

# Minutes for June 26, 2023

Commissioners Present: Bell, Crooks  
Commissioner Cameron was absent  
Staff Present: Susan Reese

**RES 23-0678** Meeting was called to order at 10:07 a.m. on the motion of Commissioner Crooks and the second of Commissioner Bell.  
Vote was Cameron, absent; Bell, aye, Crooks, aye. Motion carried.

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

The following legislation was now considered:

**RESOLUTION 22-0679** approve the employment of Janis Beal for the position of Clerical Specialist 3, Child Support, contingent upon passage of the pre-employment assessments.  
Motion made by Commissioner Crooks, seconded by Commissioner Bell.  
Roll Call: Cameron, absent; Bell, aye; Crooks, aye. Motion carried.

**RESOLUTION 23-0680** approve the Supplemental Appropriation of Funds & Fund transfer within Fund Number 055, 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>
Transfer Out	055-372-510002	\$35,000.00

**FUND TRANSFER OF MONIES**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
055-372-510002-Transfer Out	170-000-414002-Transfer In	\$35,000.00

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

**RESOLUTION 23-0681** approve the Supplemental Appropriation of Funds within Fund Number 009, for the Muskingum County Engineer's Office, as requested by Mark Eicher, Engineer.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment & Maintenance	009-368-506001	\$72,428.95

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

**RESOLUTION 23-0682** approve the line item transfer of monies within Fund Number 001as requested by Beth Iden, Deputy Clerk, Commissioners, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-102-504131	001-102-504022	\$10,000.00

Membership/Advertising Professional Services  
Motion made by Commissioner Bell, seconded by Commissioner Crooks.  
Roll Call: Cameron, absent; Bell, aye; Crooks, aye. Motion carried.

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**RESOLUTION 23-0683** approve the decrease in Appropriations within Fund Number 045 and an increase in fund 63 for Muskingum County Court as follows:

**DECREASE APPROPRIATIONS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	045-242-501002	\$1,680.00
PERS	045-242-502003	\$ 235.20
Medicare	045-242-502001	\$ 24.36

**INCREASE APPROPRIATIONS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	063-242-501002	\$1,680.00
PERS	063-242-502003	\$ 235.20
Medicare	063-242-502001	\$ 24.36

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0684** approve the Supplemental Appropriation of Funds within Fund Number 196, for the Muskingum County Commissioners, as requested by Beth Iden, Deputy Clerk.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Lorena Expenses	196-102-503015	\$5,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0685** approve the establishment of new fund, number 198, which does *not* require approval of the State Auditor's Office, and line items as requested by Melanie Richert, Grant Administrator for the Muskingum County Court of Common Pleas.

**ESTABLISH NEW FUND**

<u>Purpose of New Fund</u>	To divert offenders from prison		
<u>Fund Number</u>	198		
<u>Fund Name</u>	Community Corrections 23-25		
<u>Department</u>	440		
<u>Award Amount</u>	\$501,656.00		
<u>Function</u>	Public Safety		
<u>Grant Period</u>	July 1, 2023 through June 30, 2025		
<u>Grant Administrator</u>	Melanie Richert, Chief Probation Officer		
<u>Type</u>	Special Revenue - State		

**LINE ITEMS TO BE CREATED**

<b>Revenue:</b>	<b>Description</b>	<b>Fund</b>	<b>Dept.</b>	<b>Account Code</b>
	Ohio Dept of Rehab & Correction	198	000	409058
<b>Expenditures:</b>	<b>Description</b>	<b>Fund</b>	<b>Dept.</b>	<b>Account Code</b>
	Employee Salaries	198	440	501002
	PERS	198	440	502003
	Medicare	198	440	502001
	Supplies	198	440	503001
	Contract Services	198	440	504001
	Staff Training	198	440	504117

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

# Minutes for June 26, 2023

**RESOLUTION 23-0686** approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund 198 for the Muskingum County Court of Common Pleas as requested by Melanie Richert, Grant Administrator, as follows:

**ADVANCE OF MONIES**

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>
001-990-510001	198-000-414001	\$16,299.50

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

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

- He presented an invoice from Kelly Architects for the Commissioners' signatures
- He reviewed Pat Kelly's email with the Commissioners
  - Eric is concerned that the window project deadline for completion is tomorrow
    - He has not received any documentation for the change order on the tempered glass
- Eric has talked with Jeremy Davis, APG Architects, regarding their services as Owner Representative for the proposed new jail
  - Jeremy will start with services offered, then he and Eric will work with the project team so there is no overlap in services
- In discussing the email from Laura Bowman of Bricker Graydon, Eric will review and fill in his response to the questions he can answer. He will also make note of the questions they will need to ask Laura so that everyone is prepared for the meeting with Laura on Thursday. Eric is hoping by Wednesday to have a draft of the Owner Representative's potential services in hand to assist in answering some these questions

Pam Davis, Human Resources, came to talk with the Commissioners and the following were considered:

**RESOLUTION 23-0687** approve the employment of Crystal Linscott, contingent upon passage of the pre-employment assessments. Starting wage will be \$12.00 per hour with the opportunity for an increase of \$.50 per hour upon the completion of a successful 180 day Probationary Period.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0688** approve the hiring of Jamie Ellis as a Seasonal Employee for the Muskingum County Maintenance/Housekeeping, through Action Total Staffing at \$10.10 per hour.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

There was also discussion with Pam regarding Housekeeping wages.

Commissioner Crooks asked Pam about the Center for Seniors renting spaces to outside organizations. What are the rules for these organizations bringing alcohol onto the premises? Pam agreed the CORSA should be contacted for their opinion.

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Commissioner Bell moved to approve the minutes of the June 12, 2023 session. Commissioner Crooks seconded.

Vote was Cameron, absent; Bell, aye; Cameron, aye.

Motion carried.

Commissioner Bell moved to approve the minutes of the June 15, 2023 session. Commissioner Crooks seconded.

Vote was Cameron, absent; Bell, aye; Cameron, aye.

Motion carried.

Mark Zanghi, Assistant Prosecutor, came to session and Commissioner Crooks asked him about perhaps changing the wording for the RFQ's for the Interior Design Services. He will make the revisions and send to the Clerk.

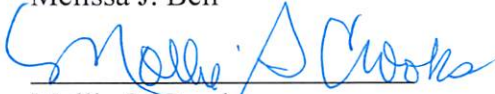
With no further business being before the Board, the meeting was adjourned at approximately 12:16 p.m. on the motion of Commissioner Crooks and the second of Commissioner Bell.

ABSENT

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.*