

Minutes for August 13, 2020

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

RES 20-0708 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Crooks and the second of Commissioner Porter.
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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

Commissioner Cameron reported that Mark Zanghi, Assistant Prosecutor, wants to talk with the Commissioners about the Bryan Drive property and its value.

Commissioner Cameron said Amy Young called about numerous water breaks in their front yard on Northbrook Drive.

Commissioner Porter asked why Lodge Road had been chip and sealed when they are going to tear it up for water line.

Commissioner Cameron reported that she had a missed call from Mike Reed this morning. He did not go to the Township meeting. She will tell him to have his attorney call the Prosecutor's office.

Commissioner Porter said he would be leaving at Noon today.

Commissioner Cameron reported that Bren from John Husted's office called her yesterday to invite her to a phone conference with ten Commissioners from Ohio to address any questions they may have about COVID and CARES Act, with Lieutenant Governor Husted.

There was discussion regarding the Jaycees' request to hold their annual Food Truck Rally August 29.

Jeff Jadwin, EMA Director, stopped in and discussed the latest requests for events.

The following legislation was now considered:

RESOLUTION 20-0708 approve the Supplemental Appropriation of Funds within Fund Number 011, for the Muskingum County Job and Family Services, as requested by Tom Smith, Fiscal Supervisor.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
WIOA Other	011-692-504370	\$100,000.00

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

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RESOLUTION 20-0709 authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees in the amount of \$906.40 for The Village of Roseville.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0710 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Greater Ohio Workforce Board Sub-Grant agreement for Program Year 2020 and 2021 as requested by Julie Metzger, WIOA Administrator/OMJ Supervisor, Muskingum County Job and Family Services.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0711 approve the Supplemental Appropriation of Funds within Fund Number 018, for the Muskingum County Board of Developmental Disabilities, as requested by Stephanie Neuhart, Business Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment	018-694-506001	\$20,213.45

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0712 approve the Supplemental Appropriation of Funds within Fund Number 130, for the Muskingum County Auditor, as requested by Michael Babcock, Chief Administrator.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Refund/Reimbursements	130-461-507010	\$100,000.00

These supplemental appropriations are requested for the EMA Fund to repay COVID emergency contributions.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0713 approve and authorize the advertisement of Muskingum County Dog Warden Facility. Advertisement to run in the Zanesville Times Recorder Friday, August 21 and August 28, 2020 and also on the Muskingum County Website. Bids will be opened Thursday, September 10, 2020 in the County Commissioners' Office.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0714 approve the Supplemental Appropriation of Funds within Fund Number 043, for the Muskingum County Dog Warden Medical Expenses, as requested by Beth Iden, Deputy Clerk, Muskingum County Commissioners.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Dog Warden Medical Expenses	043-102-504148	\$5,000.00

Motion made by Commissioner Crooks, seconded by Porter.

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

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RESOLUTION 20-0715 hereby approve the payment of invoices incurred in 2019 with 2020 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Stephanie Neuhart, Business Manager.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
MEORC	Invoice 01303346	\$2,500.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0716 approve the Supplemental Appropriation of Funds within Fund Number 037, for the Muskingum County Local Emergency Planning Committee, as requested by Tiffany Beardsley, Administrative Assistant.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	037-461-511100	\$1,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0717 approve the establishment of new fund, number 064, which does *not* require approval of the State Auditor's Office, and line items as requested by for the Muskingum County Juvenile Court, as requested by Vicki Vallee, Finance Manager.

ESTABLISH NEW FUND

Purpose of New Fund To reflect the financial activity of the Felony Delinquent Care and Custody Grant. This State Grant is used to provide programming for adjudicated and non-adjudicated youth.

<u>Fund Number</u>	064
<u>Fund Name</u>	Delinquent Care and Custody Grant
<u>Department</u>	Juvenile Court
<u>Award Amount</u>	\$215,162.58
<u>Function</u>	Public Safety #444
<u>Grant Period</u>	July 1, 2020 – June 30, 2021
<u>Grant Administrator</u>	Lindsay Daniels
<u>Type</u>	Special Revenue Fund - State

LINE ITEMS TO BE CREATED

REVENUE:

Description	Fund	Dept.	Account Code
State Grant	064	444	409058
Transfer In	064	444	414002
Transfer Out	064	444	510002
Advance In	064	444	414001
Advance Out	064	444	510001

EXPENDITURES:

Description	Fund	Dept.	Account Code
Reclaim Diversion-Payroll	064	444	501002DVRSN
Reclaim Diversion-PERS	064	444	502003DVRSN
Reclaim Diversion-Insurance	064	444	502004DVRSN
Reclaim Diversion-Medicare	064	444	502001DVRSN

