

# Minutes for October 13, 2022

Commissioners Present: Crooks, Porter, Cameron  
Staff Present: Susan Reese  
Visitor: John Furek

**RES 22-1007** Meeting was called to order at 10:00 a.m. on the motion of Commissioner Crooks and the second of Commissioner Porter.  
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

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

Commissioner Porter reminded the Board that he has a 2:30 p.m. Records Commission Meeting today.

Commissioner Crooks noted an email from Stephanie Spencer, Chief Administrator to the County Auditor, addressing a check from the City of Zanesville for Heroes Landing, however, they made the check payable to the Prosecutor's Office. Stephanie explained how to get the money to where it needs to be. All were in agreement.

The Clerk reported that the City has paid their portion of the Lorena insurance.

The following legislation was now considered:

**RESOLUTION 22-1008** authorize Mollie S. Crooks to sign Pay Application Number Six on behalf of Muskingum County Commissioners for the Zane Trace Road, Zane Grey Road, South Cove Lane, Southern Road, West Union Road, Sundale Road, East Wheeling Road, Flat Lane, and Peach Lane, Water Main Extension. Pay Application Number Six is for \$282,384.58 (see attached)

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

**RESOLUTION 22-1009** approve the fund to fund transfer of monies for the Muskingum County Commissioners as requested by Beth Iden, Deputy Clerk, as follows:

**FUND TRANSFER OF MONIES**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-114-504001	053-102-504001	\$20,000.00
Economical Develop. Contract Serv.	Kennel Bldg Contract Serv	

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

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**RESOLUTION 22-1010** authorize the Mid-East Ohio Building Department to refund building permit fees to Sandra Shannon, 987 Claycraft Rd, Columbus, Ohio 43230 for PA#17502 for Edward Jones Sign in the amount of \$423.27 due to the sign being exempt from plan approval. The request was received from Jason Baughman, Chief Building Official. Motion made by Commissioner Porter, seconded by Commissioner Cameron.  
Roll call: Crooks, aye; Porter, aye; Cameron, aye Motion carried.

**RESOLUTION 22-1011** approve the fund to fund transfer of monies for the Muskingum County Engineer's Office as requested by Mark Eicher, Engineer, as follows:

**FUND TRANSFER OF MONIES**

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>
009-368-510002-Transfer Out	142-000-415999-Transfer In	\$9,182.79

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-1012** approve the award of bid to Beagle Hill Services LLC in the amount of \$50,015.00 for repair/replacement of septic systems for 1304 Jackson Street, 912 Curtis Street, 926 Keen Street, 1117 Keen Street for the Muskingum County Community Development Department.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1013** approve the award of bid to J.A. Burke in the amount of \$60,061.00 for repair/replacement of septic systems for 397 Mound St., 210 Locksmith Lane, 3240 Dillon Falls Rd, 1430 Jackson Rd for the Muskingum County Community Development Department.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-1014** accepts Official Amended Certificate Number Twenty Seven (27) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated September 28, 2022.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1015** accepts Official Amended Certificate Number Twenty-Eight (28) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated September 30, 2022.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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**RESOLUTION 22-1016** approve the Supplemental Appropriation of Funds within Fund Number 056, for the Muskingum County Engineer's office, as requested by Mark Eicher, Engineer.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
SIB Loan Principal Philo Bridge	056-801-508005	\$662.54
SIB Loan Interest Philo Bridge	056-801-509015	\$388.60

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1017** authorize the Mid-East Ohio Building Department to refund building permit fees to Mikaela Mroczkowski in the amount of \$220.00 due to this type of project does not fall under the Ohio Building Code. The request was received from Jason Baughman, Chief Building Official.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-1018** approve the line item transfer of monies within Fund Number 037 as requested by Tiffany Beardsley, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
037-461-511300-Other Expenses	037-461-511100-Contract Services	\$247.50

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1019** approve the Supplemental Appropriation of Funds within Fund Number 089, for the Muskingum County Auditors office, as requested by Stephanie Spencer, Chief Administrator.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Interest payment- Debt	089-801-509001	\$1,211.70

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-1020** authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number One for the Twin Hills Drive, Helen Drive, Edward Circle Water Main Extension for Zemba Brothers in the amount of \$156,347.07. (see attached)

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1021** approve the Supplemental Appropriation of Funds within Fund Number 137, for the Muskingum County Water Department, as requested by Peggy Taylor.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Service	137-373-504001	\$79,794.08

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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**RESOLUTION 22-1022** approve the Supplemental Appropriation of Funds within Fund Number 014, for the Muskingum County Water Department, as requested by Peggy Taylor.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
New Water Well	014-373-504225	\$250,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 22-1023** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Sheriff's Department, as requested by Matthew J. Lutz, Sheriff. In 2022, all sworn officers are required to complete 24 hours of state-mandated training. The attorney General's Continued Professional Training (CPT) Pilot Program covers up to half of the salary costs incurred during the required training. Payment has been received from the state of Ohio for salary expenses associated with the 2022 CPT Pilot program. The amount has been paid into the General Fund. Requesting appropriations for the same amount in Employee Salaries line item to offset the costs incurred throughout the year for these mandated trainings

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	001-458-501002	\$26,694.24

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

**RESOLUTION 22-1024** approve the posting of the position of RN part time/on-call position for Rambo Memorial Health Center. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

There was brief discussion about an email exchange yesterday regarding the jail and the possibility of sales tax implementation.

