

Minutes for October 07, 2021

Commissioners Present: Crooks, Porter, Cameron
Staff Present: Susan Reese/Beth Iden

RES 21-0962 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Commissioner Porter moved to approve the payment of bills, pending review.
Seconded by Commissioner Cameron.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Sheriff Lutz and John Deal stopped in to discuss Union Negotiations with the Commissioners. Commissioner Cameron shared that she has sent a message to the Board regarding a phone call from Jane Cooper, Volunteer at the Adoption Center, about meeting with the Board and Pat Kelly.

- She told Jane that the Board's schedule is full this morning and she was not aware that Pat Kelly was coming today
- The Sheriff was a little frustrated with the volunteers sending a message to Pat Kelly directly
 - Doug McQuaid has contacted the Sheriff and the Sheriff said he would contact the Commissioners
 - The Volunteers feel that they raised money for Mason Kennels and that is not what was completely installed
 - It appears it was a lack of communication with architect and contractor
 - Not made aware of the ramifications of cutting costs

The following was considered upon the request of the Sheriff.

RESOLUTION 21-0963 declare an Executive Session at 10:07 a.m. for the purpose of discussing Union Negotiations of the Muskingum County Sheriff. This session ended about 10:31 a.m.

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

At 10:30 a.m. Don Madden, Zack Forker from the Projects Department and Morgan Coast, Engineer, came to open bids for the Southern-Sundale Water Project and the following was considered:

RESOLUTION 21-0964 Authorize the opening of bids for the Water Main Extensions to Zane Trace Road, South Cove Lane, Southern Road, West Union Road, Sundale Road, East Wheeling Road, Flat Lane, and Peach Lane.

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

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RESOLUTION 21-0965

Authorize taking bids under advisement for the Water Main Extensions to Zane Trace Road, South Cove Lane, Southern Road, West Union Road, Sundale Road, East Wheeling Road, Flat Lane, and Peach Lane.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Motion carried.

Don Madden reported that he has asked OMEGA how far we can go with Weber and still be eligible to get EDA funding.

- Don thinks that we could do the engineering, environmental and even acquire the right-of way as long as we don't turn a shovel of dirt
 - He will be going another route to get an answer

John Ferragonio from ABM Building Value came at 11:00 to meet with the Commissioners.

- ABM helps businesses generate and reallocate resources to help pay for a larger infrastructure project without raising taxes
- ABM's profit; 7-10%
- ABM would visit facilities and would also require our employees to gather utility bills for two years; not including COVID years

Commissioner Crooks reported a text from Pat Kelly saying that he would be in at 2:00 today.

Eric Reed, Compliance Officer, came in to present his ARPA report.

- Health Department
 - They have received \$20,000 from ODH and must spend by the end of this month
- Eric will be attending an ARPA Revenue and Reporting meeting on October 20
- NAPA
 - Received proposal
 - We are not funding small businesses at this time
- CDL Training
 - Matt Abbott was told to make contact when he has figures/estimates
- Genesis
 - No update
- Interest on ARPA monies
 - It can be transferred to the General Fund
 - It can stay in the 088 Fund to be used as unrestricted
 - The Auditor is asking for the Commissioners to decide where that money is to go
 - Eric believes the Auditor would prefer that it stay in 088 and use it for any unrestricted costs
 - All agreed to leave it in Fund 088 ARPA
- Eric sent a lengthy email to Evonne at Heroes Landing, expressing his thoughts from discussions and research
 - He is still looking for answers about what they are doing, where they are and how they are spending money

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- Pollock Apartments
 - Susan Jones sent an email asking where we are on their proposal
 - Eric told her we are waiting on her two estimates
 - Ms. Jones said that two estimates would be extensive work
- Munson School
 - Roof proposal
 - Eric says he has done a lot of reading and also talked to Ken Oswalt from Licking County and Stephanie Spencer, Chief Administrator for our County Auditor
 - He doesn't feel like he still has a confident, complete answer
 - It is absolutely a County need
 - Is this a response to COVID?
 - Eric presented the items in the Interim Final Report related to this proposed project
 - He is struggling to tie building this building together to a Negative Impact as presented on page 39
 - Eric's recommendation for this project, being that it is not an established service, can it be supported through the unrestricted monies
 - Then as the project moves on
 - Can the LandBank help
 - Would there be other outside support
 - We can continue to evaluate
 - Commissioner Porter is not on board with Andy Roberts and Munson School
 - We could use our money more wisely elsewhere
 - Not COVID related
 - Doesn't think government should be building houses for the homeless
 - Eric thinks perhaps the examination process may be a little more lenient because they know we're trying to put the dollars towards the qualified census track
 - But are the people from the qualified census track going to actually live there?
 - If the Commissioners decide to support this project through ARPA, Eric's recommendation would be to use Unrestricted Funds
 - Commissioner Crooks believes it is up to us to make the argument that we're comfortable with this
 - We're approaching this from the negative, trying to figure out why it doesn't work rather than why it does
 - Also, housing is in our Comprehensive Plan
 - No different than a sales person that is trying to sell their product; you make the argument and you make the case
 - Audit is done by our same State Auditors

