

Minutes for Monday, July 29, 2024

Commissioners Present: Cameron, Bell, Crooks

Staff Present: Susan Reese

The Commissioners toured the Avon Distribution facility at 9:00 a.m.

RES 24-0687 Meeting was called to order at 11:23 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.

Commissioner Cameron moved to approve the payroll, pending review.

Seconded by Commissioner Bell.

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

The following legislation was now considered:

RESOLUTIONS 24-0688 approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund 064 pending the receipt of 2024-2025 grant funding for the Muskingum County Juvenile Court as requested by Rachael Dille, Finance Manager, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-900-510001-County General Fund	064-000-414001-Grant Funding	\$45,892.32

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0689 approve the Supplemental Appropriation of Funds within Fund Number 033, for the Muskingum County Juvenile Court, as requested by Rachael Dille, Finance Officer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	033-244-501002	\$5,394.50
Medicare	033-244-502001	\$ 38.15
PERS	033-244-502003	\$ 623.23
Insurance	033-244-502004	\$ 656.60

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0690 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 Don Madden for the Muskingum County Water Dept

ESTABLISH NEW FUND

Purpose of New Fund Construct the Norwich Valley-Pidcock Road Waterline Extension

Fund Number 147

Fund Name Norwich Valley-Pidcock Road Waterline

Department Projects Dept

Type Capital Project Fund

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LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
WSRLA Loan	Loan Funds	147	000	410016
WSRLA Grant	Grant Funds	147	000	409062
Donations	Donations and Misc	147	000	412001
Intergovernmental	Federal Assistance	147	000	409018
Advance In		147	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Contract Service	147	373	504001
	Engineering Fees	147	373	504013
	Contingency	147	373	504999
	Land Acquisition	147	373	506030
	Advance Out	147	373	510001

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0691 approve and authorize the payment of One Thousand – Five Hundred Dollars (\$1,500.00) for Annual County Membership Dues for 4th and Market effective August 1, 2024 through July 31, 2025. This membership will allow County employees a 30% discount on all gym membership options.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0692 approve and authorize the ADVANCE of Funds from fund 014 to Fund 182 for the Muskingum County as requested by Peggy Taylor, Office Manger, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
014-373-510001-Advance Out	182-000-414001-Advance In	\$200,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0693 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Auditor’s Office, as requested by Stephanie Spencer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Settlement Deduction	001-902-504393	\$17,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0694 approve the Supplemental Appropriation of Funds within Fund Number 144, for the Muskingum County Sheriff’s Office, as requested by Matthew J. Lutz, Sheriff.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Levy-Settlement Deduction	144-458-504393	\$2,861.56

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

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RESOLUTIONS 24-0695 approve the Supplemental Appropriation of Funds within Fund Number 099 for FY 2024 Felony Delinquent Care & Custody Grant, for the Muskingum County Juvenile Court, as requested by Rachael Dille, Finance Officer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	099-444-501002	\$ 838.75
REENT PERS	099-444-502003	\$ 148.03
Employee Salaries	099-444-501002	\$1,178.31
DVRSN PERS	099-444-502003	\$ 145.01
DVRSN Insurance	099-444-502004	\$ 421.24
Employee Salaries	099-444-501002	\$1,821.00
RESTS PERS	099-444-502003	\$ 194.94
RESTS Medicare	099-444-502001	\$ 16.90

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0696 approve the payment of invoices incurred in 2023 with 2024 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>
MobileXUSA	Jail Medical-Portable X-ray Ultrasound	\$1,561.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

RESOLUTIONS 24-0697 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Release of Mortgage form for the mortgage of William Cannon & Victoria Cannon, in the original amount of \$26,468.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Kyle Dunn, Program Director.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Eric Reed, County Administrator, came to update the Commissioners.

