

Minutes for June 08, 2023

Commissioners Present: Cameron, Bell, Crooks
Staff Present: Beth Iden/Susan Reese

RES 23-0618 Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Cameron, aye; Bell, aye, Crooks, aye. Motion carried.

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

The following legislation was now considered:

RESOLUTION 23-0619 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Notice to Proceed for the for the Virginia Ridge, Irish Ridge, Duncan Run, Butterbean Ridge and Old River Road Project Contract One.
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0620 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Notice to Proceed for the for the Virginia Ridge, Irish Ridge, Duncan Run, Butterbean Ridge and Old River Road Project Contract Two.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTION 23-0621 approve the transfer of monies from the General Fund (001) to the Community Project Fund-Avondale (151) to cover the Window Replacement Project costs.

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002	151-000-414002	\$45,000

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

RESOLUTION 23-0622 approve the Supplemental Appropriation of Funds within fund number 151, for the Muskingum County Commissioners, as requested by Eric Reed, ARPA Compliance Officer.

Supplemental Appropriations:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-102-504001	Contract Services	\$45,000

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

RESOLUTION 23-0623 accept and sign the agreement for PY2022 Chip Administrative Services for Tenant Rental Assistance Program, requested by Kyle Dunn, Muskingum County Community Development.
Motion made by Commissioner Crooks, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

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RESOLUTION 23-0624 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-507001-PA Misc	007-692-504022- PA Prof Services	\$10,000.00
007-697-507001-PA Misc	007-697-504022- SS Prof Services	\$ 500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0625 approve the Supplemental Appropriation of Funds within Fund Number 001 & 007, for the Muskingum County Job & Family Services, as requested by Tom Smith, Fiscal Supervisor of MCJFS.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
WIOA Youth	011-692-504181	\$22,000.00
CCMEP	007-692-504180	\$35,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0626 approve and authorize the payment of One Thousand Dollars (\$1,000.00) for Annual County Membership Dues for the Muskingum County Family YMCA effective July 1, 2023 through June 30, 2024. This membership will allow County employees a 25% discount on Annual Membership, as well as, waived Join Fee.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0627 accept and sign change order #1 for the Wills Creek Culvert Replacement Project, Luburgh, Inc. Requested by Mark Eicher, County Engineer.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0628 approve the Supplemental Appropriation of Funds within Fund Number 013, for the Muskingum County Sewer Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Repairs	013-372-504001	\$50,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0629 accept and sign the 2024/2025 Subgrant Agreement with ODJFS & ODM, Requested by Candy Emmert, Director of Children Services

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0630 accept and sign the Ohio Department of Job & Family Services IV-D Contract, requested by Muskingum County Child Support.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

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RESOLUTION 23-0631 accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for Meigs TR 79, The Flats Rd Bridge Muskingum County as determined by Muskingum County Engineer Mark Eicher. (see attached)
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Discussion on use of county vehicle by housekeeping and cell phone usage.

Commissioner Cameron said there needs to be a jail committee meeting to provide updates.

- Commissioner Crooks said the Sheriff mentioned the jail committee would be involved in every aspect of jail decisions

Commissioner Cameron reported that Eric Reed, Compliance Officer, has received one response regarding recommendations on jail architects and that was from Jefferson County.

The following legislation was now considered:

RESOLUTION 23-0632 declare an Executive Session at 8:21 a.m. for the purpose of discussing a Real Estate Matter. This session ended about 8:36 a.m.
Motion made by Commissioner Cameron, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Kyle Dunn, Community Development Director, came in to give updates on PY2022 CHIP program.

Eric Reed, ARPA Compliance Officer, came to give updates.

- Avondale
 - Eric has been talking to Pat Kelly, Architect and Gary from Avondale and there are concerns on not getting screens for the windows
 - Discussion on getting tempered glass for the entire building or just the windows.

Eric reported that he received a response from Robert Little of Jefferson County regarding the references on a jail architect.

