

# Minutes for September 21, 2023

Commissioners Present: Cameron, Bell, Crooks  
Staff Present: Susan Reese

**RES 23-0973** 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, absent at the time of voting. Motion carried.

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

Vote was Cameron, aye; Bell, aye; Crooks, absent at the time of voting. Motion carried.

The following legislation was now considered:

**RESOLUTION 23-0974** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Ohio Water Development Authority Fund Payment Request for the Virginia Ridge, Irish Ridge, Duncan Run, Butterbean Ridge and Old River Road Project Invoice No. 4. The reimbursement from OWDA to Muskingum County is for payments being made to the contractor.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0975** approve the line-item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-502004-PA Insurance	007-692-504400-TANF	\$115,000.00
007-692-502004-PA Insurance	007-692-504027-Public Assistance	\$200,000.00
007-692-501002-PA Salaries	007-692-504027-Public Assistance	\$ 50,000.00
007-692-506001-PA Equipment	007-692-504027-Public Assistance	\$ 24,000.00
007-692-503017-COVID/Recovery	007-692-504027-Public Assistance	\$ 24,500.00
007-692-504202-PA Facilities	007-692-504027-Public Assistance	\$ 15,500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0976** approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-115-506040-Capital Projects	001-115-504007-Contract Repairs	\$100,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0977** approve the Supplemental Appropriation of Funds within Fund Number 033, for the Muskingum County Juvenile Court, as requested by Rachael Dille, Finance Manager for Juvenile Court.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	033-244-501002	\$46,000.00
Medicare	033-244-502001	613.00

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PERS	033-244-502003	\$ 6,400.00
Insurance	033-244-502004	\$13,000.00
Supplies	033-244-503001	\$ 3,984.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0978** approve the line-item transfer of monies within Fund Number 002 & supplemental Appropriation of Funds in Fund Number 077 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>
002-502-501002-Dog & Kennel Salaries	002-502-504403-Dog & Kennel Vet Exp	\$5,000.00
002-502-502003- Dog & Kennel PERS	002-502-504403- Dog & Kennel Vet Exp	\$1,200.00
002-502-502004- Dog & Kennel Ins.	002-502-504403- Dog & Kennel Vet Exp	\$2,600.00
002-502-503001- Dog & Kennel-Supplies	002-502-504403- Dog & Kennel Vet Exp	\$5,000.00
002-502-507001- Dog & Kennel Misc	002-502-504403- Dog & Kennel Vet Exp	\$1,700.00

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
LET-Equipment	077-458-503032	\$232,770.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0979** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-504172-PSCA Contract	007-692-504027- Public Assistance	\$50,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

**RESOLUTION 23-0980** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the OPWC Funds Reimbursement Request Form & Certification #2 , Requested by Mark Eicher, County Engineer. (see attached)

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0981** approve the Supplemental Appropriation of Funds within Fund Number 065, for the 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>
Program Expenses	065-242-504024	\$3,298.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0982** declare an Executive Session at 10:27 a.m. for the purpose of discussing a Disciplinary Matter of an employee of the Muskingum County Maintenance/Housekeeping . This session ended about 10:47 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

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**RESOLUTION 23-0983** authorize the one-day unpaid suspension per the Order of Discipline, for Justine Bowman, to be Wednesday, September 27, 2023, Muskingum County Housekeeping.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Commissioner Crooks shared that she had a conversation with the Mayor regarding parking for the Downtown Exchange.

- Judge Kalis will not agree to allow parking in her area after hours

Commissioner Bell will be representing the Commissioners tonight at the 4-H event at the Mozena Farm.

Commissioners Cameron & Crooks will be representing the Commissioners at the Zanesville City School Board meeting tonight in support of Leah Vensil, Opioid Settlement Coach.

Stan Lucas, Sewer Department Manager; Eric Reed, County Administrator and Zack Forker, Projects Assistant came to meet with the Commissioners regarding tap fees for Licking View. After much discussion it was agreed to not charge residential property owners a tap fee and to reimburse the Sewer Department for its lack of income, by using ARPA monies to help with another project. Stan agreed to this arrangement.

Zack asked about County Engineer's billable hours for the Licking View project. All agreed to pay with WPCLF grant monies.

Eric stayed to update the Commissioners.

- Matt Sheridan from Mid-East Career Center emailed Eric to let him know that they received \$1.3 million ARC Grant for the development of the CDL Center
- Eric gave an ACG project update
  - OMEGA will be the lead applicant for the program.
- Attending virtual meeting with CBD Consulting Friday morning
  - Commissioner Crooks asked Eric to make the Auditor aware of the reporting process with CBD
- Eric plans to attend the Oct or Nov Fair Board meeting to report on final figures of the Cleanface project
  - He will also give the Fair Board a copy of the Cleanface plans, etc for their future reference and also the total cost.
- Courthouse Interior Design
  - Need to establish a scope of work
  - Commissioner Crooks will assist on the project.

Commissioner Cameron noted that Jason Sturgeon from ODOT contacted Sheriff Lutz about the IR70 towing conversation. Commissioner Cameron thought Phil Valentine had asked that there be no discussion with ODOT about that yet until they had a chance to discuss internally.

Commissioner Crooks said that she had called Jason about Philo and he asked her about the towing. She told him that we don't think we should be responsible for the towing charges.

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Andy Roberts, Landbank/GIS Director, came to talk with the Commissioners about Bricker Graydon proposal for use in rural zoning.

- It was agreed that we should express concerns with flexibility in contract & fees

There was also discussion with Andy regarding blighted properties. He presented a spreadsheet to the Commissioners showing reported blighted properties. All Commissioners agree to start ASAP and 5-6 properties were selected.

Pam Davis, Human Resources and Robbie Frame, Housekeeping Supervisor, came to see the Commissioners and the following was considered:

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Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

**RESOLUTION 23-0983** authorize the one day unpaid suspension per the Order of Discipline, for Justine Bowman, to be Wednesday, September 27, 2023, Muskingum County Housekeeping.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Robbie reported that he took Chris from Covic Connections to the following buildings to request estimates for cleaning:

- Center for Seniors
- EMA
- Evidence Center
- Highway Department

There was continued discussion regarding Library Board appointments.

The Commissioners talked about an email to the Sheriff's office and ZPD regarding County employees parking on Fourth and Fifth Streets. In response to a question from Captain Suci from the County jail, an email was sent to Mark Zanghi asking about City Code to enforce parking laws. Mark, regarding the Ordinance, was referred to Dave Tarbert, City Law Director.

It was reported that Mental Health and Recovery Services Board received a grant.

Commissioner Bell will contact the Director, Misty Cromwell, to ask her to come in and explain the grant to the Board.

Ron Welch, County Prosecutor, came to discuss staffing and salaries with the Commissioners.

Commissioner Crooks asked the Clerk to start scheduling budget discussions to begin 10/23/23.

Pam Davis, Human Resources, brought in the following for consideration:

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**RESOLUTION 23-0984** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Disciplinary Action Form for Justine Bowman, Muskingum County Housekeeping

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Commissioner Crooks moved to approve the minutes of the September 14, 2023 session.

Commissioner Bell seconded. Vote was Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

A call was placed to Mark Eicher regarding the illegal parking taking place on County property along Richards Road and the following was considered:

**RESOLUTION 23-0985** authorize the Engineer to place "NO PARKING" signs on County-owned property at the intersection of Richard's Road and SR146.

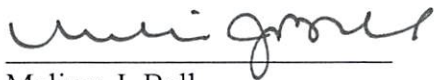
Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

With no further business being before the Board, the meeting was adjourned at approximately 12:10 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.*