- Licking View
 - Eric is working with Kyle Dunn, our Community Development Director, to get the SR555 project monitored (*removed from the program, since it is completed*), so the County can apply for Licking View funding. The County is only permitted to have two projects in the program at one time
 - Met with EPA, essentially discussing status of Licking View and taking a proactive approach. EPA suggested reviewing old applicants. In reviewing, Eric did find an error in the amount that EPA reported. Eric contacted EPA about the error
- ARPA Second Tranche
 - Met with Todd Hixson, Treasurer and Debra Nye, Auditor
 - Last year we applied June 10 and received June 17
- Avondale
 - Lighting Contract
 - Appleman has close to \$2 million liability
 - Mark Zanghi has prepared the contract, but Linden Lighting is saying that the contract should be with Appleman and Eric says that Linden Lighting is the one that submitted the bid and all correspondence has been with Linden
 - Eric will consult Mark Zanghi
- Fairgrounds Projects
 - Commissioner Crooks made the following statement:
 - Upon review of the letter from the Ohio Ethics Commission, dated May 18, 2022, with the Prosecutor's Office, I will not be participating in any further discussion, nor will I be voting on the Clean Face Project for the Muskingum County Agricultural Society.
 - Waterline
 - On May 16 Eric reported that Hazen hit a steel casing and got a fitting from Chad at the Water Department. Friday, Hazen called

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to say they were completed and they had additional work that had to be done and they would provide a detailed outline.

- Eric received that and shared with the Commissioners today
- Fairground representatives requested a 2” valve be installed for the washrack. Additionally, they had Hazen install five frost-free hydrants on the 1” line.
- Hazen bought hydrants and drain repair materials from Westwater, because Chad at the Water Department did not have those.
- The total invoice for additional is \$7,846.37
- Commissioner Porter asked why they wouldn’t have asked us
 - Eric said they told him they got their direction from “Fairground representatives”
- Bid was \$49, 880. They had to get a little extra pipe which cost \$334 in labor because actual length was longer than plan estimate
- Commissioner Porter is a little disappointed that they didn’t at least come and ask us before they said, go ahead and do it
- It was the Grounds Committee that told Hazen to go ahead and do the additional work. Hazen said they also talked with Bob Wilson, Inspector and Fred Wilson, employee.
- Commissioner Porter asked the consequences of putting us over the \$50,000. He’ll have to give it some thought...he’s disappointed that they didn’t come and ask, his thought is if they added it, let them pay for it. As a courtesy, why wouldn’t they have come to us and said, this is what we would like to do...
- Commissioner Cameron would say it is not fair to Hazen, someone must have told them to do it
- RFP’s for Clean Face Renovation
 - The deadline was Tuesday at Noon. Received one before deadline, but received one at 1:23 p.m.
 - Eric will ask Mark Zanghi for his opinion about accepting the late proposal
 - Eric distributed Robertson’s proposal
 - Jeremy Davis, APG Architects, noted that after the CMAR fees, it would leave \$130,000 for construction and he doesn’t think it possible to do the current design for that. No formal recommendation from Jeremy

11:30 a.m. Mark Eicher, Engineer; Shawn Johnson, Project Manager and Matt Russell, Administrative Deputy from the Engineer’s Office, along with Matt Abbott, Director of the Port Authority came and the following was considered:

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RESOLUTION 22-0537 open bids for Various Road Resurfacing for the Muskingum County Engineer.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-0538 take bids under advisement for Various Road Resurfacing for the Muskingum County Engineer.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

- Commissioner Cameron asked Mark Eicher about Drake Prouty and a culvert by Dollar General. Mark said that part of it is in the township and part in the Village. They chose to go with the 60" pipe. The Engineer's office will help them by installing. The Village will have to pay for time and materials....at least the materials.
- Mark also reported on the damage to their garage roof that was damaged by the hail storm. The contents are being ruined when it rains...emergency repairs did not work.
- Mark will be meeting with Newton Township Trustees regarding Fletcher/Loop Road Bridge
- Engineer has four bridges that are funded and ready to go

Commissioners Cameron and Crooks attended LEPC luncheon meeting.

Commissioner Porter called and is not able to attend the afternoon session because he was in quarantine. He will also not be in session Monday, June 06.

1:30 p.m.

Teresa Hildebrand, PAWS; Carolyn Hughes, Humane Officer; Jane Cooper, Adoption Center Volunteer; Heidi Vestre, Humane Society; Gloria Moore, PAWS; Gail Aggas, PAWS; and Diane Altman, PAWS came to meet with the Board.

Since the retirement of Carol McElfresh, they have been overwhelmed with the stray/feral cat situation in the City of Zanesville and surrounding Muskingum County.

