

Minutes for September 14, 2020

Commissioners Present: Porter, Cameron, Crooks

Staff Present: Susan Reese

RES 20-0807 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.

Commissioner Cameron moved to approve the payroll, pending review.

Seconded by Commissioner Crooks.

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

Commissioner Cameron asked about Rambo requesting the County pay for County employee flu shots this year.

- The Clerk has a letter from Rambo requesting permission
 - The Commissioners will sign today

Commissioner Cameron said she has had two calls about the building at 434 Main Street

- There is rumor that the property is for sale
- The property is still in the Commissioners' name
- Bud Chess, Assistant Prosecutor, said that several years ago, Industrial Revenue Bonds required collateral titled to a government entity
- The bonds have been paid off
 - It appears that no one has seen an urgency to change the title holder name
 - Bud has made contact with the bank and no one seemed to be interested in changing the name of the title holder
 - Commissioner Porter suggested contacting Denise at the bank
 - 740-453-0904

The following legislation was now considered:

RESOLUTION 20-0808 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>
001-102-504131 Membership/Subscription	001-102-503001 Supplies	\$2,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0809 accept the resignation of Adam Daugherty from the Muskingum County Maintenance Department to be effective September 18, 2020.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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RESOLUTION 20-0810 accepts Official Certificate of Estimated Resources for 2021 as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated August 31, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0811 approve the line item transfer of monies within Fund Number 001 as requested by Vicki Vallee, Finance Manager, Muskingum County Juvenile Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-246-501002 Salaries	001-246-502006 Unemployment	\$1,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0812 approve the Supplemental Appropriation of Funds within Fund Number 015, for the Muskingum County Treasurer, as requested by Christina E. Hamill, Treasurer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	015-104-501002	\$36,000.00
PERS	015-104-502003	\$ 5,040.00
Medicare	015-104-502001	\$ 522.00
Workers' Comp	015-104-502009	\$ 540.00
Insurance	015-104-502004	\$16,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0813 approve the establishment of new fund, number 083, which does *not* require approval of the State Auditor's Office, and line items as requested by Stephanie Neuhart, Business Manager for the Muskingum County Board of Developmental Disabilities.

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	To account for federal funds received for IDEA-B Special Education
<u>Fund Number</u>	083
<u>Fund Name</u>	2021 IDEA-B Special Education Grant
<u>Department</u>	694-Starlight
<u>Award Amount</u>	\$31,260.72
<u>CFDA #</u>	84.027
<u>Grant Period</u>	July 1, 2020-June 30, 2021
<u>Grant Administrator</u>	Muskingum County Board of Development Disabilities
<u>Matching</u>	N/A
<u>Type</u>	Special Revenue Fund - Federal

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Federal Grant #	083	000	409024
	Advance In	083	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Employee Salaries	083	694	501002
	Medicare Tax	083	694	502001
	Retirement PERS	083	694	502003

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Advance Out 083 694 510001

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0814 approve the establishment of new fund, number 086, which does *not* require approval of the State Auditor’s Office, and line items as requested by Stephanie Neuhart, Business Manager for the Muskingum County Board of Developmental Disabilities.

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	To account for federal funds received for IDEA Early Childhood Education Grant
<u>Fund Number</u>	086
<u>Fund Name</u>	2021 IDEA Early Childhood Special Education Grant
<u>Department</u>	694-Starlight
<u>Award Amount</u>	\$4,524.09
<u>CFDA #</u>	84.173
<u>Grant Period</u>	July 1, 2020 – June 30, 2021
<u>Grant Administrator</u>	Muskingum County Board of Developmental Disabilities
<u>Matching</u>	N/A
<u>Type</u>	Special Revenue Fund - Federal

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	Federal Grant #	086	000	409024
	Advance In	086	000	414001
Expenditures:	Description	Fund	Dept.	Account Code
	Employee Salaries	086	694	501002
	Medicare Tax	086	694	502001
	Retirement PERS	086	694	502003
	Advance Out	086	694	510001

