

Minutes for November 06, 2023

Commissioners Present: Cameron, Bell, Crooks

Staff Present: Susan Reese

Visitor: Carlene Barnes

The Commissioners and Clerk attended a County Benefits Meeting at 8:30 a.m. at the EMA Office.

RES 23-1138 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.

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

Commissioner Cameron moved to approve the payment of bills, pending review.

Seconded by Commissioner Bell.

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

Commissioner Cameron moved to approve the payroll, pending review.

Seconded by Commissioner Bell.

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

The Commissioners received and reviewed the Auditor's October 2023 Financial Reports.

State Senator Al Landis and Jen Lynch of CBD Advisors came to meet with the Commissioners regarding State and Federal monies for the County Jail Project.

Eric Reed, County Administrator was also in attendance.

The Commissioners will prepare a priority list of projects that will have the biggest impact on Muskingum County (3-5 projects) for Senator Landis to start communications within the Senate. It was also recommended to meet with Representative Holmes.

The following legislation was now considered:

RESOLUTION 23-1139 authorize the signing of the title sheet for the construction plans for the Maysville Regional Water District Water Supply, Water Transmission Main project. This project will connect Muskingum County Water to Maysville Regional Water District and provide for Muskingum County to be the sole supplier of water to Maysville Regional Water District.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-1140 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 4 and the Ohio Water Development Authority Fund Payment Request for the for the Virginia Ridge, Irish Ridge, Duncan Run, Butterbean Ridge and Old River Road Project Contract One. Pay App 4 is to Stonegate Construction for \$489,022.01.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

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RESOLUTION 23-1141 approve the Supplemental Appropriation of Funds within Fund Number 001, 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>
Supplies & Other Expenses	001-115-503001	\$25,000.00
Contract & Services	001-115-504001	\$ 5,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1142 approve the line item transfer of monies within Fund Number 045 as requested by Crystal Brokaw, Clerk of Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
045-242-506001-Equipment & Maint.	045-242-501002-Employee Salaries	\$5,600.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-1143 approve the line item transfer of monies within Fund Number 069 as requested by Tom Smith, Fiscal Officer, MCJFS, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
069-692-501002-CSEA Salaries	069-692-504029-Purchase of Serv.	\$40,000.00
069-692-504202-CSEA Facilities	069-692-504029-Purchase of Serv.	\$70,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1144 approve the line item transfer of monies within Fund Number 021 as requested by Candy Emmert, Executive Director of Muskingum County Adult & Child Protective Services, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
021-695-502013-Travel & Training	021-695-504377-NA Foster Care	\$10,000.00
021-695-504311-Chaffee	021-695-504377-NA Foster Care	\$28,000.00
021-695-504325-Drug Testing	021-695-504377-NA Foster Care	\$10,000.00
021-695-504329-Emergency Serv Assis	021-695-504377-NA Foster Care	\$ 7,000.00
021-695-504393-Settlement Deduct.	021-695-504377-NA Foster Care	\$22,164.05
021-695-507001-Misc. Expenses	021-695-504377-NA Foster Care	\$20,200.00
021-695-502001-Medicare	021-695-502004-Insurance	\$ 2,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-1145 approve the line item transfer of monies within Fund Number 014 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>
014-373-507010-Refunds/Reim	014-373-504001-Contract Svc	\$25,000.00
014-373-504200-Capital Projects	014-373-501002-Contract Svc	\$25,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