- They noted the human health risks from so many cats
- PAWS' purpose is spay/neuter; not finding homes and euthanizing
 - They are drowning in spay/neuter/prevention
- Carolyn needs help; received 77 calls last month; no where else to take the cats
 - Carolyn cannot take vacation or even leave town
 - Suggests an Animal Control position
- Three open shelters in the state of Ohio
 - Wyandot, Coshocton and Guernsey
- Dr. Mary Reid has volunteered her services
- Muskingum County Animal Shelter will not consider helping with euthanasia's
- BioCorp will take the euthanized cats, provide the bags, take the cadaver and make an \$8 donation back to the organization which would help pay for the drugs to Dr. Reid
- Currently on Rascal's rotation for spay/neuter at the Adoption Center

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- There is a possibility that The Straker Foundation may help with a possible lead on a building for the Humane Society
 - BioCorp would provide freezer for storage and a space for Dr. Reid
- Also considering a Pet Food Pantry
- When Teresa contacted the Health Department, Corey said she would work with them on a possible City ordinance
- Teresa reported that Dr. Williams has also been helpful

2:00 p.m.

Virtual meeting with ODOT for latest updates on IR70 reconstruction.

Adrian Adornetto from the Old Market House Inn, came to discuss a shared parking arrangement with the Commissioners.

- Timing would be the biggest issue
- No charges
- Prosecutor would be involved in agreement; Commissioners will contact Mark Zanghi and get back with Adrian
- Adrian said he would appreciate being notified of any plans for pavement of the parking lot...he would like to have his done, as well.

Marlee Gibson and Kate Klinehoffer from the Board of Elections came at the Commissioners' request.

- Marlee explained that their original request on May 26 was to transfer money to the Sheriff
 - This was for his deputies that work in the schools during election, so she did a decrease out of BOE salaries and an increase in the Sheriff's Department salaries

Kyle Dunn, Community Development Director, came to present to the Commissioners the CDBG PY2022 application recommendations.

- Dresden Swim Center
- Dresden Milling and Paving
- South Zanesville Milling and Paving
- Repair Assistance \$38,000

Will receive funding end of October; Work to begin Spring of 2023 through 2024

The Board approved the proposed PY2022

Commissioner Cameron placed a call to Stephanie Spencer.

- She asked Stephanie if the Board of Elections has changed how their directors are being paid
 - Wouldn't that have to be a BOE Board Decision?
- She also asked about the Clerk asking to get in to BS&A Budget last year
- She explained why she wasn't agreeable to coming to extra work session for the 2023 Budget deadline of June 1

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Scott Lee, Facilities Superintendent, came to discuss the Courthouse Fire Alarm System.

- He distributed a breakdown of pros and cons with the bids
 - Because of this, Scott is not in favor of a wireless system
- Based on Scott's research, knowledge and recommendation, the following was considered:

RESOLUTION 22-0539 approve the award of bid to James Electric and Security in the amount of \$140,000.00 for the purchase and installation of Courthouse Fire Alarm System. Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

There was discussion regarding hail damage to the Courthouse, Board of Elections and Engineer's garage roofs. Pam Davis, HR, was called over for the discussion.

Pam said that CORSA is requiring an estimate before proceeding.

Commissioner Crooks reported that she received a text from an individual asking how to put in a bid for roofs.

Pam reported on her interviews with cleaning companies possibly for the Health Department building.

There was further discussion with Scott about the paving of the parking lot.

There was an AEP pole placed on the far corner towards Fifth Street, after the Masonic fire. What will be done with that? Will it eventually be removed?

Scott was asked his opinion about the Adoption Center kennels. He is for getting it done right. Metal would have just been a band-aid. There are still questions about warranty if the Mason kennels would be installed.

After further discussion, the following was considered:

RESOLUTION 22-0540 authorize and approve Flecto Construction to install Mason Kennels in the Muskingum County K-9 Adoption Center.

Commissioner Cameron made the motion, with reluctance and hesitance, but feels we have no choice, Commissioner Crooks seconded.

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

Commissioner Cameron reported that two people had asked her to attend the Law Library meeting on Friday. After the meeting Robert said that it may take a couple of weeks for the Law Library to determine what they want to keep. Scott said that Sharon Ball, Law Library secretary, has sent a letter to the attorneys to inform them of the changes. Scott said once the Law Library gets their things situated, he will start on moving IT into the space.

Commissioner Crooks will contact Tom at Flecto to let him know of the passing of the above resolution.

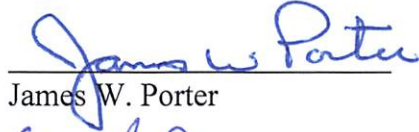
The Clerk is to schedule a meeting with Debbie Nye, Auditor, regarding a following-up regarding GIS.

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With no further business being before the Board, the meeting was adjourned at approximately 4:40 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



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.