- Presented a letter of recommendation for APG for signature
- Submitted Q2-2024 ARPA quarterly report
 - Obligation: \$10,973,056.84
 - Expenditure: \$10,609,764.05
- Eric asked the Commissioners about having Laura at Bricker Graydon review the Certificate of Insurance from Granger
 - All agreed to have Laura review
- DRGR Portal Reports – Avondale HVAC Federal Monies
 - Working on project narrative
- Capital Budget – Avondale HVAC State Monies
 - Portal is open – OBM
 - One time payment to us
- South Entrance Bathroom at Fairgrounds
 - Site survey completed by Sands Decker

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- APG working to determine size of building for space
 - Once determined, can work on cost estimates
- Jail
 - Working with Allison Binkley on asset life of equipment in jail
- Site Survey
 - DLZ needs additional information on a drain pipe
 - Sewer Department will do dye test to determine outlet of a particular pipe
 - MCEO is working with us to gather information
 - Waterflow testing is completed and DLZ has received the information
 - Eric presented a drawing to the Commissioners regarding curb cuts.... in-fill? Yes
 - Eric also presented a spreadsheet regarding the jail budget estimate

Commissioner Crooks reported that she has four Village Mayors confirmed for the meeting Thursday to confirm their appointments to the Muskingum County Convention and Facilities Authority Board.

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

Commissioner Cameron reported that Lemmon Lawncare will clean the weeds from the new jail property this week.

RESOLUTION 24-0698 open bids for Weber Sanitary Sewer Force Main, Muskingum County Projects Department.
Motion made by Commissioner Bell, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

Those in attendance:

Don Madden, Projects Manager
Eric Reed, County Administrator
Mark Zanghi, Assistant Prosecutor
Stan Lucas, Sewer Department Manager
Kyle Piatt, RDR Utility Services Group
Doug Smith, Boss Excavating and Grading
Robert K, Layton Services
AJ Huber, Stonegate Construction
Zackhery Forker, Assistant Projects Manager
Morgan Coast, Vaughn Coast and Vaughn Engineering

RESOLUTION 24-0699 take bids under advisement for Weber Sanitary Sewer Force Main, Muskingum County Projects Department.
Motion made by Commissioner Cameron, seconded by Commissioner Bell.
Roll Call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

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Pam Davis, Human Resources; Don Madden, Projects/Water Department Manager and Stan Lucas, Sewer Department Manager met with the Commissioners. Pam and Don reported to the Board that the Water Department Union and been dissolved upon vote of the members. The following was now considered:

RESOLUTION 24-0700 declare an Executive Session at 1:59 p.m. for the purpose of discussing Personnel/Wage Matters pertaining to the Muskingum County Water and Sewer Departments. This session ended about 2:33 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 24-0701 authorize and approve wage increase for the Muskingum Water and Sewer Departments as indicated on the attached.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 24-0702 approve the employment of Lauren Cox as Activities Intern for the Muskingum County Center for Seniors, contingent upon passage of the pre-employment assessments. Starting wage will be \$12.50 per hour.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Volunteers for United Sovereign Americans came to meet with the Commissioners:

Ed Mullholland
John Campbell
Hannah Mohr
Cheryl Phoebus
Christy Campbell
Cindy Thompson
Eric Phoebus

Eric Reed, County Administrator, was also present for the meeting.

They presented a proclamation to the Commissioners to consider that asks for election integrity.


Eric Reed, County Administrator, had a couple of more items to discuss with the Board.

- 1525 Pershing water and sewer taps: = DLZ close to finalizing usage estimates
- Granger
 - Development Design estimate should be complete in about four weeks
 - Granger has budgeted an allowance for foundation fill suitability
- Building Plans Review for Jail
 - Eric discussed with Jason Baughman, Chief Building Official, Muskingum County Building Department. Jail plans will be reviewed/approved through his office


Andy Roberts, Landbank Director, came to discuss Geotech logs.

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With no further business being before the Board, the meeting was adjourned at approximately 4:40 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.


Cindy S. Cameron


Melissa J. Bell


Mollie S. Crooks