

# Minutes for July 23, 2020

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

**RES 20-0632** Meeting was called to order at 10:00 a.m. on the motion of Commissioner Crooks and the second of Commissioner Cameron.

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

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

Seconded by Commissioner Cameron.

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

Mike Reed, of Bell Road, Monroe Township, stopped to bring a copy of a letter to the Commissioners that he wrote to the Township Trustees. He also copied the Engineer.

- Mr. Reed had left several messages for Ralph Clark, Trustee, and finally got to talk to him and explain his concern
- Mr. Reed said there are approximately 50 potholes between SR93 and his house and the hill is slipping into the road
- The Township says they do not have the money to repair
- Mr. Reed said he has personally spent \$1,200 on ditches
- Currently the dust is a big issue
- Heavy traffic usually starts around 5:00 a.m. with trucks and trailers
- Mr. Reed noted that in Adams Township, which is the neighboring Township, every resident has chip and seal
- Mr. Reed was willing to pay the \$3,000 cost for chip and seal in front of his house, but decided that was not his responsibility
- It was suggested he attend another Township meeting. Mr. Reed said he has never attended a Township meeting.
- The County Engineer told him it would be approximately \$550 to chip and seal just in front of his house, but the Township must request the work from the Engineer, which they have not done
- Mr. Reed said, according to the ORC, the Commissioners have the authority if the Township says no
  - Commissioner Porter said the County has the authority to contract with the Township
- Commissioner Porter asked if Mr. Reed had ever considered running for Township Trustee
  - Mr. Reed said he is not physically able to do the work

Mark Eicher, Engineer; Matt Russell and Shawn Johnson from the Engineer's Office, came to talk to the Board about the utilities for the new Dog Pound site.

- Pat Kelly, Architect, needs to know what to include in the bid package
  - Water and electric will be a pretty simple hookup
  - Electric company will provide line if County provides trench
  - Sewer probably hook on from the Sheriff's Office
- There will be a need for 5-6 foot of fill; 800 cubic yards

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- Should that be included in bid or can the County do that?
- Commissioner Cameron said both Stan, Sewer Department, and Don, Water Department, have offered to help in any way they can
  - It needs to be confirmed that they will do the Sewer and Water connections
  - Would it be possible for Stan to do the trenching?
  - The Engineer could possibly move the dirt if Luburgh cannot
- The Engineer will need building plans from the Sheriff's Office

Mark and Matt reported the following updates:

- All employees are back to work now
- They are having trouble with the chip box
- Mollies Rock is complete
- Edgemoor should be completed next week
- Mitchell Lane is getting a new box culvert – should be completed next week
- Columbia Gas is tearing up asphalt on Rehl Road
- Richards, Norfield and Rehl are complete
- The concrete floor should be poured on the Philo Bridge tonight
- Southern and Sundale Roads are scheduled for box culvert replacements
- Install concrete beams on existing abutments on Cutler Lake Road
- Finishing concrete pours on High Freeland
- Senator Tim Shaffer is coming next week to look at some of the County bridges
- Scheduled to replace 12 bridges this year
- Finalizing plans for Gaysport Bridge
- Original goal was to chip and seal 50 miles this year, probably will be closer to 25
- Gas tax is down approximately 15% year to date
  - License tax is rebounding
- Mark reported that one of their employees went to Florida for vacation. They have talked with HR about how to handle.
  - Denis Swierz is currently covering for that employee

The following legislation was now considered:

**RESOLUTION 20-0633** approve the Supplemental Appropriation of Funds within Fund Number 042, for the Muskingum County Court of Common Pleas, as requested by Mark C. Fleegle, Administrative Judge.

## **SUPPLEMENTAL APPROPRIATION OF FUNDS**

<b><u>Description</u></b>	<b><u>Account Code</u></b>	<b><u>Amount</u></b>
Specialized Docket Subsidy Grant – Reimb	042-241-501010	\$4,717.80

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-0634** accept the recommendations of the Tax Incentive Review Council. The Council recommended for the Commissioners to continue all existing agreements per the attached minutes.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

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**RESOLUTION 20-0635** accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for various bridges throughout Muskingum County as determined by Muskingum County Engineer Mark Eicher. This list is as follows:

SFN 6033261, TR208, Leedom Road

SFN 6033075, CR63, High Freeland Road

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-0636** appoint Ronda Hollingshead of Creative Options (Retired Supervisor of MCACPS) to the Ohio Children's Trust Fund Regional Prevention Council with a term to commence immediately and end on July 23, 2022.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 20-0637** approve the Supplemental Appropriation of Funds within Fund Number 007, for the Muskingum County Job and Family Services, as requested by Tom Smith, Fiscal Supervisor.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
SS Professional Services	007-697-504002	\$3,347.24

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-0638** 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 Tom Smith, Fiscal Supervisor.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Treasurer State of OH	TSSP Port Chgs Jul-Sept 2019	\$901.26
Treasurer State of OH	TSSP Port Chgs Jan-Mar 2019	\$120.78

