

Minutes for August 27, 2020

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

RES 20-0760 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 Dan Long, IT Director, will be quarantined until September 04 and Mark Zanghi, Assistant Prosecutor until September 02.

Commissioner Cameron said that Sheriff Lutz would like to come in to see the Board after the Sheriff sales.
The following legislation was now considered:

RESOLUTION 20-0761 approve the lighting of the Courthouse in GOLD for Childhood Cancer Awareness Month of September. Since the Courthouse is already green the week of September 13-18, this proposal is for the remaining days.
Motion made by Commissioner Porter, seconded by Commissioner Crooks.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0762 rescind Resolution 20-0744 dated August 20, 2020 for the Muskingum County Community Development, because of an error.
Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0763 approve the line item transfer of monies within Fund Number 192 as requested by Sheila Samson, Director, Muskingum County Community Development, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
192-375-504375 Owner Rehab	192-375-504341 Home Repair	\$3,844

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

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RESOLUTION 20-0764 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Board of Elections, as requested by Timothy Thompson, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Advertising and Printing	001-112-504120	\$ 7,870.46
Supplies and Other	001-112-503001	\$19,525.05
Election Workers	001-112-504160	\$ 1,270.50
Employee Salaries	001-112-501002	\$ 5,602.47
Contract Repairs	001-112-504007	\$ 1,924.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0765 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk, for the Muskingum County Information Services as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-111-503031 IS Software	001-111-506001 IS Equipment	\$10,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0766 hereby approve the Supplemental Appropriation of Funds within Fund Number 055, for the Muskingum County Sewer Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Sewer Replacement	055-372-506001	\$102,233.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

In reference to the next proposed legislation, Commissioner Cameron explained to Commissioner Porter, since he wasn't here last week, that Dan Long, IT Director, had been asked to purchase laptops for the Commissioners. The new laptops will have touchscreen and will be better used for testing, Google Meetings and downloading docs. If Commissioner Porter doesn't want a laptop, Dan said he could use it somewhere else.

RESOLUTION 20-0767 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk, Muskingum County Commissioners, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-105-504120 Advertising/Printing	001-102-503017 COVID-19	\$6,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 20-0768 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the 2021 HSTS Nomination Forms for Muskingum County Community Development as requested by Sheila Samson, Director.
 Motion made by Commissioner Porter, seconded by Commissioner Crooks.
 Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0769 approve the establishment of new fund, number 063, which does *not* require approval of the State Auditor’s Office, and line items as requested by Alma Tennent, Clerk for the Muskingum County Court.

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	To assist funding with specialized docket mental health court
<u>Fund Number</u>	063
<u>Fund Name</u>	SP (Mental Health Court) DOC Pay Sub Gr 20-21
<u>Department</u>	242-County Court
<u>Award Amount</u>	\$30,000.00
<u>Function</u>	Judicial
<u>Grant Period</u>	July 1, 2020 to June 30, 2021
<u>Grant Administrator</u>	Alma J. Tennent
<u>Matching</u>	No
<u>Type</u>	State

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	SP (MH) Doc Pay Sub GR 20-21	063	000	409053

Expenditures:	Description	Fund	Dept.	Account Code
	Salaries	063	242	501002
	PERS	063	242	502003
	W/C	063	242	502009
	Medicare	063	242	502001
	Program Expenses	063	242	504024

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

RESOLUTION 20-0770 approve the Supplemental Appropriation of Funds within Fund Number 063, for the Muskingum County Court, as requested by Alma Tennent, Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	063-242-501002	\$15,729.66
PERS	063-242-502003	\$ 2,202.15
Worker’s Comp	063-242-502009	\$ 380.19
Medicare	063-242-502001	\$ 228.08
Program Expenses	063-242-504024	\$11,459.92

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

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RESOLUTION 20-0771 approve the establishment of new fund, number 092, which does *not* require approval of the State Auditor's Office, and line items as requested by Alma Tennent, Clerk for the Muskingum County Court.

ESTABLISH NEW FUND

Purpose of New Fund To assist funding with specialized docket drug court
Fund Number 092
Fund Name SP (Drug Court) Doc Pay Sub Gr 20-21
Department 242 County Court
Award Amount \$30,000.00
Function Judicial
Grant Period July 1, 2020 to June 30, 2021
Grant Administrator Tammy E. Blake
Matching No
Type State

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	SP (Drug) Doc Pay Sub Gr 20-21	092	000	409206
Expenditures:	Description	Fund	Dept.	Account Code
	Salaries	092	242	501002
	PERS	092	242	502003
	Worker's Comp	092	242	502009
	Medicare	092	242	502001
	Program Expenses	092	242	504024

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

RESOLUTION 20-0772 approve the Supplemental Appropriation of Funds within Fund Number 092, for the Muskingum County Court, as requested by Tammy Blake, Director, Miracle Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

Description	Account Code	Amount
Salaries	092-242-501002	\$13,104.00
PERS	092-242-502003	\$ 1,834.56
Worker's Comp	092-242-502009	\$ 316.72
Medicare	092-242-502001	\$ 190.01
Program Expenses	092-242-504024	\$14,554.71

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

RESOLUTION 20-0773 approve the establishment of new fund, number 095, which does *not* require approval of the State Auditor's Office, and line items as requested by Alma Tennent, Clerk for the Muskingum County Court.

