

Minutes for November 09, 2023

Commissioners Present: Cameron, Bell, Crooks

Staff Present: Beth Iden

RES 23-1158 Meeting was called to order at 9:30 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.

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

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

Seconded by Commissioner Crooks.

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.

Jason Schaumleffel and Tony Coury came to observe session.

Judge Maria Kalis and Wendy Roush, Domestic Court, came to discuss the 2024 Budget with the Commissioners.

The following legislation was now considered:

RESOLUTION 23-1159 approve the employment of Julie Carpenter, PRN,RN at a rate of \$21.00 per hour contingent upon passage of the pre-employment assessments. Requested by Shannon Bell, Executive Director of Rambo Memorial Healthcare

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1160 approve the line item transfer of monies within Fund Number 001 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>
001-117-504102-Utilities-Gas	001-117-504001-Contract Services	\$6,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1161 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number Five for the Norfield Road, Arch Hill Road, Knipe Road, Carr Road Water Main Extension. Pay Application Number Four is for \$64,393.72 to Muskingum Site Services. (see attached)

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

RESOLUTION 23-1162 authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees in the amount of \$283.25 for The Village of Roseville Municipal Building sign.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-1163 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Rail Crossing Permits for waterline from Genessee and Wyoming Railroad for the Maysville Regional Water District Water Supply – Water Transmission Main – Project. (see attached)

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-1164 authorize Cindy S. Cameron to sign the Contract Agreement with Zemba Brothers, for the Licking View Sanitary Sewer Project. (see attached)

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-1165 approve the decrease in Appropriations & Supplemental Appropriations within Fund Number 021 requested by, Candy Emmert Muskingum County Adult & Child Protective Services.

DECREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	021-698-501002	\$180,000.00
Medicare	021-698-502001	\$ 2,500.00
PERS	021-698-502003	\$ 25,000.00
Insurance	021-698-502004	\$ 21,000.00
Mileage	021-698-502013	\$ 6,300.00

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	021-695-501002	\$180,000.00
Medicare	021-695-502001	\$ 2,500.00
PERS	021-695-502003	\$ 25,000.00
Insurance	021-695-502004	\$ 21,000.00
Mileage	021-695-502013	\$ 6,300.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

Commissioner Cameron reported that Jason Baughman, Building Department Supervisor, said that the Animal Shelter will have to provide their request for waiving building fees in writing. He has not received any request, yet.

Discussion on the quote received from Judge Fleegle. He would like to order 2 portals for an e-filing system for Common Pleas Court. This will serve/allow Domestic to have its own portal, as Judge Kalis does not want the portals intermingled.

Stan Lucas, Sewer Supervisor, Jeremy Bowden and Eric Reed, County Administrator came to discuss Projects with the Commissioners.

- Contractor cost and in-house cost estimates for Moxadarla Sanitary Sewer Improvements,
- Contractor cost and in-house cost estimates for Maysville Pike Sanitary Sewer Improvements,

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The following legislation was now considered:

RESOLUTION 23-1166 approve ARPA funding of \$61,703.93 for the Maysville Sanitary Sewer Improvement Project (for materials only).

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1167 approve ARPA funding of \$73,088.86 for the Moxadarla Sanitary Sewer Improvement Project (for materials only).

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Eric Reed, County Administrator, presented his updates.

- He presented a MARCS radio invoice from Wayne Township Fire Department for the Commissioners approval in the amount of \$210.02. This will fulfill their MARCS radio allotment for their share of ARPA program established in June 2022.
- Eric reported that he had a meeting with Brian Addis and Jeremy Davis, APG. They will be the owner's rep for the jail project
 - Discussed funding rules
 - Evaluation committee and selection committee when it gets to that point.
 - Flow of communication
 - Brian will be the lead and this will be his only project
 - Brian wants to be completely involved in all aspects of the project
 - Brian will report after construction has started
- Eric contacted Kevin DeWine from CBD Advisors, about DRC jail funding.
 - Eric will provide updates to Commissioners when information is available
- Discussion on blighted properties in Cannellville.

Commissioner Bell will be attending the American Farm Bureau Federation in January.

Commissioner Bell reported that Transitions would like to come in and share their updates.

Mayor Mason sent a message regarding Aggregation and he had some thoughts about the levy not passing. Commissioner Cameron forwarded the message to Bob Snavely, Palmer Energy. The Commissioners will call to discuss.

Tony Coury left session at 10:39 a.m.

Bob Snavely, Palmer Energy, was called.

- Felt there needed to be more dialog with public
- The Aggregate video on the City web-site was shared on the County web-site.
- Once data from each precinct is collected, we will contact the townships to discuss the benefits of aggregation
- Aggregation provides group purchasing power and lower energy costs for the customers

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Jason Schaumleffel left session at 11:00 a.m.

Pam Davis, Human Resources, came to discuss CORSA Renewal

- Commissioners agreed to increase insurance coverage on the steer barn at the fairgrounds to appraised value

Pam gave updates on the Muskingum County Sewer department.

The following legislation was now considered:

RESOLUTION 23-1168 approve the posting of the position of full-time Field Operator, for the Muskingum County Sewer Department at \$16.50 - \$18.50 per hour and passing all pre-employment screenings. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

RESOLUTION 23-1169 hereby acknowledge the resignation of Jameson McCulley for the Muskingum County Sewer Department effective November 08, 2023.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

RESOLUTION 23-1170 declare an Executive Session at 11:13 a.m. for the purpose of discussing Union Negotiations pertaining to employees of the Muskingum County Sheriff's Office. This session ended about 12:05 p.m.