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 20-0639** WHEREAS, the Board is the owner of certain real property located at 655 Zane Street, Zanesville, also known as Auditor Tax Parcel 84-59-01-02-000; and

WHEREAS, pursuant to O.R.C. 307.09(A), if the interests of the county so require, the board of county commissioners may sell any real property belonging to the county and not needed for public use; and

WHEREAS, the Board has determined that the real property located at 655 Zane Street is no longer needed for public use;

NOW, THEREFORE, be it resolved by the Board of County Commissioners, Muskingum County, Ohio that:

1. Pursuant to O.R.C. 307.10(A) the real property located at 655 Zane Street shall be sold to the highest responsible bidder. Sealed bids shall be accepted at the Office of the Board of County Commissioners, 401 Main Street, Zanesville, Ohio 43701, until Friday,

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August 28<sup>th</sup>, 2020 at 4:00 p.m. Bids shall be opened at the regular session of the Board on Monday, August 31<sup>st</sup>, 2020 at 10:30 a.m.

2. The minimum bid amount for the real property located at 655 Zane Street shall be \$891,300.00 (eight hundred ninety-one thousand three hundred and 00/100 dollars). The Board reserves the right to reject any and all bids submitted. The premises shall be available for occupancy on the date of closing.
3. The Clerk is directed to place an advertisement for the Notice of Sale of the real property located at 655 Zane Street in the Zanesville Times-Recorder on Friday, July 31<sup>st</sup>; Friday August 7<sup>th</sup>; Friday, August 14<sup>th</sup> and Friday, August 21<sup>st</sup>, 2020.
4. The Clerk is directed to place the Notice of Sale of the real property on the Muskingum County website.
5. The building and premises will be available for a pre-bid inspection on Monday, August 10<sup>th</sup>, 2020 at 10:00 a.m.
6. It is found and determined that all formal actions of this board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-0640** 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 Matthew J. Lutz, Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Mid-East Career and Tech Ctr	Adult Basic and Literacy	\$1,150.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 20-0641** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Agreement between the Muskingum County Emergency Management Agency and the Muskingum County Local Emergency Planning Committee.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

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**RESOLUTION 20-0642** approve the posting of the position of Receptionist for the Muskingum County Rambo Memorial Health Center. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0643** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 6 and associated paperwork in the amount of \$189,231.13 for the Water Main Extensions to North Moose Eye, Lodge, Maplebrook, Nel-Damar, Tammy, McKinley & Tavenner Roads

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0644** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 9 for the Weber Lift Station Renovation Project in the amount of \$53,444.08.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0645** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the engineering agreement with Vaughn, Coast, and Vaughn for the engineering of a waterline for the Big B and Mutton Ridge Road Water Main Extension.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0646** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the engineering agreement with Vaughn, Coast, and Vaughn for the engineering of a waterline for the County Line Road Water Main Extension.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0647** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the engineering agreement with Vaughn, Coast, and Vaughn for the engineering of a waterline for the Twin Hills Drive Water Main Extension.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0648** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the engineering agreement with Vaughn, Coast, and Vaughn for the engineering of a waterline for The Wilds Water Main Extension

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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**RESOLUTION 20-0649** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the engineering agreement with Vaughn, Coast, and Vaughn for the engineering of a waterline for the Imlay and Wilsonwood Road Water Main Extension.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Commissioner Cameron reported that she talked with Don Madden about the bids for the EastPointe Water project and the fact that ASK was the lowest bid. Hazen was a close second but only included a 10% bond.

- She expressed her concern that Don was in talking with the Commissioners several times about ASK on past projects and thinks we need to ask legal counsel about the 10%
- Don will find out about the 10% bond
- Don would agree with Morgan that ASK could do the work
  - He also agreed that ASK cannot complete paperwork for the projects

The Clerk gave the Commissioners a copy of an email from Natalie Stang, CPA. She is conducting an audit with the Agricultural Society and had some questions.

- Payments were made monthly rather than annually as the debt agreement outlined
- Only two payments were made during the audit period of December 01, 2017 – November 30, 2019.
  - Ms. Strang said she questioned the Society officials why no payments were made after the December monthly payment (paid in February of 2018).
    - She was informed that Commissioner Porter attended a meeting with the Society's officers and stated that due to the Society not having extra funds that the Society could halt making future debt payments.
      - However, the Society was not able to provide any written documentation to support this.

Commissioner Porter said there is a resolution forgiving a certain amount of it several years ago, but you will not find a resolution to forgive the whole thing.

- The Commissioners have paid the debt in the past, but it was done through a resolution
- There is no method to make them pay it because of the way it was done
- Commissioner Crooks said that she talked with Larry Merry and that was never the intent, at the time, with that Board of Commissioners, that the Agricultural Society would have to pay
- Commissioner Cameron asked, if it was never the intent, then why did they ever start paying?

Commissioner Porter reported that per Rob Reiter, the City of Zanesville has signed a contract with Recycling to bring them their recycling materials.

