

# Minutes for September 10, 2020

Commissioners Present: Porter, Cameron, Crooks

Staff Present: Susan Reese

Visitor: Erin Couch, The Times Recorder

**RES 20-0795** Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.

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

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

Seconded by Commissioner Crooks.

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

The Clerk was asked to prepare a certificate of appreciation for Bert Hendley for his involvement in the Park District.

The following legislation was now considered:

**RESOLUTION 20-B** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Common Pleas Court, as requested by Judge Mark C. Fleegle, Administrative Judge

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment	001-240-506001	\$5,798.36

This supplemental is for video recorder, hard drive, cameras and wall mounts.

There was discussion regarding the above resolution and it was decided to hold until discussion could be held with Judge Fleegle.

- Dan Long, IT Director, thought Common Pleas Court had a special fund for that kind of equipment
- Could CARES Act money be used for this purchase?

**RESOLUTION 20-0796** WHEREAS, the Board of County Commissioners, Muskingum County, Ohio, for valuable consideration paid, GRANTS, with general warranty covenants, to Adam J. Martin, real property (Parcel Number 70-90-03-18-000) located at Bryan Drive, Zanesville, OH 43701.

THEREFORE, BE IT RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio does hereby authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners, the General Warranty Deed for such transaction. Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0797** BE IT RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio does hereby re-appoint Michael Norman and Robert Beitzel to the Muskingum County Board of Developmental Disabilities with terms to commence January 1, 2021 and end on December 31, 2024.

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ALSO, BE IT RESOLVED, that this Board of County Commissioners of Muskingum County, Ohio does hereby appoint Tony Coury to the Muskingum County Board of Developmental Disabilities. His appointment would replace Cathy Martin who has expressed her desire to not seek re-appointment for a third term. Mr. Coury's first term would begin January 14, 2021 and end on December 31, 2024.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0798** appoint Mollie. S. Crooks to the EODA Board with a term to commence January 1, 2021 and end on December 31, 2022.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 20-0799** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 3 for the Swackhammer Road Water Storage Tank Contract 2 payable to Mid-Atlantic Storage Systems, Inc. in the amount of \$47,510.50.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0800** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Certificate of Substantial Completion for the Swackhammer Road Water Storage Tank Contract.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-0801** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 10 for the Weber Lift Station Renovation Project in the amount of \$39,506.16. This is the final pay application for this project.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-0802** approve the Supplemental Appropriation and transfer of Funds within Fund Number 007, for the Muskingum County Job and Family Services, as requested by Tom Smith, Fiscal Supervisor.

## **SUPPLEMENTAL APPROPRIATION OF FUNDS**

<b><u>Description</u></b>	<b><u>Account Code</u></b>	<b><u>Amount</u></b>
PA PSCA Contracts	007-692-504172	\$225,000.00

## **LINE ITEM TRANSFER OF MONIES**

<b><u>From Line Item</u></b>	<b><u>To Line Item</u></b>	<b><u>Amount</u></b>
007-697-504172 SS PSCA Contracts	007-692-504172 PA PSCA Contracts	\$59,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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**RESOLUTION 20-0803** 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>
007-697-501002 PA Salaries	007-692-504202 PA Facilities	\$11,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

**RESOLUTION 20-K** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Records Retention Schedule (RC2) as presented by Corrie Marple, Director, Muskingum County Records Center.

There was discussion regarding the above resolution.

- Commissioner Crooks talked to Dan Long about the length of retention for session video
- It was decided to ask the Records Board to change C 20-59 on page 8 to “90 day retention”
  - The Clerk was asked to contact Corrie requesting the change

Scott Lee, Facilities Superintendent, met with the Commissioners to discuss the possibility of an update of the first floor restroom to make it COVID acceptable.

- Scott presented a proposal from Paul Construction for \$11,500
  - Proposal includes changing out door, installing touchless devices, moving plumbing and installing “splash guard”
  - Scott will ask about type of hand dryers
  - Scott will ask Paul for an itemized proposal

There was discussion regarding the Post Audit meeting with the Auditors next Thursday. They’ve asked for a larger room to hold the meeting in order to be able to social distance. Commissioner Cameron has a call in to the Common Pleas Courts asking to use a Courtroom.

Commissioner Porter had a question about the EMA having a part-time employee from Absolute Total Staffing.

- A call was placed to Pam Davis, Human Resources, and she didn’t know anything about it
- A call was placed to Jeff Jadwin, EMA Director
  - He said this is a Health Department employee working at the Health Department taking temperatures and answering questions as folks enter
    - It will be a COVID/CARES expense

Commissioner Cameron asked Commissioner Porter about a statement he made yesterday during the Unified Command meeting about people breaking in to the Lorena.

- The Captain had been making police reports, but has stopped doing that
- People have been going on the Lorena and tearing things up
- The Captain was checking about putting up some cameras

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Lucretia Frame, Office Clerk at the Records Department, came at the Commissioners' request.

- The Commissioners received an email from a customer at the Records Department saying that Lucretia had gone above and beyond in helping her find old records
- The Commissioners presented Lucretia with a Certificate of Appreciation

Dan Long, IT Director, came to discuss the renewal of internet services with the Commissioners. The following was then considered:

**RESOLUTION 20-0804** approve the upgrade of fiber internet with Spectrum Enterprise to 1Gb for a 36 month term at a cost of \$1,874 per month. Term will begin when the install is completed.

Presented and requested by Dan Long, Director Muskingum County Information Services.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Commissioner Crooks moved to approve and accept the minutes of the September 03, 2020 session with changes.

Commissioner Porter seconded.

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

Commissioner Cameron explained that she and Commissioner Crooks have been doing the required FEMA testing.

Don Madden, Water Department Manager, and Pam Davis, Human Resources, came to meet with the Commissioners and the following was considered:

**RESOLUTION 20-0805** declare an Executive Session at 11:17 a.m. for the purpose of discussing a Personnel Matter pertaining to the Muskingum County Water Department. This session ended about 11:45 a.m.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

The Commissioners met with Carmen and Brinley Boyd via GoogleMeets. The Commissioners presented a Proclamation in recognition of Childhood Cancer Awareness Month.

The Clerk was instructed to send Brent Gates' Certificate of Appreciation via mail.

Commissioner Porter indicated that he would not want to come in.

There was brief discussion regarding Don's request for the Water Department.

- Commissioner Cameron said it is her assumption that this new position would involve more managerial duties and will not be a Union position. Also, someone else needs to be learning about the budget at the Water Department.
- The Union will not make the Water Department replace the former position

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**RESOLUTION 20-0806** authorize the creation of a new Managerial Position to be filled by Chad Hutchins of the Muskingum County Water Department, at a rate of \$28.00 per hour. The effective date of this new position will be September 27, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

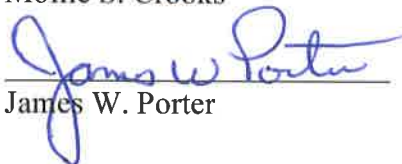
With no further business being before the Board, the meeting was adjourned at approximately 12:04 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



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.*

