

Minutes for October 08 , 2020

Commissioners Present: Porter, Cameron, Crooks
Staff Present: Beth Iden

RES 20-0888 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Cameron.
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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

Commissioner Porter told Dan Long that Corrie from Records would like to know if they can connect to the WI-FI at EMA.

- This would be in order to retrieve her information faster.
- Is CARES Act Funding an option?
-

Commissioner Crooks asked if the conference call phone system could be paid by CARES ACT

Commissioner Porter asked Dan about the hotspot for MLCS in Duncan Falls and Roseville.

- MLCS would like to make it available through Verizon with Grant money
- Commissioner Porter asked Dan if he could check with a Verizon representative to estimate a cost county wide
- Dan sent phone estimates to the Commissioners
- Commissioner Porter told Dan there would be questions later-technical issues for Records
- New equipment necessary... Yes, need high speed scanners
- Commissioner Porter asked if scanning of records could be hired out....estimated at \$300.00 per box

Don Madden came in to discuss items

- McDonald Rd.....Mark Zanghi explained the County ORC to run water line on property
- Don talked to owner and explained the situation and he is good with it now
- Start on water line next week
- Rent trencher \$2,000 per week, \$3,200 per month
- Commissioner Porter asked if the Water Department owns a trencher..... they own a small one....not worth hauling to the site
- Commissioner Porter asked Don if he could check into cost of purchasing one

Cannelville Pump station doing better. Parts will be in next week.

PFAS water sample test results came back for the County.

- Can he put results on the Web or should he send letter to customers?
- Results 5.2 PFAS per trillion, allowed 140,000 per trillion

Minutes for October 08 , 2020

- Consumer Confidence Report has to be available to consumers once a year
- Follow-up quarterly monitoring conducted for at least one year

Commissioner Cameron received a message from Cole Ryan that a supervisor for the County Court renovation tested positive for COVID

- He is in touch with the Health Department
- Commissioner Porter asked if any maintenance or housekeeping employees have been over there - no
- Commissioner Cameron told Commissioners that Scott said they used the Clorox machine at the Hixson building

Commissioner Cameron said Stan Lucas told her that Tim Parrill is leaving and going to Ag-Pro as a mechanic.

Scott Lee came in to discuss the COVID positive at the County Court renovation site.

- No housekeeping employee has been around elevator or supervisor
- He will have Justine spray Law Bldg and will be wearing PPE before entering building
- Housekeeping only cleans in Adult Probation area
- Is there another construction crew available if current one is quarantined?
- Have other companies been affected... Hittle, K Company?
- Scott said BOE will be sprayed after hours by maintenance

Commissioner Cameron reported that Cindy Rogers has a conference to go to Nov 16-18, 2020, but if COVID has gotten any worse, she would not be going.

Commissioner Cameron said Carl Rambo would like to come in.

The following legislation was now considered:

RES 20-0889 approve the establishment of new fund, number 065, which does *not* require approval of the State Auditor's Office, and line items as requested by Alma Tennent, for the Muskingum County Court.

ESTABLISH NEW FUND

Purpose of New Fund: To assist funding with specialized docket drug court.

Fund Number: 065

Fund Name: SP (Drug Court) Doc Pay Sub Gr 20-21

Department: 242-County Court

Award Amount: \$1,778.78

CFDA #: n/a

Function: Judicial

Grant #: n/a

Grant Period: 7-1-2020 to 6-30-2021

Grant Administrator: Tammy E Blake

Matching: No

Type: State

LINE ITEMS TO BE CREATED

Minutes for October 08 , 2020

Revenue:

Description	Fund	Dept.	Account Code
Revenue – SP (Drug) Doc Pay Sub Grant 20-21	065	000	409206

Expenditures:

Description	Fund	Dept.	Account Code
Salaries	065	242	501002
P.E.R.S.	065	242	502003
Worker’s Comp.	065	242	502009
Medicare	065	242	502001
Program Expenses	065	242	504024

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RES 20-0890 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners a Reimbursement Request for Pay Requests 7 and 8 for the Water Main Extensions to North Moose Eye, Lodge, Maplebrook, Nel-Da-Mar, Tammy, McKinley & Tavenner Roads payable to Muskingum County Treasurer in the amount of \$250,630.70 for reimbursement to the Muskingum County Water Department.(see attached) Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RES 20-0891 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Prosecuting Attorney, as requested by Mark Zanghi, Assistant Prosecutor.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID Expenses	001-105-503017	\$20,450.00

