

Minutes for November 18, 2021

Commissioners Present: Crooks, Porter, Cameron
Staff Present: Beth Iden/ Susan Reese

RES 21-1127 Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Crooks, aye; Porter, absent at the time of voting; Cameron, aye. Motion carried.

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

RESOLUTION 21-1128 declare an Executive Session at 8:00 a.m. for the purpose of discussing Employee Evaluations of public employees of Muskingum County. This session ended about 8:30 a.m.
Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, absent; Cameron, aye. Motion carried.

Commissioner Crooks and Commissioner Cameron participated in a virtual meeting with CCAO from 9:00 a.m. to 9:30 a.m. to discuss ARPA and general information and questions.
Eric Reed also participated in the meeting.

Commissioner Porter joined session at 10:00 a.m.

RESOLUTION 21-1129 authorize signing Pay Application Number 5, for the Muskingum County Water Department Facility. This Pay Application is for \$72,697.80 made payable to G and M Construction, Inc. (see attached)
Motion made by Commissioner Porter, seconded by Commissioner Cameron.
Roll call: Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

RESOLUTION 21-1130 approve the establishment of new fund, number 087, which does *not* require approval of the State Auditor's Office, and line items as requested by Sheila Samson for the Muskingum County Community Development

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	to reflect the financial activity for the purpose of repairing or Replacing failing home sewage systems.
<u>Fund Number</u>	087
<u>Fund Name</u>	2021 HSTS
<u>Department</u>	375
<u>Award Amount</u>	\$150,000.00
<u>Function</u>	Special Revenue
<u>Grant #</u>	HS390060-0039
<u>Grant Period</u>	April 01, 2021 through December 31, 2022
<u>Grant Administrator</u>	Sheila Samson
<u>Matching</u>	None

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LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
	WPCLF	087	400	55555
	Private Funds	087	200	00001
Expenditures:	Description	Fund	Dept.	Account Code
	Contractual Services	087	375	50112

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1131 approve the line item transfer of monies within Fund Number 001 as requested by Stephanie Spencer, 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	001-103-501002-Salaries	\$35,000.00
001-103-504001- Contract Services	001-103-502003-PERS	\$ 1,500.00
001-103-504001- Contract Services	001-103-502004-Insurance	\$ 7,500.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1132 approve the line item transfer of monies within Fund Number 001 as requested by Mark C. Fleegle, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-240-501002	001-241-501002	\$6,060.00
Employee Salaries/CommonPleas	Employee Salaries/Adult Probation	
001-240-501002	001-241-502003	\$ 640.00
Employee Salaries/Common Pleas	PERS/Adult Probation	

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1133 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>
001-102-504022- Professional Services	001-102-503001- Supplies & other Exp.	\$1,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1134 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-504400-TANF	007-692-504027- Public Assist	\$100,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-1135 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Building Department, as requested by Jason Baughman.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Supplies & Other Expenses	001-456-503001	\$9,133.30

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

Commissioner Cameron mentioned that Jason Baughman reported their building permits were up approximately \$100,000.00 and he had that money put into the General Fund. He was told to do a Supplemental Appropriation to request money for the carpet replacement reflected on RES 21-1135

RESOLUTION 21-1136 approve the line item transfer of monies within Fund Number 001 as requested by Jason Baughman, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-456-507001- Misc. Expenses	001-456-504396- Treasurer State of Ohio/ BBS	\$3,000.00
001-456-503001- Supplies	001-456-504001- Contract Services	\$2,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

RESOLUTION 21-1137 approve the Supplemental Appropriation of Funds within Fund Number 191, for the Muskingum County Community Development, as requested by Sheila Samson.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Village of So. Zanesville	191-375-504213	\$20,000.00
Village of Norwich	191-375-504222	\$85,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

RESOLUTION 21-1138 approve the use of the Courthouse esplanade for a Community Christmas Caroling Event Saturday, December 18, 2021; 6:00 -7:30 p.m. Requested by Tammy Clark, Homeless Hands of Zanesville.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

RESOLUTION 21-1139 does hereby rescind Resolution 21-1106 dated November 15, 2021, per Stephanie Spencer.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

Roll call: Crooks, aye; Porter, aye; Cameron, aye

Motion carried.

