

Minutes for November 01, 2021

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

RES 21-1059 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

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

The Clerk reported that the 2:00 meeting has been cancelled due to an illness.

Commissioner Cameron asked about the updated schedule from Flecto on the Adoption Center construction that has a January 2 completion date.

- She would, at least, like to ask them about it to see if it could be sooner

Commissioners Crooks and Cameron updated Commissioner Porter on the Clean Face project.

- Fair Board members should review “wish list” at their November 9 meeting

Nate Burns, Maintenance employee, came to thank the Commissioners for his wage increase.

The following legislation was now considered:

RESOLUTION 21-1060 Authorizing the Muskingum County Prosecuting Attorney To Provide Legal Services to the Zanesville-Muskingum County Port Authority

WHEREAS, a port authority created under R.C. 4582.02 is authorized pursuant to R.C. 4582.021 to enter into an agreement with the prosecuting attorney for the provision of legal services; and

WHEREAS, a prosecuting attorney, with the approval of the board of county commissioners, is authorized pursuant to R.C. 309.09(I) to enter into an agreement for the provision of legal services with a port authority created under R.C. 4582.02 ; and

WHEREAS, the ZMCPA Board of Directors adopted a resolution on October 20, 2021 (attached) authorizing entering into an agreement with the Muskingum County Prosecuting Attorney for the provision of certain legal services; and

WHEREAS, the Muskingum County Prosecuting Attorney is agreeable to providing certain legal services to the ZMCPA;

NOW, THEREFORE, be it resolved by the Board of Commissioners of Muskingum County, Ohio that the Muskingum County Prosecuting Attorney is hereby authorized to enter into an agreement with the Zanesville-Muskingum County Port Authority, under such terms and conditions as may be mutually agreed upon between the prosecutor and the port authority, for the provision of certain legal services; and

Be it further resolved, that pursuant to R.C. 309.09(K), all money received pursuant to a contract entered into between the prosecutor and the port authority shall be deposited into the prosecuting attorney's legal services fund, which shall be established in the county treasury. Moneys in that fund may be appropriated only to the prosecuting attorney for the purpose of providing legal services to a under a contract entered into under R.C. 309.09(I).

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 21-1061 accepts Official Amended Certificate Number Thirty Three (33) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated October 22, 2021.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 21-1062 approve the fund to fund transfer of monies for the Muskingum County Water Department as requested by Peggy Taylor, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
014-373-510001	180-000-414001	
\$850,000.00		
Water Fund Advance Out	Southern Sundale-Advance In	

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

RESOLUTION 21-1063 approve the fund to fund transfer of monies for the Muskingum County Water Department as requested by Peggy Taylor, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
014-373-510001	154-000-414001	\$200,000.00
Water Fund-Advance out	Big B- Advance In	

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

RESOLUTION 21-1064 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-111-506001-Equipment-Info	001-111-503001-Supplies-Info	\$1,000.00

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

RESOLUTION 21-1065 approve the Supplemental Appropriation of Funds within Fund Number 183, 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>
Contract Services	183-375-504001	\$712,056.58

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

RESOLUTION 21-1066 rescind Resolution 21-1047 dated 10.28.2021, due to duplication.

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

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RESOLUTION 21-1067 rescind Resolution 21-1048 dated 10.28.2021, due to duplication.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

At 10:30 a.m. the following was considered:

RESOLUTION 21-1068 open bids for the sale of 333 Putnam Avenue.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Upon Mark Zanghi, Assistant Prosecutor, recommendation, the following was considered:

RESOLUTION 21-1069 reject one and only bid of \$28,501.00 for the sale of 333 Putnam Avenue.
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Auditor appraisal for that property is \$408,000; taxable value is \$142,980.00 – 35% of appraised value

- Commissioner Cameron would suggest public auction.
- Mark recommends setting a minimum and reserve the right to reject any and all bids

Commissioner Crooks reported that she got an inquiry from SEAT.