These funds will be used to renovate the restrooms located within our suite of offices as well as the restrooms located on the second floor lobby.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RES 0-0892 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Court, as requested by Alma Tennent, Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID-19 – Third Floor Restroom	001-242-503017	\$14,250.00
COVID-19 – Barrier Glass	001-242-503017	\$ 1,700.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RES 20-0893 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Coroner’s Office, as requested by Tiffany Beardsley, Administrative Assistant.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	001-457-501002	\$15,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Minutes for October 08, 2020

RES 20-0894 approve the line item transfer of monies within Fund Number 021 as requested by Candace Emmert, Executive Director, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
021-695-504329 Emrgcy Ser Assist	021-695-502004 Insurance	\$60,000.00
021-695-504329 Emrgcy Ser Assist	021-695-504001 Contract Services	\$25,000.00
021-695-504329 Emrgcy Ser Assist	021-695-504182 Foster Care Expenses	\$ 5,000.00
021-695-504329 Emrgcy Ser Assist	021-695-504376 MCCS/Custody	\$15,000.00
021-695-504329 Emrgcy Ser Assist	021-695-707001 Other Expenses	\$70,000.00
021-698-506001 Equipment	021-698-501002 Salaries	\$ 8,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RES 20-0895 approve the Supplemental Appropriation of Funds within Fund Number 105, for the Muskingum County Adult and Child Protective Services, as requested by Candace Emmert, Executive Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Adopt A Child Christmas	105-695-503001	\$2,400.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RES 20-0896 approve the Supplemental Appropriation of Funds within Fund Number 002, for the Muskingum County Dog Warden, as requested by Beth Iden, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Miscellaneous Expenses	002-502-507001	\$4,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RES 20-0897 approve the line item transfer of monies within Fund Number 001, Maintenance Fund, 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>
001-115-503001 Supplies	001-115-503017 COVID	\$25,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RES 20-0898 approve the establishment of new fund, number 161, which does *not* require approval of the State Auditor's Office, and line items as requested by D. Michael Haddox, Prosecuting Attorney for Muskingum County.

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.

<u>Fund Number</u>	161
<u>Fund Name</u>	20-21 Victim Criminal Account grant
<u>Department</u>	Prosecutor #405

Minutes for October 08 , 2020

Award Amount SVAA \$10,400.00/VOCA \$35,000.00
Function Public Safety
Grant Period October 1, 2020 through September 30, 2021
Grant Administrator Sacha Daniels
Type Special Revenue – State and Federal Grant

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	State Grant-OAG 161	000	409057	
	VOCA Grant-OAG	161	000	409060
	Advance In	161	000	414001
	Transfer In	161	000	414002
Expenditures:	Description	Fund	Dept.	Account Code
	Employees' Salaries	161	405	501002
	Medicare	161	405	502001
	PERS	161	405	502003
	Insurance	161	405	502004
	Advance Out	161	405	510001
	Supplies	161	405	503001
	Trainings	161	405	504110
	Dues	161	405	504130
	Transfer Out	161	405	510002
	Excess Local Share	161	405	550276

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

Motion carried.

RES 20-0899 approve the fund to fund transfer of monies for the Muskingum County Prosecuting Attorney as requested by D. Michael Haddox, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-105-501002 Employee Salaries	001-999-510002 Transfer Out	\$11,550.00
001-105-502001 Medicare	001-999-510002 Transfer Out	\$ 360.00
001-105-502003 PERS	001-999-510002 Transfer Out	\$ 3,500.00
001-105-502004 Insurance	001-999-510002 Transfer Out	\$ 5,000.00
001-999-510002 General Fund	161-000-414002 Victim Criminal Act	\$20,410.00

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

Motion carried.

RES 20-0900 approve the Supplemental Appropriation of Funds within Fund Number 161, for the Muskingum County Prosecuting Attorney, as requested by D. Michael Haddox.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	161-405-501002	\$24,450.00
Medicare	161-405-502001	\$ 360.00
PERS	161-405-502003	\$ 3,400.00
Insurance	161-405-502004	\$ 5,000.00

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

Motion carried.