ESTABLISH NEW FUND

Purpose of New Fund To assist funding with specialized docket mental health court
Fund Number 095
Fund Name Mental Health Program Grant 20-21
Department 242-County Court
Award Amount \$5,172.00
Function Judicial

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Grant Period July 1, 2020 to June 30, 2021
Grant Administrator Alma J. Tennent
Matching No
Type State

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Mental Health Prgm Grant 20-21	095	000	409058
Expenditures:	Description	Fund	Dept.	Account Code
	Program Expenses	095	242	504024

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

RESOLUTION 20-0774 approve the Supplemental Appropriation of Funds within Fund Number 095, for the Muskingum County Court, as requested by Alma J. Tennent, Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Program Expenses	095-242-504024	\$5,172.00

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

RESOLUTION 20-0775 authorize to sign Letter of Support for the Muskingum Soil and Water Conservation District to become a local sponsor for the Ohio Department of Agriculture's Local Agricultural Easement Purchase Program – Farmland Preservation.
 Motion made by Commissioner Crooks, seconded by Commissioner Porter.
 Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

RESOLUTION 20-0776 approve the line item transfer of monies within Fund Number 014 as requested by Peggy Taylor, Office Manager, Muskingum County Water Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
014-373-504406 Tanks	014-373-504001 Contract Services	\$38,050.00

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

RESOLUTION 20-0777 approve the Supplemental Appropriation of Funds within Fund Number 114, for the Muskingum County Juvenile Court, as requested by Vicki Vallee, Finance Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Foster Care/IV-E	114-244-504182	\$50,000.00

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

Commissioner Cameron updated Commissioner Porter on several items from the sessions he missed.

- Commissioner Porter was okay with the OPWC appointment

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- Commissioner Cameron asked Commissioner Porter if he had received her emails regarding Prosecutor's office quarantine and Newton Township's Jim Smith...yes

There was brief discussion regarding a flyer for a Black Lives Matter gathering Sunday night organized by Kyle Johnson.

Sheriff Lutz came in to discuss the CARES Act money and Sheriff cars.

- It is his understanding that CARES money can be used for an insert that is a hard plastic back seat so it is easy to sanitize. PPE is placed in the trunk.
- Sheriff Lutz thought that putting CARES money into upgrading the jail elevator would be more beneficial than the cruiser upgrades
 - Even if a new jail were to be built, Sheriff would still like to continue to use the lower level of the current jail facility for bookings and as a holding center
- He said that Wendy Sowers, Clerk of Courts, is willing to continue providing the funds for Sheriff's cruisers, as Todd Bickle did
- John Deal is keeping track of COVID time on a separate spreadsheet

The Sheriff also discussed new jail site possibilities

- Mike Paul approached the Sheriff about approximately 34 acres at the Airport Park
 - Sheriff thought the only negative was the distance
 - Possibly build a smaller jail and use the current as a holding center
- The old Mosaic Tile location at Pershing and Dryden Roads
 - Location is less than two miles and less than five minutes

The Sheriff also gave some employee updates.

Pam Davis, Human Resources, came to see the Commissioners and the following was considered:

RESOLUTION 20-0778 declare an Executive Session at 10:51 a.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Water Department and Pending Litigation pertaining to the Sewer Department and Muskingum County Commissioners. This session ended about 11:06 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

Pam explained that Tyler Perdue, an employee of the Muskingum County Water Department, asked to transfer to the Muskingum County Sewer Department.

- Pam talked with Tyler and doesn't want to read water meters
- She explained to him that he would be considered a new hire
 - There will be a 180 probationary period
 - His vacation and comp time will be paid out
 - The on-call rate at the Sewer Department is different than at the Water Department
 - There is no Union at the Sewer Department
 - Transfer will be seamless in regard to benefits

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The following legislation was then considered:

RESOLUTION 20-20-0779 accept the resignation of Tyler Perdue from the Muskingum County Water Department to be effective Friday, August 28, 2020.

ALSO, BE IT RESOLVED, to approve the employment of Tyler Perdue at the Muskingum County Sewer Department to be effective Monday, August 31, 2020. Starting rate at the Sewer Department will be \$17.43 per hour. Mr. Perdue will be subject to a 180 day probationary period, with no increase in wages at the completion of said period.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

Commissioner Porter has concern with paying him \$17.43 if he is considered a new hire for the Sewer Department.

Pam stated the following:

- He has four years experience with the Water Department and can run the Sewer Department vac truck
- He will still be the lowest paid employee, except the two new hires coming on

Pam informed the Board that she would be attending a wedding this weekend with approximately 250 people in attendance.