- They are looking for a building
- They've asked if something could be worked out with this building
 - We currently grant SEAT \$10,000 annually
- Mark Zanghi suggested renting, but raised the question of maintenance

11:00 a.m. Stephanie Spencer, Chief Administrator; Mark Zanghi, Assistant Prosecutor; Eric Reed, Compliance Officer and Ron Welch, Prosecutor met with the Commissioners to discuss ARPA monies.

- Eric's job is to determine if the request meets guidelines
- If resolution is passed it goes to Eric who then sends it to the Prosecutor who issues an "Opinion Letter"
 - Eric also includes statement defining Interim Final Rule
- Commissioner Crooks would like to see us address the request with a "How can we make this work" perspective
- Eric reported that he met with Perry Township Trustees Friday morning for about an hour
 - Helping them maximize their ARPA dollars
 - Mark said he is also willing to assist the townships
- Commissioner Cameron suggested offering meetings for the townships and villages to attend to learn more about ARPA funding and share ideas of ARPA spending
 - The Prosecutor offered their Conference Room

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- Stephanie discussed qualifications and reminded everyone that there are guidelines to consider about new buildings and renovations
 - In proving that the project is viable and within the parameter, the more documentation the better
- There was discussion regarding broadband
 - Spectrum/Charter, Ohio TT/Ohio GIG and AT&T have all asked for letters of support for grant monies
 - Support letters to all three stating consideration of support with use of ARPA funds upon proposal of successful bidder, contingent upon availability of ARPA funds
- It was noted that the cost of water projects will be increasing due to a significant increase in pipe costs
- Stephanie suggested that if the Engineer's office has storm water projects, those are ARPA eligible
 - Eric will touch base with Matt at the Engineer's office
- Commissioner Crooks asked Mark if the Engineering and Architect fees for Clean Face would be considered in the project as "one" project
 - Yes

Ron gave a general review from the Prosecutor's Office.

- Jail overcrowding
 - As many as 218 inmates
 - ODRC limiting transports
- Almost complete with Dwight Taylor properties
 - Two left to sell
 - Funds/proceeds are limited to drug related expenses
- John Kemp properties
 - 43 total properties
 - Prosecutor and City still in discussion
- 2021 felony cases could be 680-750

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

Don Madden, Projects Director and Eric Reed, Compliance Officer, came to meet with the Commissioners.

- Don reported that he talked with OMEGA regarding Weber Lift Station
 - We went through the right steps procuring engineering five years ago for Weber, but because of the time, they want them to be more specific; Weber Force Main
 - Don's concern is that it would make us ineligible for the EDA Grant
 - That is not the case; still eligible
 - Typically 20% match; engineering cost not eligible
 - Could go back and start from scratch; would be a delay
 - There is already a contract with Morgan Coast to do this based on five year ago information; \$162,000

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- Preliminary engineering is complete and ready to move forward
- Scope of project has also been changed
- Don is asking how to proceed
 - Commissioner Crooks would hate to see us add any more time to the project
 - Commissioner Cameron asked Commissioner Porter what he thinks...he replied "he's quit thinking"
 - Commissioner Cameron would agree, we'd hate to start over; Morgan's already done that much
- Don doesn't believe we will find a firm to do the final engineering for that price
 - Don will ask Morgan if \$162,000 is indeed his price

There was also discussion regarding the increase of pipe prices

- Nearly doubled
- Will definitely impact projects
 - Commissioner Porter said that in the contractor's world, the contractors get a kick back from the pipe companies and there was opportunity to negotiate some kick-back, too, it's common practice; that's contractors, we're government

Commissioner Crooks asked if the Water Department would be providing all materials, pipe and fittings, for the Clean Face project

- Don's initial intent was for the Water Department to donate the pipe and have the Fair Board purchase the fittings
 - That was Commissioner Cameron's understanding, as well
 - Fittings at cost using ARPA funds
 - That was Eric's understanding, also

Eric asked the Board what they want to do about broadband

- Commissioner Porter would suggest asking Mark Zanghi to prepare a letter of support to each of the three companies
 - All agreed

Commissioner Crooks asked if, for transparency, we put something on our website regarding the spending of the County ARPA funding.