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Reclaim Diversion-WrksComp	064	444	502009DVRSN
Reclaim Diversion-LifeIns	064	444	502004DVRSN
Reclaim Diversion-Incentives	064	444	504344D
Motivational Interviewing Probation-Payroll	064	444	501002REENT
Motivational Interviewing Probation-PERS	064	444	502003REENT
Motivational Interviewing Probation-Ins	064	444	502004REENT
Motivational Interviewing Probation-Med	064	444	502001REENT
Motivational Interviewing Probation-W/Com	064	444	502009REENT
MI Probation-Life Ins	064	444	502004PROBN
MI Probation-Incentives	064	444	504344
MI Probation-Equipment	064	444	503032
Reentry Services – Assessment/Counseling	064	444	504308
Reentry Services-Contract Services	064	444	504302
Reentry Services-Mental Health	064	444	504355
Clinical Assessment	064	444	504312
Grant Admin Training	064	444	504303
New Life Skills Center	064	444	504303
Supplies	064	444	503001
Restitution – Youth Wages	064	444	504178

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0718 approve the Supplemental Appropriation of Funds within Fund Number 064, for the Muskingum County Juvenile Court, as requested by Vicki Valle, Finance Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>		<u>Amount</u>
Reclaim Diversion-Payroll	064	444	\$37,748.30
Reclaim Diversion-PERS	064	444	5,260.00
Reclaim Diversion-Insurance	064	444	20,320.28
Reclaim Diversion-Medicare	064	444	560.00
Reclaim Diversion-WrksComp	064	444	671.00
Reclaim Diversion-LifeIns	064	444	72.00
Reclaim Diversion-Incentives	064	444	1,000.00
Motivational Interviewing Probation-Payroll	064	444	38,599.75
Motivational Interviewing Probation-PERS	064	444	5,335.00
Motivational Interviewing Probation-Ins	064	444	960.04
Motivational Interviewing Probation-Med	064	444	557.00
Motivational Interviewing Probation-W/Com	064	444	679.00
MI Probation-Life Ins	064	444	72.00
MI Probation-Incentives	064	444	1,000.00
MI Probation-Equipment	064	444	7,260.00
Reentry Services – Assessment/Counseling	064	444	9,000.00
Reentry Services-Contract Services	064	444	600.00
Reentry Services-Mental Health	064	444	1,125.00
Clinical Assessment	064	444	21,900.00
Grant Admin Training	064	444	4,693.21
New Life Skills Center	064	444	27,250.00
Supplies	064	444	500.00
Restitution – Youth Wages	064	444	10,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

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RESOLUTION 20-0719 approve the employment of Teresa Huff as Full Time Receptionist for the Muskingum County Rambo/TB Clinic, contingent upon passage of the pre-employment assessments. Starting wage will be \$11.00 per hour with eligibility for a \$.50 an hour increase after successful completion of the 180 day probationary period.
Motion made by Commissioner Porter, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0720 authorize the Mid-East Ohio Building Department to refund building permit fees to Kessler Sign Company in the amount of \$283.25. The request was received from Jason Baughman, Chief Building Official.
A sign for Zanesville Family Practice located at 1215 Newark Road, Zanesville, is exempt from the building code because of the size.
Motion made by Commissioner Crooks, seconded by Commissioner Porter.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0721 approve the payment of invoices incurred in 2019 with 2020 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Alma Tennent, Clerk, Muskingum County Court.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Henschen & Associates, Inc	076-242-506001	\$9,768.75

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0722 accept the resignation, for the reason of retirement, Michelle A. Higdon from the Muskingum County Rambo/TB Clinic. Effective date of October 02, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0723 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Supervisor, Muskingum County Job and Family Services 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	007-692-504401 TANF OMJ	\$20,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Don Madden, Projects Director, came to talk with the Commissioners.

- Why was Lodge Road chip and sealed when water line is going in?
 - Don is not sure why that happened. He submitted a permit for the water line to the Engineer's office several months ago
 - Why should the Water Department or Contractor have to pay for repair?

Don was asked about Amy Young, who lives on Northbrooke Drive. Why has she had so many water breaks?

- Don explained that when the pipe was installed in the 1980's, this particular pipe manufacturer had made some bad pipe...SDR21.
 - All of the pipe is new now

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- The water Department takes care of repairing the Young's yard, except for one time Mr. Young asked to do it himself

Mark Zanghi, Assistant Prosecutor, came in and there was discussion regarding the Bryan Drive property.

- Three of the four neighbors whose property abuts the former water tower property, are not interested in purchasing
- The property can be sold outright if the asking price is less than \$2,500. If asking more it will need to be sold by auction or bids.

The following legislation was then considered:

RESOLUTION 20-0724 WHEREAS, Muskingum County is the owner of record of a landlocked 0.46 acre parcel of real property located on Bryan Drive, Washington Township, Muskingum County, Ohio, commonly known as the Water Tower Property, and further described as Auditor's Tax Parcel No. 70-90-03-18-000 ["the property"]; and

WHEREAS, the water storage tower operated by the Muskingum County Water Department, and which was previously located on the property, has been demolished and removed from the property, thereby eliminating the necessity for Muskingum County to retain ownership of the property;

THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Muskingum County, Ohio that the property known as Auditor's Tax Parcel No. 70-90-03-18-000 is hereby declared not needed for public use, and that the fair market value of the property is established at \$2,499.00, and that the property shall be offered to the adjacent property owners for private sale. Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

Don said there is a road access easement for the driveway that should be granted back to the purchaser. Mark will prepare the deed. He will also create a form for the neighbors to sign stating they are not interested in purchasing the property.