Mark Eicher, Engineer and Matt Russell, Administrative Deputy, came to update the Commissioners on projects.

- They have replaced six bridges and working on the seventh this season. They have also had major repairs on two bridges. They still have three they want to replace.
- The Philo Bridge should open the end of September or the beginning of October
 - Commissioner Porter asked Mark to make contact with Don Alexander who has ideas for the Ribbon Cutting
 - Mark would like to keep and use the causeway material for the Gaysport Bridge project if the contractor will allow them to have it
 - In reality, the County has already paid for the stone
- Mark reported that the chip and seal program is going well
 - They completed approximately 50 miles
 - They will need to purchase a new computer for the chip box
 - Cost approximately \$40,000
 - They are looking for a used distributor for the chip box
- They are also looking for a used road grader
- Commissioner Porter asked if he had considered subbing out the chip and seal projects
 - Mark prefers to do in-house
 - They do repairs to the road before they chip and seal
- The cost of chip and seal is approximately \$9,500 per mile for materials
- Mark plans on 50 miles per year with a five year cycle

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Mark requested the following to be considered:

RESOLUTION 20-0780 declare an Executive Session at 11:50 a.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Engineer. This session ended about 12:11 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Commissioner Porter asked Mark if the County would consider taking over a little more than a mile of Virginia Ridge Road in Harrison Township.

- Commissioner Porter received a call from Nate Atkins asking if the transfer would be possible
- Evidentially, it was a County road at one time
- Mark said he never wants to take on more roads, but he would if he had to
 - Mark will look at the map and see where it is exactly
- Commissioner Crooks said she had talked with another resident of Harrison Township with issues, as well

Mark reported that his new trucks are at ACE Truck getting the beds installed

The Commissioners adjourned for lunch to resume session at 1:30 for Investment Committee.

Investment Committee adjourned at 1:59 p.m.

The Clerk was asked to scan the letter from Mike Reed and forward to Mark Zanghi, Assistant Prosecutor.

Commissioner Cameron reported that Kelly from Columbus Dog Connection called yesterday. She told Commissioner Cameron that when they came to service Muskingum County, the Dog Warden, Bryan, was asleep at his desk.

- Basically, the volunteers did all the work that day
- Bryan and Alisha were there that day, but she wasn't sure if Mason was there...she will ask
- She also said that Alisha has stopped at their facility (Columbus Dog Connection) on one of her vacation days
 - Kelly appreciated her stopping; she seemed interested

A call was placed to Jim Smith, Newton Township Trustee.

- Mr. Smith said he talked with his Road Supervisor and nothing had been done to the manholes
 - Mr. Smith gave the name and number of the Road Supervisor
 - The Commissioners will have Stan call him
- Mr. Smith recalled a meeting with Commissioner Porter about settlements in the road.
 - He understood that Commissioner Porter was going to see if he could get it all blacktopped, but he has not heard back from him

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There was continued discussion regarding Mike Reed and Monroe Township.

Commissioner Porter asked if there was another issue with the Volunteers at the Pound.

- No one else knew of any new issues

Commissioner Cameron understood that the Veterinarian line item in the Dog Warden fund is short to pay recent invoices. The following was then considered:

RESOLUTION 20-0781 approve the Supplemental Appropriation of Funds within Fund Number 002, for the Muskingum County Dog Warden, as requested by Beth Iden, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Veterinarian Expenses	002-502-504403	\$5,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

There was discussion about the additional \$175 million in CARES money. It is not actually “additional” money. It is part of the original \$4.5 billion.

Commissioner Cameron moved to accept and approve the minutes of the August 24, 2020 session. Commissioner Cameron seconded.

Vote was Cameron, aye; Crooks, aye; Porter, abstain. Motion carried.

Pam asked the Board to consider the following:

RESOLUTION 20-0782 approve the posting of the position of Field Operator I for the Muskingum County Water Department. Starting wage posted \$16.00 per hour. Applications accepted through September 04, 2020. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Pam reported that Don has had a conversation with an employee that misses an excessive amount of work.

- Pam has suggested Don start the written warning process

The Clerk received an email from Kyle Johnson who is planning a peaceful candlelight protest Sunday. The Clerk is to respond by explaining to him the process for requesting to hold an event on the Courthouse esplanade.


Muskingum County has been lowered to level one (yellow) on the COVID map.

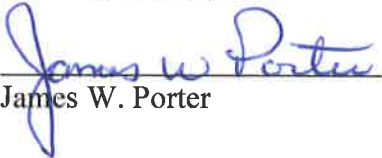
There was brief discussion regarding upcoming retirements. Debbie Irwin, Benefits Administrator, will be retiring in March; Teddy Michel, Office Clerk, will be retiring in February. Commissioner Cameron thought it a good idea to start thinking about training someone for Don Madden’s position, as well.

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With no further business being before the Board, the meeting was adjourned at approximately 2:41 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.