

Minutes for August 26, 2021

Commissioners Present: Crooks, Porter, Cameron

Staff Present: Susan Reese

RES 21-0811 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.

Vote was Crooks, aye; Porter, aye; Cameron, aye.

Motion carried.

Commissioner Cameron moved to approve the payment of bills, pending review.

Seconded by Commissioner Porter.

Vote was Crooks, aye; Porter, aye; Cameron, aye.

Motion carried.

The Clerk let the Commissioners know that their 10:30 a.m. appointment for today, called to cancel.

Commissioner Cameron reported that the Sheriff would like to stop down after Sheriff sales today.

Commissioner Crooks informed the Board of the CCAO Fall Regional Briefing in Cambridge this coming Monday.

- She would like to attend
- Commissioner Porter will not be attending
- Commissioner Cameron cannot stay all day
- It was decided that Commissioner Crooks and Cameron would attend the morning portion of the Briefing
- Commissioners session will begin at 1:30 p.m. Monday

The Commissioners addressed an email from Shannon at Rambo who has concerns about going out to the Courthouse to administer flu shots.

- All agreed it would be okay for her to give vaccines to County employees at Rambo by appointment

Commissioner Crooks reported that she called Corrie Marple, Records Manager, to let her know that the Board did not think it appropriate to bring baby squirrels in the office to feed and she would need to make other arrangements.

- Corrie replied by asking if she could break up her lunch-time
 - Soil and Water has agreed to keep the baby squirrels there and she could go there to feed them
- Commissioner Crooks told Corrie that she believes, based on the conversation that Commissioners had today, that they will not be in favor of that
 - Maybe she needs to decide if she wants to work for the County or raise squirrels
 - Corrie was told to contact the Clerk if she wants to plead her case
- Commissioner Cameron asked if she can take personal or vacation time
 - You can break up vacation time however it's needed

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Sheriff Lutz and Pam Davis, Human Resources, came to talk with the Board.

- He reported that things are not good at the Adoption Center
 - They've discovered there is mold on the walls
 - The drains are still not working properly
 - Not officially open to the public, but doing Meet and Greets
 - Kennel Masters are working hard to try to get everything done
 - Still having a few issues with volunteers
- Pam asked the Sheriff if he's considered an employee from the Adult Program at Starlight to help
 - He said he doesn't think it's good timing right now
- Commissioner Cameron said that people going in to Juvenile Court have commented about the smell
 - Sheriff hasn't noticed it
- Sheriff reported that there are still some dogs at the old building
 - Beginning September 1, all dogs will be there when Flecto starts working on change orders
 - Commissioner Cameron suggests checking in with Flecto to confirm their start date

The Sheriff is frustrated with the mask situation.

- He feels if you choose not to get the vaccination, you should wear an N95 mask to protect yourself and others
 - But those are hard to work in, especially with the heat
- They're at the point where they will probably go back to where they were before
 - Vaccinated do not have to wear a mask
 - Unvaccinated do have to wear a mask
 - Everyone, when around public, are to wear a mask
- Pam asked if he had considered an incentive for those getting the vaccine
 - The only incentive he would consider would be for First Responders and the work they've done, as a bonus
 - Jeff Jadwin had mentioned that

Pam asked if the Commissioners wanted to consider the reinstatement of COVID Sick Time for employees. To her knowledge, no other counties have reinstated.

She also reported that some counties have offered incentives to their employees who get vaccinated.

Pam confirmed that Rambo would not be coming to the Courthouse to give flu shots.

- All agreed
- Pam will let Shannon know

Commissioner Crooks shared with Pam her conversation with Corrie Marple regarding her lunch time for feeding the baby squirrels.

- Commissioner Cameron has asked about using vacation or personal time
 - She could, as long as her department is covered while she's gone

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Commissioner Crooks reported that she texted Mayor Mason about dates for the next Washington Township JEDD meeting; September 30 or October 7 are both good for the Mayor.

- The Clerk is to set up that meeting

Sheila Samson, Community Development Director, came to update the Commissioners on current projects.

- She has been able to get contractors that are willing to work
- Costs of construction are coming down
- Three contracts left to spend in the 2018 CHIP Grant
 - Extension because of COVID; October 31, 2021
 - Under contract and under construction
 - No forgiveness necessary
- 2020 CHIP
 - Owner Rehab – Entire house – up to \$60,000
 - Nine applications; ranked seven to score; choose three highest
 - Home Repair – two items – up to \$18,000
 - Four under contract
- 2022 HSTS
 - Application to OEPA
 - Possible \$150,000
 - Low to moderate income
- 2021 HSTS
 - Seven complete
 - Two under review by Health Department
 - Must be completed by November 30
- Prevailing Wage Projects
 - Okey Road Bridge
 - Thompson Run Road Bridge
 - JDC Security Cameras
 - Multiple paving projects
- Office of Community Development Infrastructure Funds
 - \$200,000,000 for water and sewer
 - Did not make State budget
 - Funds added to HARP Funds (HB168)
- Working with Don Madden on Licking View
 - Doing income surveys
 - Rental properties included (income of renter)
 - If no response, considered over income
 - To qualify must be above 51% low to moderate income
- Has been doing Fair Housing presentations
 - Marketing brochures
- Solid Waste Program
 - Health Department Dumpster Program for nuisance properties
- Grants with Sheriff
 - Currently four Homeland Security grants

