

Minutes for July 13, 2020

Commissioners Present: Porter, Cameron, Crooks

Staff Present: Susan Reese

The Commissioners attended a Unified Command meeting at 9:00 a.m.

RES 20-0591 Meeting was called to order at 10:25 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.

Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

Commissioner Cameron moved to approve the payment of bills, pending review.

Seconded by Commissioner Porter.

Vote was Cameron, aye; Crooks, absent at the time of voting; Porter, aye. Motion carried.

The following were in attendance to open bids for 9-1-1 Equipment.

Mark Zanghi, Assistant Prosecutor; John Deal, Sheriff's Office; WHIZ News; Commissioner Cameron, Crooks and Porter; Sheriff Lutz; Brandon Hannahs, TR; Susan Reese, Clerk

RESOLUTION 20-0592 open bids for 9-1-1 Equipment for the Muskingum County Sheriff.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

One bid was received: Civica in the amount of \$146,010.00.

- Estimate was \$164,000.00
- Grant will cover 60%.

RESOLUTION 20-0593 take bids under advisement for 9-1-1 Equipment for the Muskingum County Sheriff.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Mark Zanghi stayed and discussed the updated Safe Work Practice Policy.

Pam Davis, Human Resources, joined the conversation.

- There was discussion regarding the policy, "...if attending a public/group function with 10 or more people in attendance."
 - Commissioner Crooks would like to see that entire statement removed
 - Debra Nye, Auditor, has already made the ruling for her offices of "20 or more" people at a group function
 - It was decided to leave that policy and add, "...without the ability to social distance"
- Considering installing plexiglass in Commissioners' front office
- Departments are encouraged to add guidelines to be department specific
- Commissioner Porter had concerns with Jason Baughman, Building Official, being in Tennessee for his daughter's ball tournament
 - Pam will call Jason

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Commissioner Cameron reported that Alma Tennent, County Court Clerk, is concerned that the Records Department will not loan them boxes to use for moving their office.

- She was told it was not in the budget.
- Commissioner Porter will talk with Corrie at Records

Commissioner Cameron reported a message from Kellie Brown, Starlight Director, informing the Commissioners of three terms ending January 1 on the Starlight Board. Commissioner Cameron told Kellie she could call the Commissioners today.

The following legislation was now considered:

RESOLUTION 20-0594 approve the line item transfer of monies within Fund Number 001 as requested by Mark C. Fleegle, Administrative Judge, Muskingum County Court of Common Pleas, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-241-506001 Equip/Adult Probation	001-241-503017 COVID-19/Adult Probation	\$772.50
Motion made by Commissioner Porter, seconded by Commissioner Crooks.		
Roll Call: Cameron, aye; Crooks, aye; Porter, aye.		Motion carried.

RESOLUTION 20-0595 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 Fund – Marine Insurance	196-002-504145	\$8,233.33
Motion made by Commissioner Crooks, seconded by Commissioner Porter.		
Roll Call: Cameron, aye; Crooks, aye; Porter, aye.		Motion carried.

RESOLUTION 20-0596 approve the establishment of new fund, number 147, which does *not* require approval of the State Auditor’s Office, and line items as requested by Peggy Taylor, Office Manager for the Muskingum County Water Department.

ESTABLISH NEW FUND

Purpose of New Fund To reflect the financial activity of the Eastpointe Water Main Extension. The revenues will be derived from ARC, advance in and transfer in from the Water Fund. The expenditures will be for engineering fees, contract services, contingency, materials and supplies. The estimated cost of the project is approximately \$537,000

<u>Fund Number</u>	147
<u>Fund Name</u>	Eastpointe Water Main Extension
<u>Department</u>	Water (#373)
<u>Type</u>	Capital Project Fund - Federal

LINE ITEMS TO BE CREATED

<u>Revenue:</u>	<u>Description</u>	<u>Fund</u>	<u>Dept.</u>	<u>Account Code</u>
	Advance In	147	000	414001
	Transfer In	147	000	414002

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Expenditures:	Description	Fund	Dept.	Account Code
	Engineer Fees	147	373	504013
	Contract Services	147	373	504001
	Contingency	147	373	504999
	Advance Out	147	373	510001

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0597 approve and authorize the ADVANCE of Funds from County Water Fund 014 to Fund 147 for the Muskingum County Water Department as requested by Peggy Taylor, Office Manager, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
014-373-510001 Advance Out	147-000-414001 Advance In	\$137,000.00
014-373-510002 Transfer Out	147-000-414002 Transfer In	\$400,000.00