- Commissioner Porter found it surprising that it included how to do the tax increase and a sample resolution
- Commissioner Cameron asked first of all doesn't it have to be passed by two out of three Commissioners
  - Commissioner Porter said, yes, majority, which scares him to death

Commissioner Cameron suggested in the email that this discussion (email) would be better if it were in session.

- Commissioner Porter said he knows that the Prosecutor's office feels differently, but this is still a violation of the Sunshine Law

Commissioner Porter gave an update from the Solid Waste Executive meeting yesterday.

Kyle Dunn, Community Development Director came to present his 2023 Budget for discussion.

Eric Reed, ARPA Compliance Officer, came to update the Commissioners.

- Avondale
  - HUD grant submitted

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- Lighting project should be completed this week
- Projects Timelines
  - EDA and EPA apps for Weber Lift Station and Licking View Sewer
    - Hopeful to have answers by the first of next year
- Board of Elections
  - Eric relayed the Commissioners response to their request
    - Marley will discuss further with the Commissioners during her Budget meeting
- Carr Center
  - Eric talked with Becky Clawson, Director. They are looking to expand their facility by purchasing property across the street; parking and possible playground; asking if there is any grant money available
    - Becky will also talk with Kyle Dunn, Community Development
  - Commissioner Cameron asked Eric if the Carr Center is selling the building that Heroes Landing is in or continuing to rent it to them
    - He will ask Becky
- Literacy Council
  - Request for the Dolly Parton Imagination Library
    - \$45,000
- Fairgrounds
  - Display Boards
    - Fair Board has approved the two display boards for the Junior Fair Building
      - Gail Deitrick and Jerry Miller confirmed
    - The Fair Board is asking for additional display boards
      - Hog barn – 4'x 6'
      - Lamb barn – 3'x4'
      - Goat barn – 3'x4'
        - Commissioner Porter finds it amazing that if we request something, like backs on the bleachers, it's no. It's always their way or no way.
        - There has never been a display board in the goat or sheep barn. There was one in the hog barn, but it got tore up.
        - Commissioner Cameron's thought is that this would be helping the 4-H advisors and kids
    - Commissioner Porter ask if they have a plan to take them down and put them back up so they don't get destroyed
      - Eric said that Gail mentioned that they would take them down
    - Commissioner Porter said it is his understanding that this was not a Fair Board request
      - He'll have to give it some though
    - Eric thinks it's important to remember that the we are going from 32 sf on the Junior Fair Building to 48sf and the goat

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barn is within 30 steps of the Junior Fair Building and the lamb barn is not much farther away

- Commissioner Porter added that all the information they need to know comes from the Junior Fair Office

- The next ARPA project report is due in two weeks

Don Madden, Projects Manager and Stan Lucas, Sewer Department Manager, came to talk to the Commissioners about a request they received.

- A developer is interested in apartments on a site on the corner of Ridge Road and West SR40
  - 1.3 miles from the closest sewer tap
    - Force Main – Developer’s responsibility
    - Gravity feed – County serving other homes (50-60) not including potential development
      - There has been no request or petition for sewer in this area
        - If sewer is installed, residents within 200 feet are required to tap in
      - Stan has no issue with the developer installing a force main
      - Commissioner Cameron noted that would be a huge burden for 50-60 residents to take on in Mt. Sterling
      - Commissioner Porter noted that people in Sonora didn’t want sewer installed either; it put hardship on them
        - Don said that he was told in EPA meetings that we could do it the nice way or the hard way
      - Stan said that there is still opportunity to install gravity feed if the need would arise in that area
    - All agreed to allow developer to install force main

The Clerk distributed the 2023 Holiday Schedule from Pam Davis, Human Resources, for the Commissioners review.

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

There was discussion regarding an email from the Director of the Muskingum Valley Educational Service Center.

- He reported that the trash over the weekend was not taken out

Jason Baughman, Chief Building Officer, Muskingum County Building Department, came to meet with the Commissioners to discuss his 2023 Budget.

He also discussed new employment of Electrical Inspector.

- He has not had any applicants for the position and feels that increasing the hourly wage could help.

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Stan Lucas, Sewer Department Manager, came back in to clarify the latest Amended Certificate that Commissioner Porter read to Stan indicating that there was nearly \$7 million in the Sewer Department fund.