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- Eric's understanding is that it is audited by the Federal Government
 - Commissioner Crooks says no, that it's the State Auditors that come in to audit the Federal dollars
- Commissioner Cameron didn't understand from Stephanie that we were to use the money and then try to prove our case
- Commissioner Porter noted that if we use the money wrongly, then we have to refund it
- Commissioner Crooks would say that Debbie and Stephanie are going to come in with their auditor hats on and she will have a conversation with them about this
 - Commissioner Cameron would suggest that we all have a conversation with them

The Commissioners adjourned for lunch to resume session at 1:30 p.m.

County Treasurer Todd Hixson and Danielle Morrison came in to discuss the corrective action plan.

- The 2020 Monthly Reconciliation report was received and signed by Auditor Debra Nye
- Treasurer balances to the bank daily
- Form 6 has been completed from Jan. 01, 2021 to October 06, 2021
- Commissioner Porter asked Todd Hixson if he can confirm with Lisa Weisand that the County is in compliance with the State Auditor now and does 2019 and 2020 also need completed
- Commissioner Crooks asked Todd if the ARPA Fund interest is being put into the County general fund
- Todd said technically the interest is in the main checking account
- Commissioner Porter said it is easier to keep interest in general fund

Sheriff Matt Lutz, Pat Kelly, Architect, Heidi Buckley and Jane Cooper, volunteers, came in to discuss the Adoption Center.

- Commissioner Cameron told Heidi that the Commissioners appreciated the work Heidi had done on 2 grants
- Commissioner Crooks said that the volunteers wanted the donations to go to mason kennels
- Pat said the original bid was for Mason kennels, but to cut down cost it was put out to bid and awarded to Flecto to be Mason front and Truss Core interior partitions
- Pat Kelly said they are making corrections to the kennel partitions, putting sealant across the bottom to prevent water and fluids from contaminating the next kennel
- Putting new trenches on back side of each kennel and sloping the floor to drain toward trench
- Bidding was for Truss Core product and partitions, not Mason finish
- Mason finish would have been an extra \$129,000.00
- Commissioner Cameron inquired about the Mason doors with the feed dishes
- Sheriff Lutz said the bowls were very expensive
- Commissioner Crooks said it is fair to say that the issues will be addressed

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- Commissioner Porter asked Heidi if they have the funds to purchase mason partitions now....no
- Volunteers didn't realize they wouldn't be complete Mason kennels
- Pat said all concrete has been cut out and are waiting on the trench drains
- Commissioner Crooks said at this point in time all agree to continue as planned
- Sheriff said once all done, it can be cleaned in 2-3 hours, will have up to 70 dogs
- Sheriff said if volunteers really want to help, they need help at the new building to clean
- Heidi asked if it is possible to arrange to get in after hours to clean...Sheriff said he can arrange that
- Commissioner Cameron said they need to address getting help to clean
- Sheriff said after the new kennel is completed he will see about getting a third person
- He will have additional volunteers when completed
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Sheriff Lutz said the union will be meeting on October 19, 2021.

The following legislation was considered:

RES 21-0966 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Notice to Proceed for the Imlay and Wilsonwood Road Water Main Extension. (see attached)

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0967 authorizes the advertisement of bids for the New Well No. 7, in the *Zanesville Times Recorder* and the Muskingum County website on October 11, 2021 with a bid opening on October 21, 2021 at 10:30 am in the Muskingum County Commissioners office. (see attached)

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RES 21-0968 approve and authorize the appropriate departments to enter negotiations for engineering services for any potable water services needed by Muskingum County. Engineering contracts will be for the Norfield Road, Arch Hill Road area, the Virginia Ridge Road, Irish Ridge Road area, the Sunflower Road, Getz Road area, and the Route 555, Morningstar, Haver Hill area. All submitted qualifications from engineering firms will be kept on file for review as needed. For these potable water engineering contracts the primary firm selected shall be Vaughn, Coast, and Vaughn, Inc.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0969 acknowledge receipt of the report of cases by the Muskingum County Prosecuting Attorney per the Ohio Revised Code Section 309.16 (A) from the dates of August 1, 2020 through July 31, 2021. (see attached)