ALSO, BE IT RESOLVED, to 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>
Engineering Fees	147-373-504013	\$ 20,000.00
Contract Services	147-373-504001	\$460,000.00
Contingency	147-373-504999	\$ 57,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0598 approve the payment of invoices incurred in 2019 with 2020 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk for Muskingum County Information Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Freshworks	Garden Annual Plan	\$2,160.00

Motion made Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0599 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Ohio Department of Public Safety Subgrant Award Agreement 2019-RO-MDI-R531. This grant will reimburse the salary and benefits of the Sheriff's Drug Interdiction Officer. Requested by John Deal, Muskingum County Sheriff's Office.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0600 approve to sign Letter of Intent for Potential Purchase of Solar-Generated Energy and Related Electric Consulting Agreement to CCAOSC Energy Solutions.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0601 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk, Muskingum County Information Services, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-111-503031 IS Software	001-111-503017 COVID-19	\$10,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0602 approve to sign amended Contract Agreement with Local Government Services to include additional assistance related to the County's implementation of GASB 84, reconciling cash, the new accounting system and debt refunding. Requested by Debra Nye, Muskingum County Auditor.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

Dan Long, IT Director, came to see the Commissioners and was asked about the Freshworks "Garden Plan". He said it is their Service Desk Application.

There was discussion regarding the Letter of Intent for CCAOSC regarding solar energy.

Commissioner Porter asked who would pursue charges against the speedway for not following the approved plan to open and not following social distancing orders...Unified Command?...Health Department?...Commissioners?...Prosecutor?

RESOLUTION 20-0603 open public hearing for 2021 Budget.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

There was no contentions or changes to the proposed 2021 Budget.

It was reported that the Treasurer has collected \$2 million more, in real estate taxes, through June of 2020 than she had through June of 2019.

The Commissioners adjourned for lunch to resume session at 1:00 p.m.

The Commissioners resumed session at 1:00 p.m. to participate in CORSA Live Training via conference call.

The Commissioners reviewed draft letters from Don Madden to customers explaining the assigning of new account numbers due to service provider mergers and software upgrades. All agreed to approve the letters.

Commissioner Crooks moved to approve the minutes of the July 09, 2020 session with corrections. Commissioner Porter seconded.

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

Motion carried.

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Commissioner Porter reported that he talked with Corrie Marple, Director of Records Center, regarding County Court's request for boxes.

- Corrie explained that she has X amount of dollars in her budget, for each entity, as far as records and boxes and County Court has surpassed theirs by a large amount
- Corrie has provided them boxes for permanent records to go in the Records building
- County Court is asking for 100 boxes
- Corrie would be happy to sell them the boxes for \$3.00 a piece
- When they use the boxes for moving, they usually get destroyed or damaged and they can't use them again
- Records purchases the boxes 1,000 at a time
- Commissioner Crooks asked what's the purpose of the Records Commission unless it's to support our departments for records
 - It would be courteous to help another department to get through a temporary time
- Commissioner Cameron asked if it would be possible to let County Court use the boxes and then if they are not returned and/or unusable then charge them
 - Commissioner Porter said the issue is moving them
- Commissioner Porter said he would bring it up at Thursday's Records Commission meeting

A return call was placed to Kellie Brown.

The Starlight Board has three people whose term ends in January

- Mike Norman, current Board President; Robert Beitzel; Kathy Martin
 - Kathy is willing to give up her seat so someone else can have an opportunity on the Board
 - Her seat fills the Educational component
- Board Members can serve up to three, four-year terms as a volunteer position
- Kellie will send potential recommendations to the Commissioners and the Commissioners will discuss

What are school plans for the upcoming year?

- CORSA provided a release/consent for parents that want to send their children. Kellie is working with Mark Zanghi to modify for Starlight
 - Attending remotely is one option
 - Another option they are considering is five days on, five days off; half of the class on and half the class off
 - Deep cleaning, with Clorox 360 machine, will occur on Friday nights
 - They have had focus groups and met with families to discuss

They will be starting school on regular schedule, but will not be accepting any new students.

Kellie reported that, unfortunately, she has seen some clients losing skills because of isolation.

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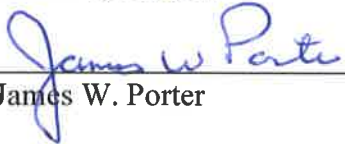
With no further business being before the Board, the meeting was adjourned at approximately 3:11 p.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.



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.