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RESOLUTION 23-1146 approve the line item transfer of monies within Fund Number 001 as requested by Eric Martin, Judge for Probate Court as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-238-502004-Insurance	001-238-501002-Employee Salaries	\$1,400.00
001-238-502004-Insurance	001-238-504132-Subscription	\$1,000.00
001-238-506001-Equip & Maint.	001-238-504007-Contract Repairs	\$ 17.27
001-238-503001-Supplies & Other Exp.	001-238-504007-Contract Repairs	\$ 40.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-1147 approve the line item transfer of monies within Fund Number 118 as requested by Wendy Sowers, Clerk of Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
118-122-503001-Supplies & other Exp	118-122-501002-Salaries	\$5,400.00
118-122-503001-Supplies & other Exp	118-122-501001-Medicare	\$ 100.00
118-122-503001-Supplies & other Exp	118-122-502003-PERS	\$ 100.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-1148 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 1 and the Ohio Water Development Authority Fund Payment Request for the for the Virginia Ridge, Irish Ridge, Duncan Run, Butterbean Ridge and Old River Road Project Contract Three. Pay App 1 is to Mid Atlantic Storage Systems, Inc for \$20,516.00.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-1149 approve the line item transfer of monies within Fund Number 001 as requested by Wendy Sowers, Clerk of Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-248-502004-Insurance	001-248-501002-Salaries	\$10,000.00
001-248-502004-Insurance	001-248-502001-Medicare	\$ 100.00
001-248-502004-Insurance	001-248-502003-PERS	\$ 100.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-1150 approve the line item transfer of monies within Fund Number 001 as requested by Wendy Sowers, Clerk of Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-248-502013-Travel	001-248-503001-Supplies	\$437.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

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RESOLUTION 23-1151 approve the line item transfer of monies within Fund Number 001 as requested by Mark Schneider, Supervisor of Recycling , as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-371-506001-Equipment	001-371-507001-Misc. Expenses	\$273.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-1152 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the OPWC #1 for Shelly Company for paving of County Roads 71, 88, 653, 30, 704 & 652. Requested by Mark Eicher, Muskingum County Engineer. Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1153 accept and sign The Road Repair/Maintenance Agreement between the County, Townships & American Electric Power. Requested by Mark Eicher, County Engineer.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Pam Davis, Human Resources, came to meet with the Commissioners and the following was considered:

RESOLUTION 23-1154 acknowledge the resignation of Justine Bowman from the Muskingum County Maintenance/Housekeeping, to be effective November 17, 2023.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1155 declare an Executive Session at 11:53 a.m. for the purpose of discussing a Personnel Matter of the Muskingum County Housekeeping. This session ended about 12:16 p.m.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1156 approve the posting of the position of Full-time Housekeeper beginning at \$12.00 per hour. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

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

Jason Schaumleffel of Y-City News was present.

Danny Brenneman and Tom Smith of Muskingum County Job and Family Services came to discuss their 2024 Budget.

They also shared that they are experiencing HVAC issues at the Woodlawn location.

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- Approximately \$42,000 to replace one rooftop unit
- \$3,200 to repair unit
- Scott Lee was called in to discuss
- It was agreed to replace the unit

Robert Moore, IT Director, came to discuss his 2024 Budget with the Commissioners.

Commissioner Crooks reported that Carolyn Hughes, Humane Officer, was called by the Zanesville Police Department regarding a vacated house with 10-20 cats.

Eric Reed, County Administrator, came to update the Commissioners.

- CBD Advisors' update call
 - Friday, November 17; 9:00 a.m.
- LATCF
 - \$61,500 balance
- Jail
 - Allison sent ORC section, regarding soft costs...will review
- Meeting with Stan regarding In-House sewer projects
 - Scheduled for Thursday

Eric will be attending the Ag Breakfast tomorrow morning and meeting with APG Wednesday.

Commissioner Cameron said she would like to get back on track in doing business tours in Muskingum County.

- Eric and Susan will work on list/scheduling

A call was placed to Marlee Gibson, Board of Elections Director, regarding her request for the staff to work on November 10 and take November 22 off instead, as the State requires their office to be open November 10.

- She was asked if the State permitted their office to be shut down for an entire day
 - Marlee said, "yes"

Pam Davis, Human Resources, was called over to discuss Projects Department wages. The following was then considered.

RESOLUTION 23-1157 approve wage increase for Zackhery Forker, Assistant Projects Manager, Projects Department, to \$30.50 per hour to be retroactive to October 22, 2023.

ALSO BE IT RESOLVED, retroactive to October 22, 2023, Zackhery's hours will be split, per bi-weekly pay, as follows:

70 hours to Projects Department at the \$30.50 hourly rate

10 hours to Water Department as Plant Operator at the \$19.87 hourly rate

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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


Motion carried.

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With no further business being before the Board, the meeting was adjourned at approximately 3:54 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.


Cindy S. Cameron


Melissa J. Bell


Mollie S. Crooks

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