

Minutes for September 11, 2023

Commissioners Present: Cameron, Bell, Crooks
Staff Present: Susan Reese
Visitor: Carleen Barnes

RES 23-0919 Meeting was called to order at 8:00 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.

Commissioner Cameron moved to approve the payroll, pending review.
Seconded by Commissioner Bell.
Vote was Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

The following legislation was now considered:

RESOLUTION 23-0920 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Commissioners, as requested by Beth Iden, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Professional Services	001-102-504022	\$15,000.00

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

RESOLUTION 23-0921 appoint Eric Reed to replace Susan Reese to the Local Emergency Planning Committee (LEPC) with a term to commence August 01, 2023 and end on July 31, 2024.

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

RESOLUTION 23-0922 authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees in the amount of \$226.16 for Cohen Miller with Troop 419.

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

RESOLUTION 23-0923 approve the Supplemental Appropriation of Funds within Fund Number 145, Virginia Ridge Project, for the Muskingum County Water Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	145-373-504001	\$3,700,000.00

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

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RESOLUTION 23-0924 approve the Supplemental Appropriation of Funds within Fund Number 092 (SD (Drug Court) Sub GR 23-24), for Muskingum County Court, as requested by Crystal Brokaw, Clerk of Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	092-242-501002	\$ 7,200.04
PERS	092-242-502003	\$ 1,008.00
Medicare	092-242-502001	\$ 100.00
Program Expenses	092-242-504024	\$26,691.96

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0925 approve the Supplemental Appropriation of Funds within Fund Number 063 (SD (Mental Health Court) Sub Gr 23-24), for Muskingum County Court, as requested by Crystal Brokaw, Clerk of Court.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	063-242-501002	\$11,520.00
PERS	063-242-502003	\$ 1,612.80
Medicare	063-242-502001	\$ 161.00
Program Expenses	063-242-504024	\$21,706.20

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0926 Whereas the property owners located at the addresses attached, are delinquent with their water bill owed to Muskingum County Utilities, and have neglected to pay said bills. Now, therefore be it resolved by the Board of Muskingum County Commissioners that:

Section One: The proper official is hereby authorized pursuant to ORC 6103.02 to certify \$10,060.61 to the Muskingum County Auditor to the property taxes of the attached list.

Section Two: The assessed amount as stated in Section One, above is for the tax year 2022 payable in 2023, a period of one year.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0927 Whereas the property owners located at the addresses attached, are delinquent with their sanitary sewer bill owed to Muskingum County Utilities, and have neglected to pay said bills. Now, therefore be it resolved by the Board of Muskingum County Commissioners that:Section One: The proper official is hereby authorized pursuant to ORC 6103.02 to certify \$117,254.14 to the Muskingum County Auditor to the property taxes of the attached list.

Section Two: The assessed amount as stated in Section One, above is for the tax year 2022 payable in 2023, a period of one year.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

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The Commissioners placed a call to Bob Smith at Juvenile Court asking about the number of employees listed on a resolution to use the Juvenile Court credit card. He was not available. A call was then placed to Andrea McCarty. She will check with Judge Martin. The Commissioners have questioned their request for 11 employees to be approved for the use of their credit card. The State Auditor's have encouraged less use of credit cards by less employees.

Jeff Jadwin, EMA Director; Chief Comstock, ZPD and Sheriff Lutz met with the Commissioners to discuss wrecker service during the IR70 Phase II. The difficulty of getting to the scene of a wreck was discussed and seems it will be very difficult. There is also the question of who will pay for the extra cost of Emergency Personnel and wrecker crews getting to the scene. This needs to be discussed with ODOT.

Carmen Boyd and Amy Pennington came to meet with the Commissioners for Childhood Cancer Awareness Month. The Commissioners presented them with a proclamation and will light the Courthouse gold.

Commissioner Cameron reported that she talked with Wendy Sowers, Clerk of Courts, who had talked with the Common Pleas Judge and he will not allow purses in the Courtroom. New lockers have been purchased for the Security entrance of the Courthouse to store purses and personal items not allowed in the Courtroom. The Commissioners, again, asked Wendy to inquire about putting a notice on the jury cards that says "No purses will be allowed in the Courtroom".