RES 20-0901 approve the Supplemental Appropriation of Funds within Fund Number 028, for the Muskingum County Recorder, as requested by Cindy Rodgers.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
--------------------	---------------------	---------------

Minutes for October 08 , 2020

Village of Frazseys	191	375	504219
Administration	191	375	504300
Fair Housing	191	375	504332
Home Repair	191	375	504341

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RES 20-0905 accept recommendation of Beagle Hill Services, LLC for the lowest and best bidder for 2019 Home Septic Treatment System (HSTS) Grant as follows:

5615 Pleasant View Drive, Nashport	\$13,811
6995 Elm Street, E. Fultonham	\$ 1,500

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RES 20-0906 accept recommendation of ACE Septic for the lowest and best bidder for 2019 Home Septic Treatment System (HSTS) Grant as follows:

1200 Musselman Drive	\$14,696
----------------------	----------

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RES 20-0907 accepts Official Amended Certificate Number Twenty (20) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated October 02, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RES 20-0908 approve the line item transfer of monies within Fund Number 014 as requested by Peggy Taylor, Office Manager, Muskingum County Water Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
014-373-504100 Utilities	014-373-504001 Contract Services	\$100,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RES 20-0909 approve the appointment and re-appointment of the members of the Muskingum County Floodplain Board to be effective immediately for a three-year term under the direction of Ray Mennega, Floodplain Administrator. The members are listed as follows:

<u>Member's Name</u>	<u>Description on the Board</u>	<u>Term Expiration Date</u>
Dave Schweitzer	Agriculturalist....Owns and farms Land in an identified flood hazard area in an unincorporated area of Muskingum County	October 8, 2023
Joe Steiger	Soil Scientist....Resides in the unincorporated area of Muskingum County	October 8, 2023
Adam Dickerson	Environmental Health Director..... Muskingum County Health Dept.	October 8, 2023
Andrew Roberts	Executive Director.... Muskingum County Planning Comm.	October 8, 2023

Minutes for October 08 , 2020

Jeff Jadwin

Director...Muskingum County
Emergency Management Agency

October 8, 2020

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RES 20-0910 authorize Cindy Rodgers, Muskingum County Recorder, to attend the Ohio Recorders' Association 94th Annual Winter Conference to be held at the Hilton Columbus at Easton beginning Monday, November 16th and running through Wednesday, November 18th. Estimated cost: \$195.21 (*see attached*)

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

Commissioner Cameron mentioned that Commissioner Porter said it makes more sense to give money to MCLS before the Moose Lodge, Eagles, Legion and VFW. Commissioner Crooks said can't money resources be spread around.

Commissioner Cameron said she called Mark Eicher about Carl Rambo.

- Denis and Gary were out there and surveyed
- Mr. Rambo said the only solution is for the County to buy his property
- Commissioner Cameron placed a call to Mr. Rambo and left a message to see if he wanted to come in on Thursday, October 22, 2020

Stan Lucas came in to discuss hiring a Field Operator. Tim Parrill gave 2 week notice.

- Commission Cameron said it is ok to post job with Pam on Tuesday.
- Will be posting second job for Supervisor on Thursday

The following resolution was considered:

RES 20-0911 approve the posting of the position of Field Operator for the Muskingum County Sewer Department. Rate of pay posted at \$16.00 - \$17.50 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.

Commissioner Porter asked about the letter received regarding the Bart Nelson mediation or investigation.....who provides the information?

Marlee Gibson called to say that she loved the light up sign that EMA let them use. It had to be returned, but Shelly & Sands will let them use one that they have.

Commissioner Cameron asked Commission Porter if he could call Denise at Chase Bank and have her call Mark Zanghi or Bud Chess regarding the ownership of the bank property at 5th and Main St.

Commissioner Porter asked what happens to session minutes after they are recorded.....do they get deleted? Commissioner Crooks said they are still there for Commissioners. Public request is available for 90 days.

Minutes for October 08 , 2020

Commissioner Porter said old system was taped over after 6 months. Commissioner Crooks said they are all on flash drives.

Commissioner Porter suggested Corrie, Record's set up a meeting with storage companies and the Commissioners to discuss digital scanning and storage space.