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RESOLUTION 21-1140 approve the Supplemental Appropriation of Funds within Fund Number 121, for the Muskingum County Human Resources, as requested by Mackenzie Hill, Benefits Specialist.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Voluntary Life Insurance	121-098-504150	\$12,500.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1141 approve the Supplemental Appropriation of Funds within Fund Number 018, for the Muskingum County Board of Developmental Disabilities, as requested by Stephanie Neuhart.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	018-694-504001	\$160,000.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1142 approve the Supplemental Appropriation of Funds within Fund Number 070, for the Muskingum County Court, as requested by Crystal Brokaw.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Indigent Alcohol Monitoring	070-642-5043445	\$15,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Commissioner Crooks mentioned an email from Corrie Marple regarding a contract she had sent to the Commissioners.

- Proposal for scanning books.
- Commissioner Porter asked what is going to be done about the complaints from customers
- Commissioner Porter said paying everyone else to do what they should be doing
- Clerk will set up an appointment with Corrie to come in and talk about the contract
- Condition of operating the Records facility needs to be fixed

Dr. Seth Vinsel, Coroner, came in to discuss his 2022 Budget.

- Nation-wide more autopsies are being performed due to drug overdoses
- Coroner wants to work on educational campaigns.
 - Use of Narcan, treatments, drowning preventions and education
 - Working close with the Health Department for social help
- Engage more on social media...not so much on pamphlets
- Reinforce common sense around water...pools, ponds, rivers, bodies of water

Dr. Vinsel would like to be able to direct people after a family death

- Resources for help in payment of bills
- Commissioner Porter recommended Adult Protective Services...they have connections
- United Way and 211 are a good resource for referrals
- People need to know how to access services

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- Dr. Vinsel does not want to leave someone feeling helpless after a loss.

Commissioner Cameron reported that she will not be back for the afternoon session.

10:45 a.m. Susan Reese, Clerk joined session.

Commissioner Porter reported that he received an email from Mark Eicher, County Engineer, saying he's learned the Gaysport project is not included in the Infrastructure Bill. Commissioner Porter was not sure what he was talking about, he was not included in the conversation.

The Clerk distributed the Auditor's October Funds Report for the Commissioners' review.

Commissioner Cameron left session at 11:00 a.m.

- She will be participating in the Center for Seniors Director interviews this afternoon.

Commissioner Porter explained that he had met Zemba with John Graham at the fairgrounds regarding the Clean Face water project

- Then John Graham drug Don Madden into the situation
- Commissioner Porter said he wasn't involved

Commissioner Porter moved to approve the minutes of the November 15, 2021 session, with changes. Commissioner Crooks seconded.

Roll Call: Crooks, aye; Porter, aye; Cameron, absent at the time of voting. Motion carried.

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

- Talked with Jeff Jadwin regarding meeting with the Fire Chiefs
 - He agreed that the Trustees would be the ones getting the money
 - Eric received a call from the Dresden Fire Chief this morning asking where the money would be coming from
 - Eric explained it would be the Township Trustees
- Eric will be attending the Township Association meeting tonight
 - Eric will be introducing himself and talking about ARPA dollars
 - Mark Zanghi will also be presenting
- Eric called Melanie Smith back from Philo regarding HB168, explaining the money had been distributed
 - She said she is waiting on round three
- Confirming that Rusty Rooster will be removed from the ARPA list
- Evonne with Heroes Landing waiting on quote
- Eric referenced his email regarding the cost of the Scope Document for Munson School; \$10-15,000; one to two month completion

Don Madden, Water Department Manager; Chad Hutchins, Water Department Field Supervisor and Eric Reed, ARPA Compliance Officer came to talk with the Commissioners about the Clean Face project at the fairgrounds.

- Don had GIS print a map of the area to show where they think the water lines are

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- Commissioner Porter would suggest replacing the junk pipe that runs south along the west side of the coliseum
- Commissioner Crooks said she's never heard of this, no one has ever mentioned it before
- Don said this area will need connections and taps
- Commissioner Porter said the residue and rust from the old pipe has gone directly to Clean Face
- Don said he is not qualified to give specs, but needs verbiage for quote packet
- The question if future building would affect the water line was asked at the meeting with the fair board and they said no
- Rethinking would mean changing the whole plan
 - It's been brought up twice to the fair board and they never mentioned this
- The new proposal would be a new water line that would tie onto the 8" line south of the Veterans/Junior Fair building. Rather than crossing the midway, stay on the east side of the pavement to avoid the track, fence, etc. Travel south, past the Coburn Church stand and the chicken barn where it would then cross the road at the "Y" in the road (in front of 3 gables building). There they would be replacing the old 3" line that runs south along the west side of the coliseum until it gets to the new cattle barn where it then turns east and runs in between the south side of the coliseum and the new cattle barn then passes the new wash rack and heads to Clean Face
- When they lay the new line in, replacing the old 3", they will remove the old pipe to ensure they don't miss any taps or tees which will make sure all hydrants or 1" lines will still be supplied with water
- Commissioner Porter asked if this would be bid out
 - Don said only "bidding" the labor
 - It will be under \$50,000
 - Commissioner Porter is hearing that one group wants their contractor to do it and another group wants their contractor...
 - His issue is every time they want an estimate they call Zemba who gives them a detailed estimate and then they're not going to use them?...forget that, he's not calling Zemba again
- Don will re-draw, add verbiage and bring back to the Commissioners for approval to present to the Fair Board
- Proposed completion date?
 - Before the fair

