

Minutes for July 25, 2022

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

RES 22-0710 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

RESOLUTION 22-0711 approve to open bids for Cleaning Services at the County Agencies Building.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Top Notch Cleaning: \$123,120 annually
Unique Custodial Services: \$117,018 annually
High Point Cleaning: \$ 95,400 annually
Covic Connection: \$ 69,885 annually – also offers carpet cleaning at \$12,000 annually

RESOLUTION 22-0712 approve to take bids under advisement for Cleaning Services at the County Agencies Building.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Pam reported that the Center for Seniors is still asking to contract with County Housekeeping for cleaning their building two hours per day, five days per week.

- Pam has reached out to Mark Zanghi, Assistant Prosecutor, asking him to draft an agreement
 - She has not yet heard back from him
- Maintenance will be invoiced through Work Order at \$25 per hour/per employee, and Housekeeping will be charged 2 hours per day/five days per week at a monthly charge of \$1,000
- Commissioner Porter suggested a clause that would allow for wage adjustments as salaries and costs change
- Pam asked Stephanie Spencer, Chief Administrator, if it would be a problem for Maintenance to receive “revenue” from the Center for Seniors
 - Not a concern, since we are not profiting
 - Stephanie’s suggestion would be to consider re-doing their rental agreement to include, at least, the Housekeeping services, bearing in mind, the rental agreement has not yet been determined, since, currently, their rent is being forgiven
- Commissioner Porter asked if there was an estimate on the bid documents for the Health Department facility cleaning
 - He is not sure that it is legal to not include an estimate, but Mark Zanghi has been asked before

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- Pam will check with the Prosecutor's Office

Pam reported that Chad Tyson has accepted the Director of Business position at the Center for Seniors.

The following was now considered:

RESOLUTION 22-0713 declare an Executive Session at 10:26 a.m. for the purpose of discussing a Personnel Matter pertaining to the consideration of employment of the Muskingum County Water Department. This session ended about 10:31 a.m.
Motion made by Commissioner Cameron, seconded by Commissioner Crooks.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0714 approve the employment of Gary Reed as Field Operator II, Level II for the Muskingum County Water Department, contingent upon passage of the pre-employment assessments. Beginning wage will be \$19.50 per hour with the opportunity for an increase of \$.50 per hour upon the successful completion of the 180 day probationary period.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 22-0715 approve the employment of Melinda Lemmon as full-time Office Clerk for the Muskingum County Water Department. Starting wage will be \$14.50 per hour with the opportunity for an increase of \$.50 per hour upon the successful completion of the 180 probationary period.
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

There was discussion regarding the current cleaning of the Rural Services Building. There is concern that it is not being cleaned very well.
There is also concern about the security of the building.

Pam reported on the status of the hail claims for County property.
Commissioner Porter confirmed with Pam that the insurance the County carries for the fairgrounds is on the buildings only, no liability....that is correct.

Commissioner Porter reported that he will be leaving session at 11:00 a.m. Thursday.

The following legislation was now considered:

RESOLUTION 22-0716 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Subgrant Award Agreement in the amount of \$71,091.76, requested by John Deal, Financial Administrator of the Muskingum County Sheriff's Department.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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RESOLUTION 22-0717 approve the Supplemental Appropriation of Funds within Fund Number 099 due to grant amendments for the realignment of funds, for the Muskingum County Juvenile Department, as requested by Vicki Vallee, Finance Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Comm.Svc./Restitution Salaries	099-444-501002RESTS	\$691.83

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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

- Avondale
 - Met with Gary today to make sure everyone was on the same page
 - Eric has contacted multiple companies regarding the required Environmental Review. He will report back to the Commissioners when all data is compiled
- Center for Seniors
 - Eric sent Kate the amended resolution
- Mid-East CDL
 - The Commissioners will be meeting at the Church Hill Road property Thursday at 8:45 a.m. to view the proposed access road
- Fair Grounds Water/Clean Face Project
 - Received proposal from Steve Kelso Plumbing
 - Hot water tanks are currently working
 - To furnish and install two Rheem 75 gallon gas hot water tanks; \$4,316.00
 - To repair showers, new pop off on hot water tank, install two new American Standard lavatory faucets; \$2,207.52
 - The water line feeding the building is only 1" and is not big enough to supply everything in the building. Should be 2"
 - The back flow tests are \$100 each and they do not do the fire suppression
 - Jerry Miller also called Eric to report that Kelso said the tankless hot water tanks would have to be plumbed differently, he also says (2) tankless won't keep up; would need three or four at a cost of \$3,5000 per unit
 - Jeremy Davis only used two because his design had less toilets, sinks and showers
 - Kelso could install same type for above cost
 - Commissioner Porter said his only comment about the Fairgrounds is that he is extremely disappointed that they are selling alcohol at the Fairgrounds. He found out on FaceBook. He attended a 4-H meeting last night and there wasn't a parent there in favor of it.
 - Eric also reported that Section D of the grandstand is complete
 - Bleachers were delivered on Friday....missing some nuts and bolts, trying to locate some locally
 - G&M will work do work; about a day to remove and two days to install

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- Jerry Miller willing to provide additional details...wants Board of Commissioners to be in the know
- ARPA report due Sunday, will have completed by Friday

Commissioner Crooks reported that she asked Robert Moore, IT Director, about the Commissioners' general email. He said he can either delete it permanently or just disable it.

Commissioner Crooks asked if everyone was okay with sending a letter of support for the U.S. Department of Justice Second Chance Act Grant. All agreed.

Commissioner Crooks reported that she will be out of the office the week of September 5.