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.

Kyle Dunn, Community Development Director, came to session to provide updates.

The following legislation was now considered:

RESOLUTION 23-1171 hereby accept and sign

THIS AGREEMENT is entered into effective the 9th day of November 2023 by and between Muskingum County (herein called County) and the City of Zanesville (herein called City) to undertake a collaborative Analysis of Impediments (AI) Plan as required by the State of Ohio, Development Services Agency, Office of Community Development (OCD) and the U.S. Department of Housing and Urban Development (HUD).

WHEREAS: The Federal Fair Housing Act of 1968 made it illegal to discriminate in the area of housing because of a person's race, color, religion, or national origin. Sex was added as a protected class in the 1970's. In 1988 the Fair Housing Amendments Act added familial status and disability to the list, making a total of seven federally protected classes.

WHEREAS, Provisions to affirmatively further fair housing are long-standing components of the U.S. Department of Housing and Urban Development's (HUD) housing and community development programs.

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WHEREAS, The Analysis of Impediments is a thorough examination of the availability of a variety of sources related to fair housing to the protected classes of housing consumers.

WHEREAS, both the County and City Support Fair Housing regulations as they are designed to protect our citizens from housing discrimination.

WHEREAS, both the County and City will collaboratively select and enter into a contract with a consultant who will create the Analysis of Impediment.

NOW, THEREFORE, it is agreed between the parties hereto that:

Section One: Both the County and the City agree to contribute \$5,000 each for a total of \$10,000 to be paid to the awarded consultant for completion of the Analysis of Impediment.

Section Two: If the County and the City request revisions to the Analysis of Impediment that exceed the contracted time and cost, both the County and the City have agreed to equally contribute a maximum of \$95.00 per hour (\$47.50 each) for the additional work.

Section Three: This agreement is in effect until the State of Ohio Department of Development Services, Office of Community Development accepts the Analysis of Impediment.

Section Four: The County of City may terminate this Contract in whole, or in part, when both parties agree that the continuation of the project is not in the best interest of both parties. Within 30 days of the request to terminate the Contract, both parties shall agree in writing the cause for termination and address any outstanding terms of this agreement including payment to the contractor.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

RESOLUTION 23-1172 approve and authorize the partial repayment of an ADVANCE of monies to Muskingum County General Fund 001 from Fund 177 as requested by the Kyle Dunn, Community Development Director, as follows:

REPAYMENT OF ADVANCE OF FUNDS

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
177-000-101000	001-000-414001	\$91,125.00

Requesting forgiveness for the remaining \$20,681.29. This is a 2020 grant.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

This took place in 2020 before Kyle was CBDG Director.

RESOLUTION 23-1173 approve and authorize the partial repayment of an ADVANCE of monies to Muskingum County General Fund 001 from Fund 191 as requested by the Kyle Dunn, Community Development Director, as follows:

REPAYMENT OF ADVANCE OF FUNDS

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
191-000-101000	001-000-414001	\$22,360.36

Requesting forgiveness for the remaining \$9,769.64. This is a 2020 grant.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

This took place in 2020 before Kyle was CBDG Director.

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RESOLUTION 23-1174 approve and authorize the repayment of an ADVANCE of monies to Muskingum County General Fund 001 from Fund 195 as requested by the Kyle Dunn, Community Development Director, as follows:

REPAYMENT OF ADVANCE OF FUNDS

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
195-000-101000	001-000-414001	\$131,652.77

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Discussion on Courthouse emergency evacuation, specifying a location for the employee meeting place. They decided to meet at the Center for Seniors located on 4th Street.

Lucretia Frame, Records Center, came to discuss the 2024 Budget with the Commissioners.

- Lucretia thanked the Commissioners for the new flooring at the Records Center
- Would like to purchase a second scanner
- Outreach Program Partnership at the elementary schools is going well

Wendy Sowers, Clerk of Court, came to see Commissioners.

The following legislation was now considered:

RESOLUTION 23-1175 declare an Executive Session at 2:30 p.m. for the purpose of discussing a Contract Matter of the Muskingum County Clerk of Court. This session ended about 3:02 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Pam Davis, H.R. and Robbie Frame, Housekeeping Supervisor came to session.

Further discussion on purchasing the two portals for e-filing for the court system. All Commissioners agreed to purchase after a call with Domestic, as this appears to be the option requested by Domestic & Common Pleas.

The following legislation was now considered:

RESOLUTION 23-1176 declare an Executive Session at 3:02 p.m. for the purpose of discussing a Personnel Matter pertaining to a public employee of Muskingum County Housekeeping Department. This session ended about 3:33 p.m..

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

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RESOLUTION 23-1177 agree to pay for two portals for E-Filing through CourtView eServices eAccess Portal for the Muskingum County Common Pleas Court. The invoice is from Equivant in the amount of \$13,629.50, which includes \$8,604.00 for License, \$2,902.50 for Service and \$2,123.00 Maintenance. Clerk of Court has agreed to pay future yearly maintenance fees.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.


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

Motion carried.

With no further business being before the Board, the meeting was adjourned at approximately 3:39 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks .


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.