- Stan talked with Stephanie Spencer in the Auditor's office who explained
  - Unencumbered balance as of January 1, 2022 is \$2.7 million
    - As of today the balance is \$1.9 million
  - \$4.9 million is estimated revenue which equals his annual budget

There was discussion regarding the Commissioners' 2023 Budget. It was agreed to just move the June/July numbers to the 2023 request column.

Commissioner Porter reported that he has heard no further word on the Soldiers and Sailors parking lot.

Commissioner Porter said that he has heard that the Clean Face project is on hold until the first of the year. Commissioner Cameron said that she had asked Eric about it knowing that he had offered to take care of the project.

A call was placed to Sheriff Lutz regarding his question about the Board of Elections.

- He wanted to make the Commissioners aware that the Board of Elections is concerned about having security during early, in-person voting until the election
- ORC says Sheriff AND Police will provide protection to the Board of Elections
  - The City has traditionally had someone posted at the Board of Elections as a security deterrent
  - They sent the sign-up sheet down and it came back with only six spots filled out of 20-25
    - The Director of the Board of Elections, Marlee, called the Sheriff asking him to help get it filled
    - The Sheriff said he can get the spots filled, but won't do that without letting the Commissioners know; he's already pushing his overtime budget; would be six hours of overtime each day
  - During an election day, the County Sheriff covers 18 precincts and the City Police covers four
  - Marlee has a meeting scheduled with the City Police Captain and will let the Sheriff know what they plan to do
  - Marlee said she does have money in her budget for the security

Commissioner Cameron asked the Sheriff how many inmates are currently in the County jail.

- As of Tuesday evening, 118; 23 females
  - 112 of those are pre-trial detainees
  - Believes that the prison system is taking more and quicker
- Commissioner Cameron confirmed that we are to use the October figures for the grant application
- The Sheriff would like to host an informational gathering meeting
- Does a Jail Committee meeting need to be advertised, is it a public meeting

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Robert Moore, IT Director, came to let the Commissioners know that he plans to suspend the Google accounts, which will back-up the data that's on Google.

Commissioner Cameron reported that Jennifer Shuey texted her today and asked if there is anything that they can be doing for us.

- Commissioner Cameron asked if maybe they could price what a smaller jail would cost
- Jennifer said that Eric Ratts has asked her to stay involved
- Jennifer also asked for the jail grant applications that the Sheriff had from Harrison and Coshocton counties
  - The Clerk forwarded them to her

Commissioner Porter left at 2:23 to attend the Records Commission meeting.

Commissioners Crooks and Cameron had discussion regarding members to appoint to the Opioid Committee.

It was decided to plan an Opioid Committee meeting for November 10; 9:00 a.m.

It was also decided to attend the Pearl House Open House at 10:00 a.m. on Thursday, October 27 and begin session at 10:30 a.m.

Commissioner Porter returned from Records Commission and proposed the following:

**RESOLUTION 22-1025** authorize and approve the purchase of five additional display boards for the Muskingum County Fairgrounds' barns; Horse, Sheep, Goat, Chicken and Rabbit.

The display boards will be 3'x4' in size with satin finish and rubber backing. The cost of each board will be \$415.33 for a total of \$2,076.65, plus shipping, to be paid from Economic Development; Capital Improvements – 001-114-506040.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll Call: Crooks, not voting; Porter, aye; Cameron, aye. Motion carried.

**RESOLUTION 22-1026** accept and approve Holiday Schedule for 2023 as presented by Pam Davis, Human Resources.

Martin Luther King Day	Monday, January 16, 2023
President's Day	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth Day	Monday, June 19, 2023
Fourth of July	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day After Thanksgiving	Friday, November 24, 2023
Christmas Eve & Christmas Day	Monday, December 25 and Tuesday, December 26, 2023
New Year's Eve & New Year's Day	Monday, January 1 and Tuesday, January 2, 2024

Motion made by Commissioner Porter, seconded by Commissioner Cameron.



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

Motion carried.

Commissioner Cameron said that there has been a comment about the properties that the Prosecutor's Office seizes as forfeited drug properties in regard to past due utilities.

- Commissioner Cameron thinks the County should be paying the utilities bills when we take over the property
  - Commissioner Porter said he agreed, but we should not be responsible for delinquent bills prior to the County inheriting the properties
    - All agreed to be paid from the Commissioners' Utilities line item
- Commissioner Porter would like to have a meeting with the City, the Prosecutor and the Commissioners regarding the forfeited properties

Commissioner Cameron moved to accept and approve the minutes of the October 03, 2022 session. Commissioner Porter seconded.

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

Motion carried.

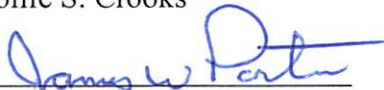
Commissioner Cameron moved to accept and approve the minutes of the October 06, 2022 session. Commissioner Porter seconded.

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

Motion carried.

With no further business being before the Board, the meeting was adjourned at approximately 3:52 p.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.

  
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Mollie S. Crooks

  
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James W. Porter

  
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Cindy S. Cameron

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