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0815 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners documents for purchase of 2020 Chevrolet Silverado K3500 from WMD Motors, Inc. for the Muskingum County Sewer Department.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0816 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	007-692-504027 Public Assistance	\$134,000.00
007-692-501002 PA Salaries	007-692-504400 TANF	\$100,000.00
007-692-502004 PA Insurance	007-692-503001 PA Supplies	\$ 21,000.00
007-692-502004 PA Insurance	007-692-504401 TANF OMJ	\$ 20,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

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RESOLUTION 20-0817 approve the line item transfer of monies within Fund Number 001 as requested by Wendy Sowers, Clerk of Courts, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-248-506001 Equipment & Maint	001-248-503017 COVID-19	\$137.17

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0818 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 \$122,335.32 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 2020 payable in 2021, a period of one year.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

The Commissioners asked to see the list of delinquent bills for the above resolution. The Clerk will contact Peggy at the Utilities Department.

RIGHT-OF-WAY PERMITS SIGNED:

**(7) Columbia Gas of Ohio; Columbus, OH
Washington, Wayne and Falls Twps
Replace service line with 1" plastic
Begin within 90 days of approval; one day completion**

**Columbia Gas of Ohio; Zanesville, OH
Falls Township
Provide service to 3376 Harmony Lane
Begin Sept. 23; Completion Sept. 25**

Commissioner Cameron asked if everyone saw the email from Dog Warden Bryan Catlin, regarding the spay/neuter mobile unit.

- Becki Kelso has scheduled the unit for this week and has a few open spots and asked if the Dog Warden would want to fill those openings
 - It will be located at the Washington Township Fire Department
- Commissioner Crooks felt it was within Bryan's scope of decision-making authority
- All agreed
 - Commissioner Cameron will send Bryan an email

The Clerk informed the Board of an email from Heather Williams.

- Heather had attached a letter from the volunteers at the Adoption Center asking to meet with Sheriff Lutz to discuss his plans when the Commissioners turn over the Dog Warden responsibilities to the Sheriff's office
- The Clerk was asked to forward the letter to Sheriff Lutz

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Corrie Marple, Record Center Manager, responded to the Commissioners request for change on the Records Retention Schedule regarding video and audio recordings.

- She sent two options of wording for Retention Period
 - 90 days
 - Retain 90 days after minutes are transcribed into hard copy and approved
 - The Commissioners chose the latter
- We will wait to hear from Corrie regarding the timing of the Commissioners' resolution and presentation to her Board

RESOLUTION 20-0819 approve the use of the Courthouse esplanade for a Prayer Meeting to coincide with the National Prayer March in Washington, DC, Saturday, September 26; 12 Noon to 2:00 p.m.

Contact for the gathering is Janet Batteiger, Adamsville United Methodist Church; jkbatteiger@gmail.com

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

The Clerk made the Commissioners aware of a request from Mary Ann Devolld regarding Constitution Week, September 17-23.

- The Clerk has set up a GoogleMeet with Mary Ann for Thursday at 11:45 a.m.
- The Commissioners also agreed to light the Courthouse red, white and blue, alternating days with other requested colors, for that week.
 - Commissioner Porter requested Sunday of that week, specifically, be red, white and blue

Scott Lee, Facilities Supervisor, came to see the Commissioners to discuss starting salaries for his employees in Maintenance. Pam Davis, Human Resources, was also involved in the conversation.

- Adam Daugherty has turned in his letter of resignation
- Scott would like to increase the entry level position to \$14.00
 - As a result, he would like to increase everyone else accordingly
- Commissioner Crooks referenced the wage survey from the ZMC Chamber of Commerce which indicates the wage increases are in line with other businesses'/maintenance positions within the County
- Pam presented a wage chart of levels for Maintenance
- Maintenance currently does not have a per-day, on call rate
 - Employees are paid time and half when reporting for on-call with a minimum three hours

The following was then considered:

RESOLUTION 20-0820 approve the posting of the position of Level I Maintenance Worker at \$14.00 per hour. 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.

Scott and Pam will work on new tier level wages to present to the Commissioners.

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Commissioner Cameron said she thought all departments' wages need looked at and revamped.

Ann Combs, Director and James McDonald, Board President, Muskingum County Center for Seniors came to talk with the Commissioners. Mark Zanghi, Assistant Prosecutor, also joined the conversation.