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The following legislation was now considered:

RESOLUTION 21-0812 approve the Supplemental Appropriation of Funds within Fund Number 197, for the Muskingum County Commissioners, as requested by Judge Mark C. Fleegle.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Staff Training & Development	197-440-504117	\$450.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-0813 approve the Supplemental Appropriation of Funds & Line Item transfer within Fund Number 198, for the Muskingum County Commissioners, as requested by Judge Mark C. Fleegle.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Medicare	198-440-502001	\$58.21

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
198-440-501002 Employee Salaries	198-440-502001 Medicare	\$141.18
198-440-502003 PERS	198-440-502001 Medicare	\$ 19.81

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0814 approve the line item transfer of monies within Fund Number 132 as requested by Matthew J. Lutz, Sheriff, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
132-458-501002 FY18 Terrorism Grant- Salaries	132-458-504001 FY18 Terrorism Grant- Contract Serv.	\$1,600.00

RESOLUTION 21-0815 approve the hiring of a Lobby Monitor for the Rambo Memorial Health Center/Muskingum TB & Respiratory Clinic, through Action Temporary Services, for forty hours per week for up to an eight week period (September 20, 2021 through November 12, 2021).

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-0816 approve the hiring of a Receptionist's Assistant for the Rambo Memorial Health Center/Muskingum TB & Respiratory Clinic, through Action Temporary Services, for forty hours per week for up to an eight week period (September 20, 2021 through November 12, 2021).

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 21-0817 approve the posting one seasonal County nursing position for the Rambo Memorial Health Center/Muskingum TB & Respiratory Clinic. The position can be filled with either LPN or RN qualifications. Employment would be forty hours per week up to an eight week period (September 20, 2021 through November 12, 2021).

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

RESOLUTION 21-0818 approve and authorize the advertisement of a Request for Qualifications from Engineering Firms for possible upcoming public water projects for Muskingum County.

REQUEST FOR QUALIFICATIONS

The Muskingum County Commissioners will accept qualifications from engineering firms for possible upcoming public water projects within Muskingum County. Therefore, the following Request for Qualifications is being posted for public information for the following water projects:

1. The Virginia Ridge Water Main Extension, which will include approximately 28,000 feet of waterline to serve 50 residents and will require a water pump station to supply volume and pressure to the project area.
2. The Sunflower-Getz Lane Water Main Extension will include approximately 22,500 feet of waterline to serve 25 residents. This project will include fire suppression.
3. The Norfield-Arch Hill Road Water Main Extension will include over 30,000 feet of waterline and serve 40 residents.
4. The Center Road-Morningstar Road Water Main Extension will include approximately 20,000 feet of waterline and serve 17 residents.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

There was discussion regarding the resolution to amend the Field Operator Pay Scale for the Sewer Department

- Commissioner Cameron pointed out that the Sewer Department's previous increases were in April of 2016 and January of 2019
 - It is believed that the April 2016 increase was in addition to the annual increase

Sheila came back in from the TR interview.

- She will going to Cancun for vacation
 - She will COVID tested before she returns to the States
 - She considered taking her laptop with her
 - What are the Commissioners' thoughts
 - She will have access to her emails even without her laptop
- Commissioner Crooks asked Sheila about her audit that revealed a mileage in 2020 requested that was duplicated
 - It was suggested that the Commissioners sign off on her mileage requests
 - Sheila was offered a County vehicle when traveling to sites
 - Reimbursement would be due to her if traveling within the County
 - She will start keeping better track of County mileage

There was further discussion on the proposed resolution for the Sewer Department Pay Scale.

