

Minutes for October 29, 2020

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

RES 20-0972 Meeting was called to order at 9:00 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.

Pam Davis, Human Resources, Debbie Irwin, Benefits Administrator, and Kenzie Hill, Assistant, came to see the Commissioners to discuss the Yearly Analysis for the annual Insurance Renewal.

- Employee premiums are based on claims cost
- County pays all administrative fees
- County pays 80-85% of premium costs

In discussing the Stop Loss, they presented many options

- Pam and Debbie feel the \$160,000 is the most reasonable option

Pam also presented the PowerPoint Presentation for this year's Open Enrollment

- Elected Official and Department Head meeting November 9
- Open Enrollment November 10-23
- All employees will be required to complete re-enrollment
- Penalty for Well Living non-compliance is 20% of the single employee contribution

The following legislation was now considered:

RESOLUTION 20-0989 agree to setting Stop Loss at \$160,000 for the year 2021 for Muskingum County Insurance.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

The Commissioners met, via GoogleMeet, with Linda and Ray Hoetger representing the organization "ZERO-The End of Prostate Cancer".

- The Commissioners presented them with a proclamation recognizing Prostate Cancer Awareness Month
- Linda made the Commissioners aware of Governor DeWine signing a bill to have ZERO The End of Prostate Cancer License Plates.
- 150 email signatures of intent to purchase are needed for the BMV to produce them

The Commissioners talked with Kelly Ashby, Chamber of Commerce, about Miracle on Main Street.

- There will be no gathering this year due to COVID-19
- There will, however, be lights and decorations
- There will also be virtual events and a Storybook walk that families can participate on their own

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- The media will be doing a variety of interviews making people aware of the behind the scenes
 - County Maintenance and Dan Long were suggested
- Will encourage families to ride in their cars to view lights and decorations
- Festival of Trees – folks that have purchased in the past will be invited by appointment to view
 - There will be no public viewing
 - WHIZ will be displaying entries on TV

All were in agreement with this plan

- Commissioner Cameron will talk to Scott Lee, Facilities Supervisor, about interviewing about the lights around the Courthouse
- Commissioner Porter also suggested talking with Dan Long about the Courthouse lights and how they work behind the scenes

Shawn Johnson of the Engineer's office came to discuss the progress at the new Adoption Center site. Bryan Catlin, Dog Warden, was also in attendance. The local media was also present.

- Building pad excavation is complete
 - Shawn is confident in the pad
- Contractor expected to start foundation next week
- The pre-fab structure is expected December 16
- Shawn has met with Stan Lucas, Sewer Department Manager, on site a couple of times
 - They have the holding tank in place
 - This was not part of the original plan
 - He and Stan thought it was the last line of defense for any filtration before it goes down the line
 - This was installed Tuesday
 - Shawn will contact the Water Department to see when they want to bore for the water line
 - They will probably bore under the parking lot
- Contractor to start conversation with gas company
- There is question about who will be doing trenching for AEP line
 - Stan has volunteered that he would be willing to do that
 - Contractor had that in his bid; \$2,000
 - Stan said it would be worth \$2,000 to him to let the Contractor to do it because of where it is
 - Contractor will be talking with AEP to mark it out
 - Shawn will put Stan on hold for now; agreed to let Flecto work with AEP
- Pat Kelly gave the Notice to Proceed to Flecto October 22

A call was placed to Pat Kelly; he was not available so Michael answered some questions

- They are still working and waiting to complete estimates
- The Commissioners also need to determine the color for the exterior metal

Pat Kelly returned the Commissioners' call

- There was brief discussion on the exterior color
- Completion date is January 31 with \$500 a day charge to the Contractor every day after

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Shawn asked what the Commissioners would see as his/Engineer's Office role moving forward on this project.

- Commissioner Porter suggested Shawn help with inspecting, etc
- Shawn is willing to do that
 - He will present any and all changes to the Commissioners
 - He will review invoices to make sure they are accurate according to the work completed and pass them on to the Commissioners for payment

It is Shawn's understanding that the bid specs had Pat Kelly handling the decision/need for any soil testing

- Pat has a proctor for soil compaction testing
- The Contractor is to contact Pat when they dig the holes for the footings to call him and he'll come out to do the proctor

Shawn is going to ask the Contractor about additional drains in the building

Bryan Catlin, Dog Warden, stayed after the meeting with Shawn at the Commissioners' request. Bryan was asked about WHIZ's complaint about the smell at the kennel.