- What boxes and how many boxes need digitalized to free up storage space
- Commissioner Porter asked what does scanning have to do with COVID
- Commissioner Cameron said it creates no touching of paper or boxes
- Commissioner Porter stated Corrie said there is a lot to consider on scanning
- Commissioner Cameron asked why are we not scanning and Commissioner Porter said there has been some scanning
- Storage is still a problem with retrieval and digital per Corrie
- Commissioner Crooks said a plan needs in place-look at other counties & see about using CARES money
- Commissioner Porter called Corrie to meet with the Commissioners and storage company on Thursday, October 14, 20 or Monday, October 19, 2020...asked her to set up the time

Commissioners returned a call to Don Palko, Sugar Grove Rd regarding dead trees that the County needs to cut down. County has cut 10%-20%, but they need to come out and complete.

- Commissioner Cameron said she contacted Matt Russell and they will be out next week to look at the trees
- Commissioner Porter said the 1st step is to identify right of way to see who owns the trees
- Commissioner Porter placed a call to Engineers to get right of way width

Commissioner Cameron suggested making a Certificate of Appreciation for Doug Hobson for his work in the distribution of the donated food boxes.

Commissioner Cameron received an e-mail from Ohio Department of Taxation projection for Muskingum County sales tax – 1.3 million in 2019 and 1.4 million in 2020.

Commissioner Cameron asked how the CARES ACT money should be used.

- Commissioner Porter asked about the request from Mayor Mason to give the Moose Lodge money.
- Commissioner Crooks stated that Corey Hamilton said Mayor Mason is giving Elks, VFW and American Legion each \$10,000 and wondered if County would considering giving to the Moose Lodge.

Commissioner Cameron said the MCLS would like a letter of support, no cost to County, for grant money.

- Would provide money to purchase hotspots for Duncan Falls and Roseville area
- Commissioner Porter would like it expanded to other areas
- Commissioner Crooks would like to see the money spent more broad based and provide financial support for those quarantined

Commissioner Cameron asked if the Moose Lodge shouldn't at least have to apply or ask for the money.

Minutes for October 08 , 2020

- Commissioner Crooks said the Mayor is doing outreach to see who needs help....Commissioners could do that also.....How do you reach out and to whom?
- How do you handle the ones in the future with COVID when this money has run out... Commissioner Crooks said the goal is to help those impacted
- Commissioner Porter has asked several people if they know anyone who has lost their job due to COVID and the answer was no
- Cory said social workers would identify those in need
- Commissioner Porter said a lot of people would benefit from the MCLS
- Should there be an announcement for those who need help
- Concerns on what the guidelines should be

Stacy Russell called concerning the letter of support for MCLS.

- Will check into getting more areas involved
- Explore expanding the hotspots throughout the County

Commissioner Porter said the right of way for Sugar Grove is 40 ft.

Commissioner Crooks asked what case can be made for providing CARES ACT money.

- Send proposals as to what money would be used for
- Time limit for request
- Simple is better on the request form
- Put same message out there- if you have a request, send it in
- How has COVID impacted you

Erin, T.R. reporter, provided the name of Amista Lipot, she informs entities on how the CARES ACT money can be spent

- Schools and center for seniors should get help
- Sheriff receives a lot of CARES funding
- Commissioner Cameron suggested paying Sheriff's payroll budget with COVID money and put budgeted amount back to General Fund
- Commissioner Porter asked what happens when CARES money is gone.....falls back on the individual entity.
- Commissioner Porter said make that Plan B so at least there's a plan
- Commissioner Crooks said schools could use the help
- Try to announce by next week how much will be out there available per entity

On Thursday Commissioner Cameron would like for Pam Davis and Debbie Irwin to come in to discuss their positions. McKenzie was asked to turn in a resume.

Commissioner Crooks asked if there was going to be a decision on the cats.

- Commissioner Cameron said the County has done their part with the dogs
- Commissioner Porter suggested they partner with someone to help them
- Commissioner Crooks said everyone has different opinions
- Commissioner Porter said nothing in Revised Code to help with cats

Minutes for October 08 , 2020

- Commissioner Crooks asked what amount Commissioner Cameron would consider....Dogs are our dogs and we have to take care of them, but the cats are not
- Commissioner Porter is a no to fund cats

With no further business being before the Board, the meeting was adjourned at approximately 1:20 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.