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RES 21-0970 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>
001-115-504007- Contract Repairs	001-460-507001 Misc. Expenses	\$3,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0971 approve the Supplemental Appropriation of Funds within Fund Number 088, 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>
ARPA Funds for Honor Flight	088-103-502004	\$1,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RES 21-0972 approve the Supplemental Appropriation of Funds within Fund Number 014, 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>
Materials	014-373-503007	\$80,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0973 approve the establishment of new fund, number 157, which does *not* require approval of the State Auditor's Office, and line items as requested by Ronald Welch, Prosecuting Attorney for the Muskingum County Prosecutors office

ESTABLISH NEW FUND

Purpose of New Fund

To reflect the financial activity of the Victim Criminal Assistance Act Grant. The Victim Witness Coordinator and Victim Advocate assist victims with their hearings at Common Pleas Court, County Court, and Juvenile Court. The state and federal grant revenues are derived from the Office of the Attorney General, which are received on a quarterly and/or monthly basis. The expenditures are used solely for the wages of the Victim Witness Coordinator and Victim Advocate, no fringe benefits can be charged to this fund.

Fund Number

Fund Name

Department

Award Amount

Function

Grant Type

Grant Period

Grant Administrator

#157
 21-22 Victim Criminal Account Grant
 Prosecutor #405
 SVAA \$40,400.00/VOCA \$26,000.00
 Public Safety
 Special Revenue- State and Federal Grant
 10/01/2021 through 09/30/2022
 Sacha Daniels

LINE ITEMS TO BE CREATED

<u>Revenue:</u>	<u>Description</u>	<u>Fund</u>	<u>Dept.</u>	<u>Account Code</u>
	State Grant- OAG	157	000	409057
	VOCA Grant-OAG	157	000	409060
	Advance In	157	000	414001
	Transfer In	157	000	414002
<u>Expenditures:</u>	<u>Description</u>	<u>Fund</u>	<u>Dept.</u>	<u>Account Code</u>
	Employees' Salaries	157	405	501002
	Medicare	157	405	502001
	PERS	157	405	502003
	Insurance	157	405	502004
	Workers Comp	157	405	502009

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Advance Out	157	405	510001
Supplies	157	405	503001
Trainings	157	405	504110
Dues	157	405	504130
Transfer Out	157	405	510002
Excess Local Share	157	405	550276

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

RES 21-0974 approve the line item transfer of monies within Fund Number 001 as requested by Ron Welch, Prosecuting Attorney, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-105-501002- Employee Salaries	001-999-510002- Transfer Out	\$12,100.00
001-105-502001- Medicare	001-999-510002- Transfer Out	\$ 350.00
001-105-502004- PERS	001-999-510002- Transfer Out	\$ 3,400.00
001-105-502004- Insurance	001-999-510002- Transfer Out	\$ 5,301.10
001-105-502009- Workers Comp	001-999-510002-Transfer Out	\$ 1,600.00

TRANSFER FROM FUND TO FUND

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002- General Fund	157-000-414002- Victim Criminal Act	\$22,751.10

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

RES 21-0975 approve the Supplemental Appropriation of Funds within Fund Number 157, for the Muskingum County Prosecutors Office, as requested by Ronald Welch, Prosecuting Attorney.

APPROPRIATION

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	157-405-501002	\$26,000.00
Medicare	157-405-502001	\$ 350.00
PERS	157-405-502003	\$ 3,400.00
Insurance	157-405-502003	\$ 5,301.10
Workers Compensation	157-405-502009	\$ 1,600.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye ; Cameron, aye

Motion carried.

RES 21-0976 authorize Todd Hixson, Muskingum County Treasurer for the County Treasurers Association of Ohio Fall Conference in Dublin, Ohio, November 17, 18 and 19, 2021. Estimated cost: \$750.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

RES 21-0977 approve the Supplemental Appropriation of Funds within Fund Number 014, for the Muskingum County Water Department, as requested by Peggy Taylor, Office Manager.

APPROPRIATION

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Chemicals	014-373-503003	\$20,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

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RES 21-0978 approve the line item transfer of monies within Fund Number 153 as requested by Peggy Taylor, Office Manager as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
153-373-504999-Contingency	153-373-504013-Engineering	\$1,365.46

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0979 approve the Supplemental Appropriation of Funds within Fund Number 009, for the Muskingum County Engineer, as requested by Mark J. Eicher, Engineer.