- Bryan said it was because of the exhaust from the holding tank when cleaning
 - The holding tank is pumped twice a year
 - They shouldn't have this problem at the new facility because they will be gathering the solids before cleaning the kennels
 - Bryan indicated that the pipe from the holding tank was cut shorter and he thinks it's made the smell worse

He was also asked about Pet of the Week with WHIZ

- WHIZ has asked that they come to the station for the interview
- It seems that no one really wants to do the interview and sometimes is not prepared
 - Bryan said that could be because of last minutes changes of the dog
 - Doug McQuaid usually does the interviews
 - It was agreed that it looks more professional if a Warden does the interview

Bryan was also asked about vetting...are they caught up on spays and neuters?

- They are calling the vets to get appointments, but the vets are still behind because of COVID regulations
- They have been working with Muskingum Valley Veterinarians
 - They are three to four weeks out

There was discussion about communication with the Volunteers and postings on FaceBook

- Bryan said it comes down to the Volunteers not asking before they post anything

The following was then considered:

RESOLUTION 20-0973 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Officer, 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>
007-692-504401 TANF OMJ	007-692-504400 TANF	\$22,500.00
007-692-506001 PA Equipment	007-692-504400 TANF	\$17,500.00

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Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0974 approve the Supplemental Appropriation of Funds within Fund Number 088, for the Muskingum County Auditor, as requested by Michael Babcock, Chief Administrator

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID Reimbursements	088-103-501010	\$470,966.50

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0975 approve the line item transfer of monies within Fund Number 001 as requested by Michael Babcock, Chief Administrator, Muskingum County Auditor, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-103-504001 Contract Services	001-103-503017 COVID	\$13,250.00
001-103-504001 Contract Services	001-103-506001 Equipment	\$ 2,850.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0976 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk, Muskingum County Maintenance, 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	001-115-504001 Contract Services	\$6,500.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0977 accepts Official Amended Certificate Number Twenty-Three (23) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated October 16, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0978 approve the fund to fund transfer of monies for the Muskingum County Auditor as requested by Michael Babcock, Chief Administrator, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510003 General	044-000-414002 Records Bldg Debt	\$83,750.00
001-999-510003 General	119-000-414002 Ag Society Debt	\$31,425.00
001-999-510003 General	058-000-414002 JFS Renovation Debt	\$56,568.75
001-999-510003 General	188-000-414002 Underwood Bldg Debt	\$18,756.40

These transfers are to meet debt service obligations due 12.01.2020.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0979 approve transfers of monies from and to various funds for the Muskingum County Auditor as requested by Michael Babcock, Chief Deputy, as follows:

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FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
013-372-51003 Sewer	067-000-414002 East Musk Sewer	\$ 70,747.64
013-372-51003 Sewer	040-000-414002 Falls Sewer	\$ 88,975.00
013-372-51003 Sewer	124-000-414002 Ash Meadows	\$ 5,966.70
013-372-51003 Sewer	190-000-414002 North Extension	\$ 15,675.00
013-372-51003 Sewer	126-000-414002 Sewer Imp Bonds	\$ 91,447.63
013-372-51003 Sewer	061-000-414002 Wastewater Treatment	\$618,811.34
013-372-51003 Sewer	179-000-414002 Sewer USDA Refy	\$276,827.50
014-373-51003 Water	178-000-414002 Water Debt	\$504,821.12

These transfers are to meet debt service obligations due 12.01.2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0980 approve the fund to fund transfer of monies for the Muskingum County Lorena as requested by Michael Babcock, Chief Administrator, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002 Transfer Out	196-000-412002 Lorena Transfer In	\$2,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0981 accepts Official Amended Certificate Number Twenty-Four (24) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated October 22, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 20-0982 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>
001-102-504002 Professional Services	001-102-503017 COVID-19	\$10,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 20-0983 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Officer, 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	007-692-504172 PA PSCA CONT	\$20,000.00
007-692-504007 PA Repairs	007-697-504172 SS PSCA CONT	\$40,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

Motion carried.