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- Commissioner Porter believes the 2016 increase was a result of Commissioner Lavy watching the men at the Sewer Department work in the stuff they work in everyday and proposed a wage increase
- Commissioner Cameron said there are probably other departments that would deserve a raise, as well, compared to what other people are paying
- Commissioner Porter's thought would be that other departments will be asking for increases, once they see this, the Sheriff's Department Union, for example
 - Commissioner Crooks said that's why each department needs to be looked at individually; The Sewer Department provided market data to support their request
 - Commissioner Cameron would suppose this will trigger things at the Water Department, as well

RESOLUTION 21-0819 accept amended Field Operator Pay Scale for the Muskingum County Sewer Department, as presented by Stan Lucas, Manager and Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

- Commissioner Porter's reasoning for not supporting their request
 - The big increase in 2016 was to keep employees, and the big increase in 2019 was to keep people, then you got rid of Bart Nelson and employees are still leaving
 - Commissioner Porter asked Stan about a rate increase for Sewer Rates and Stan said this wouldn't require that, but eventually the ARP money is going to run out
 - Most of us in this office are blessed to be able to pay our bills, but the sewer bill is a burden to some
 - Stan even said that in Licking View, they all want sewer but don't want to pay for it
- Commissioner Crooks thought would be to do incremental increases for Sewer rates, so that you don't have a horrendous increase all at once; it's been ten years since an increase in sewer rates
 - Stan's comment was towards the next few years, that we should be pretty good
- Commissioner Cameron thought Chad Bay left for more money
 - Who else has left
- Stan did let an employee go that was in his probationary period

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

Motion carried.

RESOLUTION 21-0820 approve the use of the Courthouse esplanade for the 16th Annual Public Rosary Rally to be held Sunday, October 17, 2021; 1:30 – 5:30 p.m., as requested by Patricia Schmutz, Rosary Rally Captain.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

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Commissioner Cameron would suggest that Pam do a similar chart for the Water Department.

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

Allen Bennett, Juvenile Detention, came to talk with the Commissioners.

- Allen reported that the new security cameras are in and working
- Robert Moore joined the conversation and would like to propose adding fiber to the internet system at Juvenile

Commissioner Porter received a call that the Lorena had been broken in to.

A call was placed to Pam Davis, HR, and she will follow through.

Robert would recommend fiber of 200 Mb x 200 Mb for Juvenile. Spectrum has presented state pricing for the County.

The following resolution was then considered:

RESOLUTION 21-0822 approve the upgrade of the Juvenile Court and Detention to 200Mb x 200Mb fiber internet for a 60 month term at \$740 per month. There will be \$250 one-time install charge.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

Allen explained a situation to the Commissioners in which a resident of Detention had started a fight with the Detention Officers which resulted in three of the Officers being seriously injured. This young man is due to be returned to Muskingum County for the charges for this incident.

- Allen has concerns about this youth returning to facility given the past history
- He would like to suggest housing this youth at Fairfield County Multi-County facility
 - They are willing to take him in
 - Cost would be \$110 per day
 - It is unknown how long he would be there
 - If it's determined he will be charged as an adult, he will be moved to the Muskingum County Jail
- The Commissioners agreed the best decision would be to house him in Fairfield County's facility

Commissioner Cameron asked Allen about the Adoption Center being next to their facility.

- He has noticed the noise the worst
 - Other than that, not a lot of problems
 - Has never noticed the smell in the building
 - He has noticed that Amanda is good with the dogs
- He was informed that Flecto is scheduled to begin change order work, September 1
- Allen said that a volunteer asked to temporarily walk dogs in the grassy area that Juvenile does not use
 - Allen gave them permission

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- He said they clean up after themselves and lock up

The Clerk explained that Don Madden called this morning and asked that the following be presented to the Board today:

RESOLUTION 21-0821 authorize the Board of Muskingum County Commissioners to sign the 2021 HB168 funding letter of support for the Licking View Sanitary Sewer Improvements

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Commissioner Cameron moved to accept the minutes of the August 23, 2021 session, with changes. Commissioner Crooks seconded.

Vote was Crooks, aye; Porter, present; Cameron, aye until time she left.

The Clerk is to watch the video to clarify a couple of remarks.

Commissioner Crooks asked Commissioner Porter why he voted “present” on the minutes.

- He’d have to reread them, but there is a lot that isn’t in the minutes
- Commissioner Crooks said, not our goal to have a transcript
- Commissioner Cameron said if there is something that someone wants added...

Monday’s session will begin at 1:30 p.m. due to Commissioners Crooks and Cameron attending the CCAO Regional meeting in Cambridge Monday morning.

Commissioner Cameron said that Ron Welch, Prosecutor, followed up about his home security that he had talked to the Commissioners about earlier.

- \$1,100 to install and \$10 per month

Commissioner Cameron raised the question of who would do Sheila Samson’s job if she was off for an extended period of time.

- Should someone at least have her passwords and contacts

Commissioner Crooks reminded about the Governor’s call tomorrow at Noon.


- Commissioner Porter said he will not be coming in to the office for it

Commissioner Porter mentioned Unified Command asking to make a decision about housing the homeless with COVID, through an email from Corey Hamilton.

- Discuss Wednesday at Unified Command

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

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Mollie S. Crooks


James W. Porter


Cindy S. Cameron

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