There was discussion regarding the proposed LandBank agreement.

- Commissioner Cameron understood from the report at the LandBank meeting that the agreement had been settled
- Commissioner Porter asked if this was legal
- Commissioner Crooks said Mark Zanghi's, Assistant Prosecutor, response was that he has no concerns with the agreement; the agreement was prepared by their office (Prosecutor)

Lucretia Frame, Records Center Director, came to meet with the Commissioners.

- She explained that Big Brothers, Big Sisters has asked her to make a presentation on some of the Record Center's historical documents during one of their school-based-Lunch Buddies programs

The Commissioners adjourned for lunch to resume session at 1:30 p.m.

Robert Moore, IS Director, came at the Commissioners' request to discuss Paul Reed's Exit Interview.

There was also discussion regarding wages for IS employees.

Stan Lucas, Sewer Department Manager, came at the Commissioners' request to discuss Clayton Carpenter's Exit Interview.

There was also discussion regarding the length of the Probationary Period.

Eric Reed joined the conversation at the Commissioners' request to discuss Mid-East CDL. Eric said they told him that they would work to get County employees in as soon as possible when requested. They have not committed to any tuition deductions.

Eric reported that the pre-bid meeting for Avondale's window project is tomorrow.

Commissioner Porter said he was asked why we don't use Tayhi Court Reporting for transcribing the minutes. The Clerk said she had contacted them a while ago about transcription and the cost would be between \$400 and \$600 per session.

The Commissioners returned a call to Sheriff Lutz regarding the K-9 Adoption Center.

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- Commissioner Crooks said she understood that the staff and volunteers were unanimous in requesting mesh bottoms on the kennel doors
- Cost to replace sides of kennels: FRP-\$165,000; Stainless \$197,000
- Cost for new fronts with mesh: \$231,000
- Commissioner Crooks suggested just doing sections at a time, to see what happens
- Total for upgrades would be \$428,000
 - Commissioner Cameron said she would be an absolute, NO
 - Commissioner Porter likened the situation to a mechanic not knowing what he's doing, just throwing parts at the vehicle to fix it
 - Commissioner Cameron noted that we started out with a bid of \$660,000 and are already at almost \$1 million
 - Sheriff Lutz said the stainless walls are more important than the fronts, but would understand if the Commissioners just want to pump the brakes and not put anything else into it right now, he'll talk to Scott and see what can be done. If these current walls were to be "dog proof" shouldn't we look into that?
 - Commissioner Crooks said that Tom from Flecto, told her that he was surprised the dogs could destroy it, but the way it's installed, there is a groove between the strips that the dogs could possibly get a tooth or toenail in and that would explain how they even start the process of eating into it
 - Commissioner Porter also questioned the possibility of the dogs getting their toenails in the wire mesh on the doors
 - Commissioner Cameron noted an outside comment from someone who follows the Volunteer FaceBook page and a picture of a dog that showed the "new" drain in the new building that already looks 20 years old, so how do we know that this is even going to work
- The Sheriff said it is up to the Commissioners how they want to handle the situation...they will make it work

Commissioner Cameron reported that Scott Lee, Facilities Superintendent, said that Adrian Adornetto told him that Neff Paving would be paving their lot (Olde Market House) in a few weeks. Commissioner Cameron asked Scott if he would need to check back with the three companies that gave estimates to see if their prices have changed since they submitted the estimates in May and what their timeframe would be.

Scott called Neff Paving....same price as original quote. Waiting on Birkhimer to respond. Commissioner Porter asked if they would be milling anywhere in the actual parking lot. Commissioner Cameron did not know.

Commissioner Cameron reported that she did some research on number of employees:

- Engineer - 51
- Water Department - 17
- Sewer Department - 8

Scott was called in to session.

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There was continued discussion regarding a generator for the Board of Elections.

Scott reported that the Neff Paving quote for the Soldiers and Sailors parking lot will remain the same. Birkhimer thought theirs might increase.

There was discussion regarding the condition of the landscaping at the Rural Services building. Scott said that he sent Jonathan up to trim and mow. Scott said he received an email from Van Slack, Soil and Water, saying that Maintenance killed some pollinator plants that they shouldn't have and if anyone had any questions, to call him.

- Commissioner Porter said it's our building and it looks awful. Time to trim it all.

There was also discussion about the homeless using their public restroom. Commissioner Porter said that restroom is also used when any of the entities in that building have public meetings or have visitors.

The replacing of flooring in that building was also discussed. Scott will contact each of the entities regarding their office spaces.

There was continued discussion regarding a generator for the Board of Elections.

- It will require a 600 amp electric panel and the building will have to be rewired
- It will take 20-28 weeks to build a generator to accommodate that building

A call was placed to Marlee Gibson at the Board of Elections to inform her that it is not possible to have a generator in place by the August 2 primary election. She said they will lose the grant money.

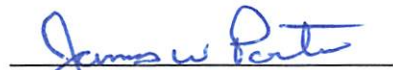
A call was placed to Soil and Water. Van and Lisa were both out of the office. The Commissioners talked with Robert who said that when Maintenance came up, they were spraying and trimming everything. A message was left for Van or Lisa to return the call.

Commissioner Cameron received a text and had to leave for the hospital regarding a family emergency.

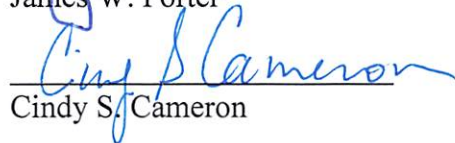
With no further business being before the Board, the meeting was adjourned at approximately 3:49 p.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.



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.