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

RESOLUTION 23-0928 approve the promotion of Karen McHenry to Nutrition Administrator for the Muskingum County Center for Seniors. Starting wage will be \$18.00 per hour with the opportunity for an additional \$.50/hour increase at the completion of a successful 180 day probationary period.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-0929 approve the posting of the position of full-time cook (Union position) for the Muskingum County Center for Seniors at a starting wage of \$11.00 per hour, per Union Contract. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-0930 approve the posting of the position of full-time Field Operator I for the Muskingum County Water Department (Union position) at \$16.00/hour per Union Contract. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Pam reported on the CORSA Annual Meeting that she and Commissioner Bell attended last week.

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Eric Reed, County Administrator and Andy Roberts, Landbank Executive Director came to meet with the Commissioners and the following was considered:

RESOLUTION 23-0931 declare an Executive Session at 10:17 a.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Commissioners. This session ended about 11:10 a.m.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

The Commissioners left at 11:15 a.m. to attend the SEO Joint Solid Waste lunch and meeting in Caldwell.

While the Commissioners were out, Judge Martin brought in a detailed list of those he wished to have on the credit card account and how they would be using the card.

The Commissioners returned at 3:05 p.m. and Commissioner Bell then attended the Records Commission meeting.

Commissioner Cameron reported that Wendy Sowers, Clerk of Courts, said that they would be printing "No purses allowed in the Courtrooms" on the jury cards.

The Clerk informed the Commissioners that Leah Vensil, who has been retained to help utilize the Opioid Settlement monies in the Zanesville Middle School Gym classes, has asked if we could order her Botvin materials. The Commissioners agreed.

The Commissioners talked with Reagan, at the Adoption Center, as Amanda was out, regarding the July invoice from the Animal Shelter.

- She explained that the Adoption Center cannot do rabies vaccines or heartworm tests; must be a veterinarian or vet tech
 - So they used the Animal Shelter to administer, along with some spay/neuters
 - It's her understanding they will not be using the Animal Shelter in the future

Commissioner Bell returned from the Records Meeting and gave a brief update:

- To date, 08.31.2023:
 - 182 public records requests
 - 577 records requested by departments
 - 450 records returned from departments
 - 1,581 records/boxes destroyed
 - 1,263 new boxes
 - 10,756 new files
 - 27,306 housed files
 - 6 RC2
 - 29 RC3

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There was further discussion regarding Juvenile's request for credit card signers and the following was considered:

RESOLUTION 23-0932 approve and authorize the establishment of the following credit cards with Community Bank for the Muskingum County Juvenile Court with a monthly spending limit not to exceed \$6,000.00 as follows:

<u>Name of Vendor</u>	<u>Number of Cards</u>	<u>Authorized Signors</u>
Community Bank	1	Eric D. Martin, Michael Blake, Robert Smith, Peggi Cater, Erin Welch, Allen Bennett, Rachael Dille, Jody Pyle, Amy O'Reilly, Mike Hardbarger, Shawn Bell

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Commissioner Cameron, once again noted that her vote to abstain was based on the State Auditor's concerns with credit cards.

A call was placed to Stacey Russell, Muskingum County Library Director, regarding the need for two appointments to the Library Board. Their Board has some recommendations and Stacey asked the Commissioners to send their recommendations so her Board could review.

The Commissioners received another request from the Village of Philo asking them to attend the October 19 council meeting to discuss Front Street. Commissioner Crooks sent the Village an email asking for more details of what they wanted to discuss with the Commissioners.

The following was considered:

RESOLUTION 23-0933 accept and approve the Job Description for Muskingum County Administrator.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

The Commissioners placed a call to Aaron Sprague regarding a commercial for the K-9 Adoption Center. Aaron will call Amanda at the Center to discuss with her.

RESOLUTION 23-0934 approve the signing of an "Agreement to Purchase" with CBRE.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.


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

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With no further business being before the Board, the meeting was adjourned at approximately 4:42 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.


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.