

# Minutes for August 10, 2023

Commissioners Present: Cameron, Bell, Crooks

Staff Present: Susan Reese

**RES 23-0802** Meeting was called to order at 7:59 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.

**RESOLUTION 23-0803** declare an Executive Session at 7:59 a.m. for the purpose of discussing acquisition of Real Estate for the Muskingum County Commissioners. This session ended about 8:53 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

**RESOLUTION 23-0804** open bids for the Avondale HVAC Project.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Those in attendance:

Eric Reed, County Administrator

Pat Kelly, Architect

Candy Emmert, Director MCACPS

Gary King, Director, Avondale Youth Center

Trey Crowley, Advanced Heating

Myron Goins, Jr., G and M Construction

**RESOLUTION 23-0805** reject all bids for the Avondale HVAC due to being more than 10% over the estimate.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Project Estimate:

\$725,000

Bids:

Advance Heating \$824,908

G and M Construction \$975,000

How do we move forward with this project?...re-advertise or issue addendum.

- Eric will contact Mark Zanghi to ask how to proceed

Andy Roberts, GIS Director, joined the conversation to discuss the Board of Zoning presentation to the City regarding the old Mosaic Tile property proposed to be used for a County jail.

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Andy suggested that the Commissioners obtain "Letters of Support" to be presented to the Board of Zoning at the presentation.

Eric Reed, County Administrator, updated the Commissioners on the following:

- Avondale
  - No documentation for bidding the roof
    - Commissioner Bell asked the Board to identify the common denominator in these issues
- Cleanface
  - Electric pole has been moved and electric is working
  - New partitions were received damaged with no hardware to install
    - These were ordered at the beginning of the project
  - Eric asked if the project completion date could be extended by four days
    - Should G & M receive additional compensation, because suppliers sent damaged materials and no hardware. Commissioners Cameron and Bell agreed that G & M should be paid.
      - Myron has not requested additional compensation, as he intends to have the restroom ready for the opening of the 2023 fair.
  - The following was now considered:

**RESOLUTION 23-0806** approve a four (4) calendar day extension of the Cleanface Restroom Renovation Project at the Muskingum County Fairgrounds. The time of commencement and substantial completion date will be August 14, 2023.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

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

Motion carried.

- Bricker Graydon Invoice
  - The Commissioners questioned why the invoice sent directly to Mark Zanghi, Assistant Prosecutor
  - It was decided to make the payment via the postal service, not wire
    - Include a message with the check to change the mailing address to the Commissioners at 401 Main Street
- DLZ Architectural
  - COI sent to Bricker
  - Eric talked with Mark Zangi, Assistant Prosecutor
    - Commissioners will sign
    - Mark Zanghi will sign
    - Auditor's office will sign last
- Jail
  - There was continued discussion on which fund would source the monies for the Architect/Engineering and Owner Representative Fees for the jail
  - Eric presented the following for consideration:

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**RESOLUTION 23-0807** approve the transfer of monies from the Budget Stabilization Fund (012) to the Muskingum County Jail Construction Fund (048) to cover the Architect/Engineer and Owner's Representative Services.

**FUND TRANSFER OF MONIES**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
012-102-510002	048-000-414002	\$5,000,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0808** approve the Supplemental Appropriation of Funds within fund number 048 & 012, for the Muskingum County Commissioners, as requested by Eric Reed, County Administrator.

**Supplemental Appropriations:**

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
048-102-504044	Architect Services	\$5,000,000.00
012-105-210002	Transfer-Out	\$5,000,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

- Owners Representative Agreement draft from Bricker Graydon is being reviewed
- Eric will contact Allison Binkley and Kathleen Clark updating them on the status of the project, once all A/E and Owner's Rep agreements are in place
- LATCF
  - Eric distributed a spreadsheet to the Commissioners showing the latest updates
- Courthouse Interior Design
  - Commissioner Crooks reported that the lighting and repair portion of this project can be completed by our Maintenance Department

Jason Baughman, Chief Building Inspector, came to meet with the Commissioners to further discuss his request for increasing fee schedule and salary adjustments for 2024.

The Commissioners asked Jason not to increase fees, then the following was considered:

**RESOLUTION 23-0809** approve and authorize Wage increases for employees of the Muskingum County Building Department as follows:

Michael Tacker	Additional \$2.00 per hour
Iain Abernethy	Additional \$2.00 per hour
Christopher Gookin	Additional \$2.00 per hour
Susan Burris	Additional \$1.00 per hour

These increases are to be effective August 13, 2023.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

The following legislation was now considered:

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**RESOLUTION 23-0810** establish the monthly water rate charge of a minimum of \$30.00 (W7 Rate Code) per month for a residential customers within the Wilds project area. Muskingum County Water Department.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0811** approve and authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Notice of Commencement for the Virginia Ridge and Irish Ridge Water Main Extensions Contract 1, 2, and 3.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0812** approve and authorize the ADVANCE of Funds from Fund 014 to Fund 145 for the Muskingum County Water Department as requested by Peggy Taylor, Office Manager, as follows:

**ADVANCE OF MONIES**

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>
014-373-510001-Advance Out	145-000-414001-Advance Out	\$600,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0813** approve and authorize the ADVANCE of Funds from Fund 055 to Fund 170 for the Muskingum County Sewer Department as requested by Peggy Taylor, Office Manager, as follows:

**ADVANCE OF MONIES**

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>
055-372-510001-Advance Out	170-000-414001-Advance In	\$12,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0814** accept and sign Parking Lot Lease Agreement between Board of Trustees for Soldiers & Sailors Monumental Association Of Muskingum County Ohio and The Board of County Commissioners for 44 Parking Spaces. Lease shall be a term of 5 years starting September 01, 2023 to August 31, 2028.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0815** approve the Supplemental Appropriation of Funds within Fund Number 194, for the Muskingum County Community Development, as requested by Kyle Dunn, Director. This is the amount of Revenue and Expenditures expected to be spent in TBRA this year.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<b><u>Description</u></b>	<b><u>Account Code</u></b>	<b><u>Amount</u></b>
Rental Assistance	194-375-504384	\$10,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

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**RESOLUTION 23-0816** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Officer, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-501002-PA Salaries	007-692-504027-Public Assistance	\$365,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-0817** accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for Salt Creek Drive bridge SFN 6032133, CR 44 in Muskingum County as determined by Muskingum County Engineer Mark Eicher.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0818** approve and authorize the establishment of the following credit cards with Community Bank for the Muskingum County Court with a monthly spending limit not to exceed \$8,500.00 as follows:

<u>Name of Vendor</u>	<u>Number of Cards</u>	<u>Authorized Signors</u>
Community Bank	5	Jay Vinsel Scott Rankin Crystal Brokaw Matthew Gibson Jackie Compton

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0819** approve the purchase of a E-Z Go Express S4 Golf Cart for the Muskingum County Sheriff's Office.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

The above golf cart was paid for with Drug Forfeiture funds.

**RESOLUTION 23-0820** approve the payment of invoices incurred in 2021 with 2022 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Rachael Dille, Finance Manger.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Thomas Reuters	0847026941	\$786.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-0821** approve and authorize the repayment of an ADVANCE of monies to Fund 001 from Fund 099 as requested by Rachael Dille, Finance Manager of Juvenile, as follows:

**REPAYMENT OF ADVANCE OF FUNDS**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
099-000-414001	001-990-510001	\$30,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

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**RESOLUTION 23-0822** a request for payment to the County's flexible spending account for the period of July 01, 2023 through September 30, 2023, in the amount of \$150,000.00 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, and

WHEREAS, the transfer of funds in said amount, \$150,000.00 is now requested as follows:

**FUND TO FUND TRANSFER**

<u>From Transfer Out</u>	<u>To Transfer In</u>	<u>Amount</u>
001-999-510013	069-000-414002	\$150,000.00

NOW THEREFORE BE IT, RESOLVED, that this Board of County Commissioners does hereby approve the transfer of funds into Fund 069 in the amount of \$150,000.00 for Muskingum County Department of Job and Family Services as listed above.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0823** a request for payment of the County's mandated share of the Income Maintenance programs for the fiscal year of 2023 was requested to be paid for the period of July 2023 through September 2024, in the amount of \$ 60,041.50 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, as follows:

**FUND TO FUND TRANSFER**

<u>From Transfer Out</u>	<u>To Transfer In</u>	<u>Amount</u>
001-999-510004	007-000-414002	\$60,041.50

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0824** authorize and approve the Addendum #2 to the Avondale Youth Center Window Replacement Project in the amount of \$23,808.00, for installing tempered glass windows in both living areas of the facility.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0825** approve the Supplemental Appropriation of Funds within Fund Number 020, for the Muskingum County Rambo Memorial Health Center, as requested by Shannon Bell, Executive Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Grant/Prog Equip/Supply	020-585-503023	\$6,500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Scott Lee, Facilities Superintendent, brought the Commissioners a quote from James Electric and Security for the necessary upgrade of the Area of Rescue in the Hixson Building.

Scott also reported that flag poles and American flags will be installed on the Philo Bridge within the week. Baker Crane will be donating crane-time for the installation of the flag poles.

Commissioner Cameron reported that she had a conversation with a member of the Convention Facilities Board who asked if possible to increase the lodging tax for Muskingum County.

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There was discussion regarding Lucretia Frame's request for preserving the oldest of Commissioner Journals and indexes. The Commissioners are concerned with the high cost of the preservation.

Commissioner Bell gave an update on the last Center for Seniors meeting. Commissioner Crooks reported that Brian Wagner told her that Anthony Adornetto would be coming in to talk with the Commissioners regarding Kate's salary.

Don Madden, Projects Director and Zach Forker, Assistant Projects Director, came in to touch base with the Board regarding funding for Licking View Sewer project.

Don would ask that the Commissioners forward any information they may have about grant funding that may benefit the Licking View homeowners.

Don reported that they currently do not have all of the easements needed, but continue to work on that.


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

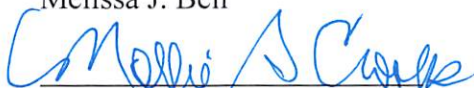
Frank Dosch and Jared Dosch from the Forker Company, along with Pam Davis, HR and Mackenzie Hill, Benefits Specialist, joined a virtual meeting with TruDataRx for a mid-year review.

Frank and Jared stayed after the meeting to discuss the High Deductible Insurance Coverage plan for 2024.

With no further business being before the Board, the meeting was adjourned at approximately 3:19 p.m. on the motion of Commissioner Bell and the second of Commissioner Crooks.

  
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.*