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At 11:30 a.m., the Commissioners participated in the Department Head Meeting via Google Meets. The next Department Head Meeting will be held Thursday, October 22. Commissioner Cameron reported that she just received a message that Dr. Gibson is no longer employed by Genesis.

Commissioner Porter asked about meeting with Stan regarding the recent employee exit interview.

- Pam Davis, Human Resources, said she did email a copy of the exit interview with Mike Hammers, to Stan

Pam also mentioned, for discussion, Tim Parrill stepping down from Field Supervisor position

- Should his wage be adjusted because he stepped down?
  - He was given a \$2.00/hour increase when promoted to Supervisor
    - Rich Nelson's salary was not taken away when he was removed from a Supervisory position. Mainly because of his 20 years' experience with the Department.

Pam also discussed Gloria Brown's request for seasonal workers at the Rambo Memorial Health Center to help out with the flu season. The following was then considered:

**RESOLUTION 20-0650** approve the posting two seasonal County nursing positions for the Rambo Memorial Health Center/Muskingum TB & Respiratory Clinic. The positions can be filled with either LPN or RN qualifications. Employment would be forty hours per week for an eight week period (September 14, 2020 through November 06, 2020). This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-0651** approve the hiring of a Lobby Monitor for the Rambo Memorial Health Center/Muskingum TB & Respiratory Clinic, through Action Temporary Services, for forty hours per week for up to an eight week period (September 14, 2020 through November 06, 2020).

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

There was discussion regarding Gloria's request for a Receptionist Assistant. Pam will contact Gloria for more details.

There was discussion regarding Stan Lucas coming in to discuss Mike Hammers' exit interview.

- Commissioner Porter asked when it was decided to send the exit interview to Stan because normally those decisions are made in session
- Pam had sent an email asking for direction as to what to do with the exit interview.
  - Only Commissioners Cameron and Crooks replied and agreed that it should be shared with Stan
  - Commissioner Cameron felt like Mike is already gone so there would be nothing for Stan to approach him about. We've given exit interviews to the Department Managers before.

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- It's Commissioner Crooks' understanding that it's standard operating procedure to share it with the Manager so it can be discussed, so why would it have to be discussed in session
- Bryan Catlin had the exit interviews before discussion with the Commissioners
- Pam would ask for better communication when she asks questions of the Board
- The Board should see the exit interview before its given to the Manager/Department Head
- Commissioner Porter has concerns that decisions like that cannot be made via email, according to the Sunshine Law Training
  - It wasn't intended to be a decision
- All agreed that there is value to the exit interviews
  - It doesn't matter how the employee left, the offer of an exit interview should be extended

It was decided to invite Stan Lucas and Bryan Catlin to come in to session next Thursday to address matters relative to their departments.

There was continued discussion regarding Tim Parrill's pay. Pam will talk with Stan to get his opinion.

The Clerk is to schedule appointments with Stan Lucas, Mason Gates and Bryan Catlin for next Thursday's session.

There was discussion with Pam regarding Safe Work Policy and Travel Advisory. She has a call in to Jeff Stancunas at CORSA for direction. Pam asked how to handle changes when they come in. It was decided to let Department Heads and Elected Officials know that it will be Monday before any final decisions are made.

Commissioner Crooks moved to approve the minutes of the July 20, 2020 session with changes. Commissioner Cameron seconded.

Vote was Cameron, aye; Crooks, aye; Porter, aye until time left. Motion carried.

Commissioner Cameron reported that Hallie Nesselroad who works with Veterinarian Rachel Elliott, said that they would be open to talking to the Commissioners about working with the Dog Warden for veterinarian services.

There was further discussion regarding audit's request for information regarding the Agricultural Society.

- The Clerk was asked to inform her that there is no resolution forgiving the debt. Commissioner Porter said Mike Babcock told him the last payment the Fair Board made was two years ago
- Commissioner Porter said there is an actual payment schedule for the debt
- The Clerk was asked to call Mike Babcock to ask for the schedule and the debt balance
- The Fair Board debt was refinanced in to other debt with the County, several years ago



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- Commissioner Crooks said the issue is that the Fair Board believes that they were told they don't have to pay the debt
  - Are we going to forgive that part of the debt and what is expected from them in the future
  - Commissioner Porter asked what is our means to force them to pay
    - The debt is in the Commissioners' name

Commissioner Crooks reported that she talked with Bishop Parker regarding the ODC property on the East Pike.


- Are they interested in selling...yes, by bid
- 50-60 acres - \$5 million
- Would consider splitting property

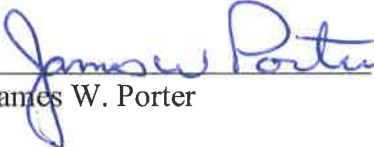
Commissioner Porter reported that there is 60 acres available at the corner of Boggs Road and Sonora Road.

- Owner would consider any reasonable offer

With no further business being before the Board, the meeting was adjourned at approximately 2:01 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.*