APPROPRIATION

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Materials- Roads	009-368-503009	\$200,000.00
Materials- Bridges	009-368-503008	\$ 50,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RES 21-0980 authorize the advertisement of the sale of 333 Putnam Avenue by sealed bid for the Muskingum County Commissioners. *(See attached)*

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0981 approve the Supplemental Appropriation of Funds within Fund Number 162, for the Muskingum County Center for Seniors, as requested by Kurt A. Ufholz, Fiscal Officer.

APPROPRIATION

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	162-696-504001	\$10,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RES 21-0982 accept and sign Participation Agreement regarding the usage of the Agreement between the County Commissioners Association of Ohio Service Corporation and West Publishing Corporation regarding the location services for Non-Custodial Parents through public records data to be performed by West Publishing Corporation through the Consolidated Lead Evaluation and Reporting database (CLEAR), and is entered into for usage of the program as of June 1, 2021 through May 31, 2023. Requested by Kerry E. Haddox, CSEA Manager/Attorney.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RES 21-0983 approve the line item transfer of monies within Fund Number 137 as requested by Peggy Taylor, Office Manager, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
137-373-504999	137-373-506030	\$1,566.40

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

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Eric Reed came in to update the Commissioners on ARPA Funding.

- Qualifications of homelessness, affordable housing?
- Lear – water quality, hazardous waste
- Commissioner Cameron asked if a lesser amount could be given to the City, at least it would be something
- Commissioner Crooks suggested having those asking for bigger amounts to come in and talk to the Commissioners as to why they need the funds
- Eric is working with Don Madden on water projects and time lines

Andy Roberts was called to come in and talk to the Commissioners and Eric Reed.

- Commissioner Porter asked him why he doesn't have Munson demolished
- Andy said there is \$1,000,000.00 worth of building sitting there
- Andy said it would cost between \$500,000 and \$700,000 to demolish
- Commissioner Porter asked Andy who the owner will be when completed – ZMHD
- Commissioner Porter asked if taxes will be collected after completion....no
- 200 Section 8 vouchers, definite need for housing
- Commissioner Cameron said it will not be free housing, though
- Andy said no and the rent would go back to ZMHD for maintenance and upkeep of the structure
- ARPA money could get the process started
- Commissioner Porter asked for money figures from the City....\$70,000 in kind service
- Eric's concern is what is the COVID response in our community
- Andy said according to the Interim rules - within qualified census tract, you are allowed to develop low mod income housing if that site is within that qualified census tract
- Andy said the contractor figured it could easily be made in to living areas with utilities
- ZMHCD will oversee the project once the roof is replaced
- If the roofing bid goes over the requested amount, the Land Bank has given approval to pay up to \$16,000.00

The following legislation was now considered:

RES 21-0984 approve funding for the former Munson Roof as requested by Andy Roberts, Muskingum County Land Bank in the amount of \$88,988.40 from Muskingum County's Unrestricted ARPA funds.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, nay; Cameron, aye. Motion carried.

Eric Reed said no decision has been made on Lear.

- Commissioner Cameron asked if Stephanie should talk to the City as to why it doesn't qualify
- Commissioner Crooks wants to talk to Stephanie and Debbie Nye first
- Commissioner Crooks will schedule a meeting

Commissioner Cameron moved to approve the minutes of the October 04, 2021. Commissioner Crooks seconded.

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

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Commissioner Porter said he heard from John Graham and Mr. Graham said he could meet with the Commissioners on Monday.

- Commissioner Porter told him Monday was a holiday

The following legislation was now considered:

RES 21-0985 reject and authorize re-advertisement of Paving Project for the Muskingum County Community Development, due to the bid received being over the 10% allowance from the estimate.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

Commissioner Cameron reported that Pam Davis, Human Resources, would like to come in next week to go over Nate Burns's evaluation.

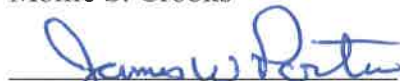
Commissioner Crooks would like to review the County cell phone policy with Pam Davis next week.

- The last review was April 2013

Commissioner Porter suggested having John Graham come in to session at 1:30 p.m. on October 18, 2021.

With no further business being before the Board, the meeting was adjourned at approximately 4:50 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.


Mollie S. Crooks


James W. Porter


Cindy S. Cameron

This is a condensed version of today's session. For a more detailed account, feel free to request a DVD recording.