- Jefferson County gave an excellent recommendation for DLZ Architects

The following legislation was now considered:

RESOLUTION 23-0633 adopts the following resolution:
WHEREAS, the Board of Muskingum County Commissioners (the "Board") is undertaking a construction project to build a new jail facility (the "Project"); and
WHEREAS, the services of a design professional are needed to evaluate and develop the program for the Project, prepare the design documents, and provide construction administration services for the Project; and
WHEREAS, pursuant to the statutory process required to procure a design professional under Ohio Revised Code Sections 153.65, et seq., the Board advertised and issued a Request for Qualifications ("RFQ") for the Project, evaluated the design professional qualifications received, and ranked the three most-qualified firms with DLZ Architecture, Inc. ("DLZ") as the most-qualified firm and K2M Design, Inc. and Strollo Architects, Inc. ranked second and third respectively; and

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WHEREAS, pursuant to Ohio Revised Code Sections 153.65, et seq., the Board determines to solicit a price proposal from DLZ for approval at a subsequent Board meeting and to work with legal counsel to begin to negotiate a contract with DLZ per Ohio Revised Code Section 153.69.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

1. That the Board approves the design professional procurement process, determines the ranking of design professional firms as set forth above, and selects DLZ as the most-qualified design professional firm for the Project.
2. That the Board authorizes solicitation of a price proposal from DLZ for approval at a subsequent Board meeting and determines to work with legal counsel to negotiate a contract with DLZ pursuant to Ohio Revised Code Section 153.69.
3. Pursuant to Ohio Revised Code Section 153.69(D), if the Board determines that an agreement cannot be reached with DLZ, the Board may work with legal counsel, to terminate negotiations with DLZ and enter into negotiations with the firm ranked next most qualified.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

Commissioner Cameron called Laura Bowman of Bricker Graydon and left a message.

Commissioner Cameron called Sheriff Lutz to inform him the Commissioners passed a Resolution to hire DLZ as architect.

- Sheriff Lutz agreed a jail committee meeting needs to be scheduled with the Judges and Prosecutor.
- Sheriff Lutz gave an update on the conditions of the Adoption Center.
 - 2 or 3 veterinarians and the Department of Agriculture have looked at the affected dogs and conclude it is a respiratory issue
 - They recommend not to move any dogs in or out of the facility
 - The Adoption Center is still closed to the public until further notice
 - Building interior is being thoroughly sanitized

Commissioner Cameron called Mike Reiter, Solid Waste, and left a message to call back.

- Commissioner Cameron said he dropped off a revised letter on Tuesday
- CCAO has a zoom call at 10:00 a.m. regarding landfills

Mike Reiter returned a call back to the Commissioners.

- Commissioner Crooks asked what input they should share with CCAO, Mark said to ask why the Health Department is becoming such a big issue

Commissioner Cameron left session at 9:38 for an appointment.

Commissioner Bell took the return call from Laura Bowman of Bricker Graydon.

- Laura will now be communicating with all three Commissioners, Mark Zanghi, Assistant Prosecutor, and Eric Reed, Compliance Officer, regarding DLZ being hired for the jail architecture

Susan Reese, Commissioner Clerk, joined session at 9:45 a.m.

Eric Reed, Compliance Officer, reported that Gary from Avondale feels like tempered glass was included in the request for the windows.

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Pam Davis, Human Resources, came to discuss a letter that she and the Commissioners received from Bill Page, Captain of the Lorena.

- Doug and Kyle Hobson have resigned from working on the vessel
- It upset the Captain that the Commissioners were not happy with him getting paid \$40 an hour to do maintenance on the vessel. The Commissioners would have agreed to \$20 an hour for the maintenance work and \$40 an hour to be Captain
- He offered to pay back the difference then proposed \$50 an hour as Captain
- Commissioner Bell is not willing to negotiate with the Captain

Pam reported that another Housekeeper has resigned.

Eric noted that the County is paying for him to have a cell phone.


- He sees no need for the “extra” phone and would prefer to use his personal phone only

Pam presented to the Commissioners the revised “Vacation Leave Policy” for their review. The Commissioners will wait until Commissioner Cameron returns to vote on the change.

With no further business being before the Board, the meeting was adjourned at approximately 12:30 p.m. on the motion of Commissioner Bell and the second of Commissioner Crooks.


Cindy S. Cameron


Melissa J. Bell


Mollie S. Crooks

This is a condensed version of today's session. For a more detailed account, feel free to request a DVD recording.