Mark also informed the Commissioners that the County will inherit 21 Dwight Taylor properties. Mark will provide more information later. Mr. Taylor is to be sentenced today. The proceeds from the sale is split 50-50 between the Sheriff and the Prosecutor; Law Enforcement Trust Fund.

Mark confirmed that it is okay for Mike Reed's attorney to contact him regarding the County and Township's role in the maintaining of his road.

Stan Lucas, Sewer Department Manager, came to see the Commissioners to discuss sewer billing in South Zanesville.

- Currently, South Zanesville tenants have the bills in their name, but it is the County's practice to have the bills in the landlord's name.
 - All agreed to maintain the County's policy of having the account in the property owner's name.
 - The Sewer Department will allow the property owners a year to adjust the account for the reason of lease renewals

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RESOLUTION 20-0725 declare an Executive Session at 11:14 a.m. for the purpose of a Pre-Disciplinary Conference involving a public employee of the Muskingum County Sewer Department. This session ended about 11:49 a.m.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

The Governor's office called to inform the Board that Muskingum County would be moving to Level Red.

Sheriff Lutz called to let the Board know that his office would be transferring money to cover insurance expenses that they underestimated for this year.

There was discussion with Sheriff Lutz regarding some of the upcoming events that have been requested.

RESOLUTION 20-0726 declare an Executive Session at 12:10 p.m. for the purpose of discussing Disciplinary Action pertaining to a public employee of the Muskingum County Sewer Department. This session ended about 12:27 p.m.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0727 issue a Disciplinary Action of one day Unpaid Administrative Leave for Bart Nelson, employee of the Muskingum County Sewer Department.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

It was discussed and determined to hold a Special Meeting tomorrow, Friday, August 14, 2020; 2:00 p.m. in the Commissioners' Session Room for the purpose of an Executive Session for the Discipline of a County Employee.

RESOLUTION 20-0728 declare an Executive Session at 12:33 p.m. for the purpose of discussing Disciplinary Action of an employee of the Muskingum County Sewer Department. This session ended about 12:50 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Commissioner Porter asked Pam about how the Lorena Insurance works year 'round, because Captain Page is considering replacing the upper deck.

- He said he can do the work much cheaper himself
- The Coast Guard made a surprise visit, but the Lorena passed inspection
- Commissioner Crooks said she would like some idea of the cost of replacing the upper deck before giving approval

Commissioner Crooks asked Pam about the Secretary of State's request for poll workers for in-person voting in November. Pam had already sent employees the County's policy regarding this for the Primary Election.

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Commissioner Cameron asked if she could call Sandy Babcock, Monroe Township Fiscal Officer, after lunch.

Mark Eicher, Engineer, let Commissioner Cameron know that he talked with Carlton Rambo last night.

Commissioner Crooks moved to approve the minutes of the August 10, 2020 session with corrections. Commissioner Porter seconded.

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

Pam Davis, Human Resources, brought in the Personnel Action for Bart Nelson to be signed by President Cameron.

The Commissioners adjourned for lunch at approximately 1:10 to resume session at 1:37 p.m. Commissioner Porter did not return for afternoon session.

Pam Davis, Human Resources, came to report that Mr. Nelson says he is unavailable Friday for the Pre-Disciplinary Conference at 2:00 p.m.

- A call was placed to Assistant Prosecutor, Mark Zanghi, to ask how to proceed
 - Mark informed that the Board does not have to accommodate Mr. Nelson's schedule
 - It was thought to be important that all three Commissioners be present for the Conference and Commissioner Porter will not be available next week. It was decided to keep the appointment for tomorrow at 2:00 p.m.
 - Mr. Nelson agreed to the time tomorrow and asked for a copy of everything in his personnel file

Commissioner Crooks returned a call to Brandon Hannahs from The Times Recorder. He had questions about the Dog Pound plans, location and bidding process.

The Commissioners made the following phone calls:

Sandy Babcock, Monroe Fiscal Officer	Left message
Ralph Clark, Monroe Township Trustee	Left message
Corky McCort, Monroe Township Trustee	No opportunity to leave message
Charles Babcock, Monroe Township Trustee	Left message
Mike Reed, Monroe Township Resident w/concerns	Left message

The Commissioners listened to some of Governor DeWine's press conference.

Sandy Babcock returned the Commissioners' call regarding Mike Reed.

- It was explained to her that the Trustees must call the County Engineer when they need help.
- Sandy said that Mr. Reed sent a letter, but did not attend the Township meeting.
- The situation was discussed at the meeting.

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- It is their feeling that they cannot just chip and seal one road and they don't have the money to do them all.
- It would cost them \$83,000 just for the materials...no labor or equipment.

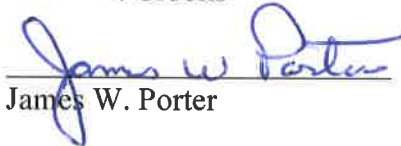
With no further business being before the Board, the meeting was adjourned at approximately 3:26 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



Cindy S. Cameron



Mollie S. Crooks



James W. Porter

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