- Ann and James were seeking the Commissioners' opinion about the Governor's order giving permission to re-open senior centers
 - The Center for Seniors' Board meeting is tomorrow
 - They would be required to test staff and seniors
- Dealing with most vulnerable population
- Concerns about no congregate services; loneliness
- Re-opening would be a very different experience
- Delivered meals have increased from 500 in March to nearly 800 daily
- There were suggestions of ways for the seniors to interact
 - Gospel Music night presented as a drive-in
 - Pen pals

All agreed that this is not the time to consider re-opening.

- It was suggested that perhaps a letter to seniors explaining the concerns of opening would be beneficial

There was brief discussion with Mark Zanghi about the CARES Act money

- Spending
- Time line

There was discussion with Mark Zanghi regarding the 434 Main Street property.

- Bud has found an agreement
- The Brandywine CHASE building is also in the Commissioners' name
- Mark was given the name and number of someone Commissioner Porter suggested contacting at CHASE

Peggy sent the listing of delinquent sewer bills as requested.

Commissioner Cameron moved to accept and approve the minutes of the September 10, 2020 session with correction.

Commissioner Crooks seconded.

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

Motion carried.

A call was placed to Bob Stephenson, Newton Township Trustee, regarding a call to the Commissioners from Marcia Kelly about the culvert that is to be replaced on Jenkins Drive.

- Bob said Ms. Kelly was told it would be a while before they could get to it
 - Trustees are swamped right now; she's going to have to be patient
- Is there a time frame for work?
 - Towards the end of October – sometime this year; not a priority
 - This isn't something that the Trustees have to do, just trying to help her out

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- Ms. Kelly was told it would be done in July. Part of Ms. Kelly's frustration is that no one will call her back.
 - Bob said he has not had time to call her back

A call was placed to Marcia Kelly; she was not available and a message was left

The Clerk reported that Tracey called and confirmed Judge Cottrill's Courtroom for Thursday's Post-Audit meeting.

The Commissioners discussed Kellie Brown's email saying her Board (Starlight) has agreed to a Public Auction to sell 655 Zane Street with a reserve of \$700,000.

- The Clerk is to inform Kellie and forward the information to Mark Zanghi, Assistant Prosecutor, to begin the process.

Commissioner Crooks informed the Board that Maddie Fraoli is continuing to work on the clay center to do pottery, etc.

- She has got one grant and is putting together a short list of real estate locations for potential sites
 - Commissioner Crooks had mentioned to her the County's "Help Me Grow" building on Putnam Avenue
 - Maddie asked if she could include the Putnam Avenue property on her real estate list
- Commissioner Crooks said she would follow up with Maddie to get some things clarified
- Commissioner Cameron said that Erin Welch had also asked about the Putnam Avenue property for an adolescent facility

Commissioner Crooks said she talked with Jeff Jadwin today about the email he sent regarding hazardous materials.

- People are not knowing what to do with their hazardous materials
- Are other counties holding hazardous disposal days
- Commissioner Porter said they are extremely expensive
 - Let Jeff Jadwin run EMA and Mark and Rob run Solid Waste
- It appears Jeff is just fielding calls and trying to problem solve
- Is this something we could do as a County or must it go through Solid Waste
 - We would have to get rid of it somewhere, typically it's Solid Waste

Commissioner Porter asked the minutes reflect the following:

He is extremely disappointed in the decision of this Board to create a new position and give that person over a 15% increase to fill that position, without posting it. That's going against our policies. The first two you could do that. Not posting it, he thinks, is going against our Personnel Policy.

Commissioner Cameron did think he would be a "no", but asked if that's the one he voted "present" on...yes.


Commissioner Crooks said he didn't take a stand so she doesn't know that he has a right to say anything. If you're going to take a stand, then vote yes or no.

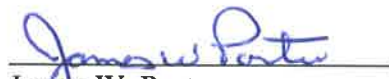
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Commissioner Crooks thought the discussion was, that it is some of our philosophy and intent that you retain good employees. Sometimes we need to give them opportunities and experience does count for something, as far as she's concerned.

With no further business being before the Board, the meeting was adjourned at approximately 12:08 p.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.


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.