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RESOLUTION 20-0984 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Records Center, as requested by Corrie Marple, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment	001-109-506001	\$173,415.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0985 approve the line item transfer of monies within Fund Number 132 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>
132-458-506001 Equipment	132-458-504001 Contract Services	\$20,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0986 approve the Supplemental Appropriation of Funds within Fund Number 180, 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>
Engineering Fees	180-373-504013	\$225,000.00
Land	180-373-506030	\$ 41,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 20-0987 accept the resignation, for reason of retirement, of Teddy Michel, Office Clerk for the Muskingum County Commissioners. Effective date of retirement will be February 28, 2021.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

RESOLUTION 20-0988 approve and authorize the execution of the Agreement to Provide Professional Consulting Services by and between Maximus Consulting Services, Inc., and the Board of County Commissioners of Muskingum County, Ohio for a three year term, effective January 1, 2021 until June 30, 2024, at \$12,000 per year.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RIGHT-OF-WAY PERMIT SIGNED:

**Artex Energy Group, LLC; Marietta, OH
Meigs Township; Rural Dale Road
Boring to install 4" underground pipeline
Begin October 23; One day completion**

Commissioner Crooks moved to accept and approve the minutes of the October 26, 2020 session. Commissioner Porter seconded.

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

Motion carried.

The Commissioners were invited to a phone conference at 3:30 today with Sharon Parker and Matt Perry of Genesis regarding utilizing the County's CARES Act money.

There will be a call tomorrow regarding educating the community on the seriousness of virus and decreasing the spread.

The Sheriff left estimates for computers for Sheriff Cruisers.

- Does that qualify for CARES funding
- He was asked to check with other counties and funding

There was discussion regarding security for County Court and Prosecutor's offices.

- Judge Vinsel said that is up to the Commissioners
- Wendy from Domestic Court sent cost of their security officers
 - She said they are not considered auxiliary
- Sheriff Lutz said he will ask John Deal to get figures together for security
- Sheriff will also check into one of the Courthouse Deputy's absence

Commissioner Cameron reported that she talked with Greg Orofino and gave him information about the Convention Facility Board position.

- He got back to her and said he appreciated the offer, but now is not the best time for him because of other things he has going on

Commissioner Cameron mentioned that she thought the Board should visit Kenzie's employee status.

- She is past working as an intern and is not earning vacation or sick time

Commissioner Crooks shared with the Board a draft of a checklist for the CARES Grant Applications.

- Kenzie is setting up a spreadsheet to track applications

There was discussion regarding the CARES Act Grant review committee.

- Commissioner Cameron feels there should be someone that knows the CARES Act funding "rules" on the committee – someone from the Auditor's Office that works with it daily, perhaps

Commissioner Cameron left session at 1:30 p.m. for a meeting.

There was continued discussion regarding the CARES Application Review Committee.

- Commissioner Crooks said she is hoping to fund as many applicants that meet the criteria, as possible
- Commissioner Porter hopes that everybody gets something
- Commissioner Porter asked how it would be handled if the Committee needs additional information from the applicant
 - They will be contacted one time to be given the opportunity to provide the needed information

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- Commissioner Crooks said she talked with Dana Matz regarding businesses hurt the worst during the pandemic
 - He said Kelly Ashby's budget was hit hard and asked about CARES money for the Lorena
 - Commissioner Porter said Lorena still charged passengers to ride

The Commissioners discussed a letter from Mildred Teisinger of the Timber Run Grange.

- She had concerns with a large water bill for the Grange
- She does not think they used that much water
- A call was placed to Don Madden to clarify
 - He did talk with her
 - He suspicions that the water on a toilet stuck and they didn't know it
 - That would use about a gallon a minute
 - This happened in 2019
 - He did give her a discount on her bill
 - Their usage has been normal since
- Don said he would do whatever the Commissioners directed
- The Commissioners will discuss and get back to Don

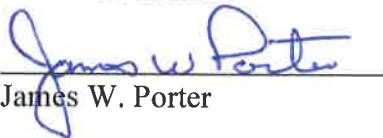
With no further business being before the Board, the meeting was adjourned at approximately 2:06 p.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.



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.