

# Minutes for Thursday, July 27, 2023

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

**RES 23-0769** Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.  
Vote was Cameron, aye; Bell, aye, Crooks, aye. Motion carried.

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

There was discussion regarding a text from Mayor Mason asking if the County could paint the back of the Hixson Building and pave and decorate the little parking lot off Fountain Alley. The Commissioners will ask the Mayor to figure the cost of paving the parking lot while the City is paving the alley.

Commissioner Cameron also reported that the Ohio Channel will be filming and doing a documentary on our Courthouse.

The following legislation was now considered:

**RESOLUTION 23-0770** approve the Supplemental Appropriation of Funds within Fund Number 122, for the Muskingum County Auditor's Office, as requested by Stephanie Spencer, Chief Administrator.

## **SUPPLEMENTAL APPROPRIATION OF FUNDS**

<b><u>Description</u></b>	<b><u>Account Code</u></b>	<b><u>Amount</u></b>
BWC 2013 Distributions	122-103-504906	\$274,307.57

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

**RESOLUTION 23-0771** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

## **LINE ITEM TRANSFER OF MONIES**

<b><u>From Line Item</u></b>	<b><u>To Line Item</u></b>	<b><u>Amount</u></b>
007-692-501002-PA Salaries	007-697-507001-SS Other	\$1,500.00

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

A call was placed to Marlee Gibson regarding their request for supplemental appropriations. Marlee confirmed that the funds have been received from the Secretary of State. This resolution will appropriate the funds to the correct line items.

**RESOLUTION 23-0772** approve the Supplemental Appropriation of Funds within Fund Number 128 for the Muskingum County Board of Elections, as requested by Marlee Gibson, Director.

## **SUPPLEMENTAL APPROPRIATION OF FUNDS**

<b><u>Description</u></b>	<b><u>Account Code</u></b>	<b><u>Amount</u></b>
Employee Salaries	128-112-501002	\$45,000.00
County Seasonal Elect. Workers	128-112-501005	\$ 5,000.00

# Minutes for Thursday, July 27, 2023

Medicare	128-112-502001	\$ 900.00
PERS	128-112-502003	\$ 7,000.00
Judges & Clerks	128-112-504161	\$45,000.00
Election Workers	128-112-504160	\$ 2,500.00
Supplies & Others	128-112-503001	\$10,000.00
Contract Services	128-112-504001	\$12,000.00
Travel & Training	128-112-502013	\$ 1,000.00
Advertising & Printing	128-112-504120	\$15,000.00
Contract Repairs	128-112-504007	\$ 1,000.00
Equipment & Maint.	128-112-506001	\$ 132.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0773** 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>
Materials- Bridges	009-368-503008	\$ 30,000.00
Materials- Roads	009-368-503009	\$200,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0774** sign official certification of the local government monies to be received in calendar year 2024 as submitted by the Muskingum County Auditor.

Local Government Revenues for 2024 \$934,031.77

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

A call was placed to Sheriff Lutz regarding a posting on the Adoption Center volunteer page requesting volunteer help today because of staff shortage.

- The Sheriff explained that they are running full on dogs and each employee has 2 days off every week, which means that Mondays are the only day with three employees
- A call was placed to Bob Smith from Juvenile Court
  - Would they have Community Service residents that could help at the Adoption Center
    - Bob will talk with Allen to see if there is a possibility

Commissioner Bell distributed the latest Lorena spreadsheet showing revenue and expenses.

• Ticket sales to date	\$24,493.75
• Other Income	<u>\$14,978.00</u>
▪ <b>TOTAL INCOME</b>	<b>\$39,221.75</b>
• Expenses	
○ Wages	\$34,557.50
○ Payroll taxes	\$ 2,902.36
○ Drug Testing	\$ 432.00
○ Maritime Registration	\$ 650.00
○ Civil War Reenactment	\$ 2,288.00
○ Food	\$ 2,395.00

## Minutes for Thursday, July 27, 2023

○ Inspection Fee	\$ 1,800.00
○ Insurance	\$14,184.00
○ Marketing	\$ 796.99
○ Ticket Fees	\$ 624.01
○ Zoning Application Fee	<u>\$ 75.00</u>
▪ <b>TOTAL EXPENSES</b>	<b>\$60,704.86</b>
• <b>PROFIT (LOSS)</b>	<b><u>\$(21,483.11)</u></b>

The Commissioners attended the CORSA Live Training held at the Welcome Center from 9:00 a.m. to 11:00 a.m.

The Commissioners returned to session at approximately 11:20 a.m.

At 11:30 a.m. Commissioner Crooks opened the RFQ's received for Courthouse Interior Design.

- Tri-Ad, LTD; Columbus
- Modern Glass, Mary Moore; Zanesville
- Schooley Caldwell; Columbus
- Perspectus; Cleveland
- Armstrong Ceiling and Wall; Newark/Zanesville

The next step in this process will be to develop a scope of work, start date and timeline for the project to request RFP's. Eric Reed, County Administrator, was asked to work on that.

Eric Reed reported that Candy Emmert and Gary King will be here at 1:00 this afternoon to discuss the HVAC and roofing at Avondale.