- Eric suggested quarterly as federal reports are due
- No decision made

The Commissioners received and reviewed the Auditor's Monthly Fund Report for September 2021.

Pam Davis, Human Resources, came to meet with the Commissioners.

- Pam reported that the Center for Seniors has 14 applicants for Executive Director
- Pam presented a revised Administrative Leave Policy for the County
 - This revision has been visited because of an employee COVID exposure while on the job

The following was now considered:

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RESOLUTION 21-1070 accept and approve the update to the County Administrative Leave Policy – Policy 13.03, as presented by Pam Davis, Human Resources. Motion made by Commissioner Cameron, seconded by Commissioner Crooks. Roll Call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

Commissioner Porter asked Pam if the townships are following County Policy Handbook. She is not aware of any.

Pam reported on Jeremiah Hopstetter, Adult Program Employee at Recycling.

- His six month probationary period is up on November 7
 - Supervisor Mark Schneider has completed his evaluation and is very satisfied with his job performance

Human Resources and Benefits is preparing for Open Enrollment to be held November 8-17.

Robert will be asked to light the Courthouse red, white and blue for the week of Veterans Day.

Commissioner Crooks will send an email to Elected Officials and Department Heads to schedule their “Budget Talks”

- They are to contact the Clerk to schedule
- Allow ½ hour for each department

Eric came down to let the Commissioners know he talked to Jeremy Davis for APG Architects, about Clean Face.

- Jeremy would like to go look at the facility
- He is requesting stakeholders to be present, as well
- Jeremy is available November 10, 12 or the week of the 15th

Commissioner Crooks reported that she talked to John Graham

- He has put together a “wish list” to present to the Board at their November 9 meeting to finalize
- Eric will be the Commissioners’ representative at the meeting with Jeremy

Commissioner Porter said in talking to one of the Grounds Committee members, he understands they are not all on the same page

Pam sent over a complete, updated Administrative Leave Policy for the Commissioners review.

There was discussion regarding the Commissioners’ completing Employee Evaluations and scheduling a time for those.

- She assumes all Commissioners will work on them together
- Commissioner Cameron would suggest coming in early on session days to work on them, instead of scheduling another day. Then adding additional days if needed
- Commissioner Porter said it’s harvest time, he can get more done on the farm than he can in here
 - Commissioner Crooks said we’re trying to work out a time that works for everyone

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- She feels if you don't participate in the evaluation, you don't participate in presenting them to the employee
- It was decided to start working on the evaluations this Thursday at 8:00 a.m.

Commissioner Cameron moved to approve the minutes of the October 25, 2021 session with changes. Commissioner Crooks seconded.

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

Motion carried.

Commissioner Cameron moved to approve the minutes of the October 28, 2021 session with changes. Commissioner Crooks seconded.

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

Motion carried.

The Clerk shared an email from Shannon Bell at Rambo regarding purchases they would like to make for the Clinic; furniture and equipment

- Does not need Commissioner approval
 - But Commissioners do appreciate a heads up for large purchases
 - What fund will the monies be coming from?

The Commissioners will call Flecto Thursday about the Adoption Center timeline.

- Commissioner Porter reminded that a completion date was agreed upon with the agreement for the additional cost

Commissioner Porter had a comment about Welch and the John Kemp properties.

- Another fine example of the County and the City working together
 - No cooperation
- Commissioner Cameron is not sure what happened because they had somebody that was going to take over the receivership
 - Does this all stem back to when they wanted to put them in the City's name and the City said they didn't want those properties

With no further business being before the Board, the meeting was adjourned at approximately 3:56 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.


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.