

Minutes for August 03, 2023

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

RES 23-0783 Meeting was called to order at 9:43 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.

The following legislation was now considered:

RESOLUTION 23-0784 approve the Supplemental Appropriation of Funds within fund number 047, for the Muskingum County Commissioners, as requested by Eric Reed, County Administrator.

Supplemental Appropriations:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
047-102-503022	Pass Thru Grants (Mid-East's Muskingum County Fire School)	\$1,000.00

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

RESOLUTION 23-0785 approve the Supplemental Appropriation of Funds within Fund Number 183, for the Muskingum County Community Development, as requested by Kyle Dunn, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	183-375-504001	\$50,000.00

This is the amount of Revenue and Expenditures I expect to spend in the Lead Abatement Program this year.

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

RESOLUTION 23-0786 authorize that Crystal Linscott, Muskingum County Housekeeping, be granted prior service credit 4.4222 years to reflect her prior service to: Mid-East Career & Technology Services – 07.14.2015 – 01.04.2019 & 08.09.2022-07.21.2023 = 4.4222 years

In addition, she is eligible to have her Accrued Sick Leave balance of 184 hours transferred to Muskingum County.

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

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RESOLUTION 23-0787 approve the line item transfer of monies within Fund Number 011 as requested by Tom Smith, Fiscal Supervisor, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
011-692-504409-WIOA-Dislocated Worker	011-692-504181-WIOA Youth	\$55,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0788 approve the lighting of the Courthouse in BLUE for Muskingum County Blue Ribbon Fair August 13th-19th, 2023.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 23-0789 approve and authorize the ADVANCE of Funds from County General Fund 001 to Fund 031 for the Muskingum County Sheriff's Office as requested by Matthew Lutz, Sheriff, as follows:

Purchases in this fund are reimbursed by the Recovery Ohio Grant.

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-990-510001-General Fund	031-000-414001-Drug Interdiction	\$15,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0790 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Release of Mortgage form for the mortgage of Edward & Rebecca Gallis, in the original amount of \$34,095.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Kyle Dunn, Program Director.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

The Commissioners received and reviewed the July 2023 Financial Statements from the County Auditor.

Commissioner Cameron reported that Scott Brown from the City talked with Judge Kalis yesterday regarding the paving behind the Hixson Building. When asked how much it would be, Scott Brown said probably a couple of hundred dollars.

Commissioner Bell suggested getting a formal quote from the City would be wise.

Kyle Dunn, Community Development Director, came to see the Commissioners to discuss the Ohio Community Development Ohio Lead-Safe program.

- We could receive up to \$724,000 for lead removal
- Individuals and Daycares can apply

Pam Davis, Human Resources, came to discuss staffing at the Sewer Department and the following was considered:

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RESOLUTION 23-0792 approve the posting of two positions of full-time Field Operator for the Muskingum County Sewer Department . This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Pam also updated the Commissioners on CORSA's Loss Control critical findings upon the inspection of the Hixson Building.

Pam will organize a meeting with herself, Judge Kalis, Jason Baughman, Chad from the ZFD and Scott Lee for Friday to discuss these findings.

Pam reported that CORSA is requiring Cybersecurity training for 80% of all County employees. Completion due by January 2024.

Defensive Driving classes are also due for updated training.

Inspections will also be taking place for the County's top ten insured-value buildings.

The Commissioners worked on Eric Reed's new job description. Pam will draft into "job description" format to present to the Commissioners.

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

- LATCF
 - Second tranche of funding has not yet been posted
- Courthouse Interior Design
 - Eric will draft a letter for RFP
 - Scope of work needs determined
- Avondale
 - Saup-Hartley has looked at the roof, taken a core sample and provided two estimates
 - Pat Kelly has issued an addendum stating that the roof project will be a separate contract
 - Eric has asked Pat Kelly to facilitate the roof project
 - If not Pat, who?
- Jail
 - Architect/Engineer contract has been revised and sent to DLZ for signatures
 - Owner Representative contract for APG is still pending; insurance documentation to be provided by APG
- CBD Consultants
 - Eric suggested having them come to Muskingum County and introduce them to some of the key people they would likely be working with, in their environment, touring important sites in the County
 - All agreed
- Cleanface
 - Received closeout invoice from APG with no balance due
 - Eric addressed some potential water issues on Wednesday, the Fairboard is concerned about not being able to drain the goat barn in the winter
 - Solution will be to install valve on 2" line supplying the goat barn

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- Eric insisted that nothing be done before the fair. This issue can be addressed after the fair.
- Showers will be curtain covered
 - In original design that was approved
 - A sample was provided to John Graham in the Spring
- Fairboard has reported that new “Cleanface” sign is in process
- John Graham has found another funding source for the moving of the electric pole, to be moved early next week
- Driveway to Cleanface will be completed next week

Don Madden, Projects Manager, came to talk with the Commissioners and the following was considered:

RESOLUTION 23-0791 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Ohio Water Development Authority Fund Payment Requests for the Norfield and Arch Hill Waterline Extension. Pay Request Number 1 is for \$532,352.39 and Pay Request Number 2 is for \$531,780.94. These Pay Requests are for reimbursements from OWDA to Muskingum County for payments already made to the contractor.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0973 declare an Executive Session at 11:17 a.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Projects Department. This session ended about 11:30 a.m.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

Don gave some updates on current projects:

- Norfield Have received some copper setters; moving ahead
- Virginia Ridge Zemba started this week with directional bore
- HB168 Ohio Builds Applications, late summer or early fall
 - Maysville prime candidate
 - Asking for help in contacting State legislators
- PFOA samples from Luallen property show “non-detect”
- Has heard nothing from City regarding water purchase since July 6 meeting

Commissioners Cameron and Bell attended the Community Corrections Board meeting in the Jury Room during lunch.

Commissioner Crooks left to attend Ohio Mobility in Cambridge.

The Sheriff came in to ask to purchase a 20K auto-start generator for the Adoption Center. All approved.

There was discussion with the Sheriff regarding the ongoing problem of deputies parking on the street. ZPD will start issuing parking citations.

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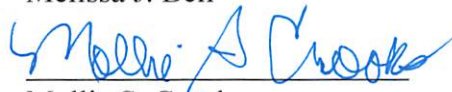
There was continued discussion regarding Eric Reed's new job description. The Commissioners drafted an email to send to Department Heads and Elected Officials informing them of Eric's new title.

Commissioner Cameron moved to approve the minutes of the July 27, 2023 session. Commissioner Bell seconded. Vote was Cameron, aye; Bell, aye; Crooks, absent.

With no further business being before the Board, the meeting was adjourned at approximately 2:45 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.


Cindy S. Cameron


Melissa J. Bell


Mollie S. Crooks

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