Eric continued with his ARPA updates.

- He will be meeting Jeremy Davis at the fairgrounds, Clean Face, Thursday, December 2, to prepare a cost estimate based on different options
- Munson School
 - Scope Evaluation
 - No decision made
- Engineer Revenue Loss
 - Commissioner Porter suggested giving him what he can prove he lost, out of the unrestricted funds

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- Hold until all are present
- Followed up with Matt Schley at the City regarding the Lear project
 - Held pre-bid meeting
 - Nine contractors interested
 - Bid opening between December 3 and 10
- Contacted Corrie at the Records Center to inform her the Board declined her request
- North Star Pizza request
 - All agreed that it was the bridge closing responsible for loss of revenue

Commissioner Crooks reported that she spoke with Pam Page of Transitions.

- She gave Pam the goals the Commissioners have for expending the ARPA dollars
 - To use these one-time dollars for the greatest, longer-term impact and for meeting goals in our Comprehensive Plan
 - Pam plans to meet with the Board after the first of the year
 - Commissioner Porter thought we weren't going to do that
 - Commissioner Crooks told her it's a public meeting

The Commissioners adjourned for lunch to resume lunch at 2:00 p.m.

The Commissioners met virtually with ODOT for an IR70 update.

- WHIZ was also present

Jason Baughman, Chief Building Official, Muskingum County Building Department, came to discuss his 2022 Budget with the Board.

- He had planned to purchase a new vehicle this year due to an increase in revenue
 - He reported that there are no vehicles available for purchase this year, so he will put the \$30,000 in to the 2022 Budget
- He will have two retirements this year
 - Overlapping training will result in additional salary
 - 3% wage increases
 - 2021 increase in revenue as of October 31 - \$115,000

Commissioner Crooks reported that at the last Port Authority meeting, Matt Abbott said he would have someone walk through 333 Putnam for an auction minimum price

- She has also asked Dana Matz for his opinion

Commissioner Porter would suggest a minimum bid of \$200,000

- Commissioner Crooks agreed
- The Clerk will contact Mark Zanghi to prepare auction documents for \$200,000 minimum
- Also to be included, "Commissioners reserve the right to refuse any and all bids"

The Board discussed an email from Corey Hamilton, Health Commissioner, and the following was considered:

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RESOLUTION 21-1143 appoint Corey Hamilton to the Muskingum TB and Respiratory Clinic Board of Trustees with a term to commence immediately and end on December 31, 2022 to fulfill the term resigned by Ann Combs.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1144 appoint Ann Hollingsworth to the MEOAG Board of Directors with a term to commence January 01, 2022 and end December 31, 2026.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

There was brief discussion regarding Julie Jones retiring from the Project's Department.

- Will that position be filled

Commissioner Crooks made the point that Sheila Samson's position as Director of Community Development has no one cross-trained. No one else knows anything about her responsibilities.

- Could the new-hire be crossed trained in Community Development
- Commissioner Porter would suggest the City be involved in the cross-training
 - County Community Development writes grants that the City benefits from
- Julie's position is 80 hours/2 weeks; 56 hours water and 24 hours sewer

Wendy Sowers, Clerk of Courts, sent an email with her proposal for employee wage increases for 2022

- Commissioner Porter noted that not every department is able to give a larger 5-10% increase

Lisa Crock, Keith Dilley, Doug McConnell and Mark Weiser with Muskingum Soil and Water came to present their revised 2022 Budget to the Commissioners


- They would like to replace their 1998 Jeep next year
 - Commissioner Porter suggested State Purchase for the vehicle
- Also replace their office copier
- They would also like to purchase a large screen TV for their meeting room
- 3% wage increase

Doug shared highlights for Soil and Water from 2021.

They thanked the Board for their support and sponsorship for 2021.

With no further business being before the Board, the meeting was adjourned at approximately 3:59 p.m. on the motion of Commissioner Porter 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.