Commissioner Bell expressed her reservations with moving ahead with Pat Kelly as the Architect. She is not comfortable with him continuing this project. All agreed as the level of frustration continues to build.

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

Candy Emmert, Executive Director, Child and Adult Protective Services and Gary King, Director, Avondale Youth Center joined Eric Reed, County Administrator to discuss the Avondale HVAC project with the Commissioners.

- Eric reported that at the Pre-bid meeting yesterday, July 26, he was informed that the HVAC units would be placed on the roof, which will require the roof to be replaced
  - Originally, the equipment was to be on the ground, but the equipment is 9'tall and would have been placed in front of two windows. Putting it on the roof would also make it tamper-proof
  - Because of this change, time is of even more concern
  - Saup-Hartley will be contacted to give an estimate and timeline

Eric reported on the Cleanface project. There was continued discussion regarding the need for gravel leading up to the Cleanface facility. The following was then considered:

## Minutes for Thursday, July 27, 2023

---

**RESOLUTION 23-0775** agree to addendum number three for the Cleanface Renovation Project at the Muskingum County Fairgrounds building. Gravel for driveway at Cleanface; in the amount of \$1500.00.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll Call: Cameron, aye; Bell, aye; Crooks, not voting.

Eric continued his report on Cleanface.

- Electric Pole
  - Eric reported that electric poles have been delivered to the fairgrounds and one will be used to replace the current pole on the corner of the Cleanface building.
    - Eric reported to John Graham that the Commissioners would not be paying the fee to have it relocated.
    - John will work to find a funding source for the move.
- Waterline Connection
  - Discussed the history of the 6" waterline installed at Cleanface. Don Madden and Chad Hutchins helped verify specifics of the 6" Tee.
  - Eric met with Tracey Mohr to verify how the new supply line was connected to Cleanface. The 3" line supplying Cleanface is hooked to the 6" Tee.
  - Eric provided a current map of the waterlines at Cleanface. All exterior plumbing has been pressure tested to satisfaction.
  - The 2" line feeding the goat barn is connected at the 6" tee as well, this is the original line. This old line is a concern, may be wise for the fairboard to install a shut off valve on this line in the future. This issue does affect flow to Cleanface.
- Jail
  - Still working to compile information for the Owner's Representative Agreement
  - The current draft of the A/E agreement with DLZ is currently being reviewed by Bricker Graydon
  - Eric Ratts from DLZ will be visiting the Mosaic site tomorrow

Leah Vensil, Opioid Settlement Facilitator, came to update the Commissioners.

- Adrian Williams, Principal at Zanesville Middle School is open to allowing her to come in during a gym class, once a week, to talk with the students about confidence building and learning how to say "no"
- Leah has talked with MVHC and she will be employed by them as she works for the County in the Zanesville Middle School
  - MVHC will prepare an MOU for our Prosecutor's Office to review
  - MVHC will invoice the County for Leah's work
- She will teach during gym class, once a week, during the Spring semester
  - She feels that will give her an opportunity for additional training before she begins
- We will evaluate at the end of the school year if successful/measurable and decide upon branching out to other schools

Mary Jane Shackelford of Barnes Advertising came to talk with the Commissioners.

- Barnes Advertising has had perpetual and permanent easements for billboards in the Convention Facilities' parking lot for many years

## Minutes for Thursday, July 27, 2023

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- Her first contact with the Convention Facilities was March 2022 with discussion regarding the forfeiture of those easements for the development of the Gateway Project
  - Kyle Witucky reached out to her to discuss the plans for the Gateway Project
  - She is completely in favor of developing downtown, however, they will have to come up with some sort of “deal/exchange” because she can’t lose the billboards
  - No one has been able to come up with any other properties that would make sense to relocate the billboards
    - In an attempt to find a suitable property, Mary Jane has gone through several pages of County-owned properties looking for a property that might work for the exchange
  - She would propose that the County give Barnes Advertising the property and Barnes would provide the County with a perpetual and permanent easement to use the property
    - The lot behind the Olde Market House parking lot on Fifth Street is the property she is proposing
    - It would be one single 30” pipe for the billboard, which would cause the County to lose one (1) parking spot
  - If the Commissioners would agree, the City must approve the location
- The Commissioner agreed that they could not give the property to Barnes, but would consider a lease
- The Commissioners will discuss with their legal counsel and get back with Mary Jane

Stan Lucas, Sewer Department Manager, and Mark Zanghi, Assistant Prosecutor, came to talk with the Commissioners and the following was considered:

**RESOLUTION 23-0776** declare an Executive Session at 3:19 p.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Sewer Department. This session ended about 3:57 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Commissioner Cameron informed the Board that the Ohio Channel will NOT be filming on July 31 as originally scheduled.

Commissioner Cameron moved to approve the minutes of the July 20, 2023 session. Commissioner Bell seconded. Vote was Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Commissioner Bell moved to approve the minutes of the July 24, 2023 session. Commissioner Crooks seconded. Vote was Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

## Minutes for Thursday, July 27, 2023

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With no further business being before the Board, the meeting was adjourned at approximately 4:06 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.

  
Cindy S. Cameron

  
Melissa J. Bell

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Mollie S. Crooks

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