

Minutes for Monday, November 18, 2024

Commissioners Present: Cameron, Crooks
Commissioner Bell was absent due to illness
Staff Present: Susan Reese

Commissioners Cameron and Crooks attended the

RES 24-1086 Meeting was called to order at 9:05 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Cameron, aye; Bell, absent; Crooks, aye. Motion carried.

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

Commissioner Cameron moved to approve the payroll, pending review.
Seconded by Commissioner Crooks.
Vote was Cameron, aye; Bell, absent; Crooks, aye. Motion carried.

The following legislation was now considered:

RESOLUTION 24-1087 authorize Cindy S. Cameron to sign Pay App #8 and the OWDA reimbursement form for the Licking View Sanitary Sewer Project. This Pay App is for \$277,345.55 to Zemba Brothers, Inc.
Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Cameron, aye; Bell, absent; Crooks, aye. Motion carried.

RESOLUTION 24-1088 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners Change Order Number 2 for the for the Granger Hill Water Storage Tank, which is part of the Maysville Regional Water project. Change Order 2 from Mid-Atlantic Storage Systems, is for additional unforeseen foundation work with a total increase in cost of \$6,773.62
Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Cameron, aye; Bell, absent; Crooks, aye. Motion carried.

RESOLUTION 24-1089 approve the line item transfer of monies within Fund Number 001 as requested by Colton Touvell, Veteran Services Officer, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|------------------------------|----------------------------|----------------------|
| 001-690-502009 | 001-690-502001 | \$20.00 |

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

RESOLUTION 24-1090 approve the decrease in Appropriations in fund 001 & Supplemental Appropriations within Fund Number 001 & 144 for Muskingum County Board of Elections as follows:

DECREASE APPROPRIATIONS

| <u>Description</u> | <u>Account Code</u> | <u>Amount</u> |
|---------------------------|----------------------------|----------------------|
| Election Workers | 001-112-504160 | \$27,216.24 |

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SUPPLEMENTAL APPROPRIATION OF FUNDS

| <u>Description</u> | <u>Account Code</u> | <u>Amount</u> |
|--------------------|---------------------|---------------|
| Salaries | 001-458-501002 | \$21,534.00 |
| Salaries | 144-458-501002 | \$ 1,510.93 |
| PERS | 001-458-502003 | \$ 3,897.83 |
| PERS | 144-458-502003 | \$ 273.48 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1091 hereby approve the Supplemental Appropriation of Funds within Fund Number 128, for the Muskingum County Board of Elections, as requested by Marlee Gibson, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

| <u>Description</u> | <u>Account Code</u> | <u>Amount</u> |
|--------------------|---------------------|---------------|
| Election Workers | 128-112-50160 | \$1,566.63 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1092 approve the line item transfer of monies within Fund Number 130 as requested by Jeff Jadwin, Director, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|-----------------------------|-------------------------|---------------|
| 130-461-502004-Insurance | 130-461-501002-Salaries | \$3,750.00 |
| 130-461-502009-Workers Comp | 130-461-501002-Salaries | \$ 250.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1093 approve the line item transfer of monies within Fund Number 041 as requested by Stephanie Spencer, Business Manager, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|----------------------------------|---------------------|---------------|
| 041-694-501002-Employee Salaries | 041-694-502003-PERS | \$1,500.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1094 approve the line item transfer of monies within Fund Number 192 as requested by Kyle Dunn, Director, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|-----------------------------|--------------------------|---------------|
| 192-375-504341-Home Repair | 192-375-501002-Salaries | \$6,000.00 |
| 192-375-504332-Fair Housing | 192-375-502001-Medicare | \$ 200.00 |
| 192-375-502009-Workers Comp | 192-375-501004-Insurance | \$ 30.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

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RESOLUTION 24-1095 approve the line item transfer of monies within Fund Number 190 as requested by Kyle Dunn, Director of Community Development, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|--------------------------|---------------------|---------------|
| 190-375-502004-Insurance | 190-375-501003-PERS | \$500.00 |
| 190-375-502009-Insurance | 190-375-501003-PERS | \$500.00 |
| 190-375-504141-CORSA | 190-375-501003-PERS | \$500.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1096 approve the line item transfer of monies within Fund Number 194 as requested by Kyle Dunn, Director of Community Development, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|----------------------------------|-------------------------|---------------|
| 194-375-504384-Rental Assistance | 194-375-502001-Medicare | \$ 200.00 |
| 194-375-504384-Rental Assistance | 194-375-501003-PERS | \$2,500.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1097 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Release of Mortgage form for the mortgage of Patricia Goins, in the original amount of \$30,083.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Kyle Dunn, Program Director. Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1098 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the First Amendment to State of Ohio, State & Local Fiscal Recovery Funds (SLFRF) Lead Safe Ohio Program Grant Agreement, requested by Kyle Dunn, Director of Community Development.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1099 approve the Supplemental Appropriation of Funds within Fund Number 196, 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> |
|--------------------|---------------------|---------------|
| Contract Services | 196-102-504001 | \$3,736.69 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1100 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 | 001-248-502001-Medicare | \$10.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

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RESOLUTION 24-1101 approve and authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Muskingum County FBP Cafeteria Plan for the period beginning January 1, 2025 to December 31, 2025. This request was submitted by Brenda Ellis, Auditor's Office.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1102 WHEREAS, a request for payment to the County's flexible spending account for the period of October 01, 2024 through December 31, 2024, in the amount of \$150,000.00 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, and WHEREAS, the transfer of funds in said amount, \$150,000.00 is now requested as follows:

FUND TO FUND TRANSFER

| <u>From Transfer Out</u> | <u>To Transfer In</u> | <u>Amount</u> |
|---------------------------------|--------------------------------|---------------|
| 001-999-510013 JFS Flex Support | 069-000-414002 CSE Transfer-In | \$150,000.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1103 a request for payment of the county's mandated share of the Income Maintenance programs for the fiscal year of 2024 was requested to be paid for the period of July 01, 2024 through June 30, 2025, in the amount of \$62,293.25 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, as follows:

FUND TO FUND TRANSFER

| <u>From Transfer Out</u> | <u>To Transfer In</u> | <u>Amount</u> |
|--------------------------|-----------------------|---------------|
| 001-999-510004 | 007-000-414002 | \$62,293.25 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1104 authorize Cindy S. Cameron to sign the Water Supply Revolving Loan Account loan application for the Maysville Regional Water Supply Project Phase II.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1105 approve the line item transfer of monies within Fund Number 049 as requested by Wendy Roush, Court Administrator, as follows:

LINE ITEM TRANSFER OF MONIES

| <u>From Line Item</u> | <u>To Line Item</u> | <u>Amount</u> |
|----------------------------------|---------------------|---------------|
| 049-247-501002-Employee Salaries | 049-247-502003-PERS | \$140.00 |

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

RESOLUTION 24-1106 authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Notice to Proceed for Maysville Regional Water Extension Phase II..

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

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There was discussion regarding the USDA lease termination in the Rural Services Building.

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

- Brownfield Grant prep – Andy and Eric working to compile some numbers, relative to engineer controls
- He has participated in over 30 proposal review meeting updates for the jail
 - Post-bid reviews should be completed by Thursday
- Fairgrounds South Entrance Restroom
 - Bid Openings Thursday

Clifton Martin, Muskingum County OSU Extension came to discuss his 2025 Budget with the Commissioners. He also updated the Commissioners on current staffing and programs.

Pam Davis, Human Resources and Danny Brenneman, Director, MCJFS came to meet with the Commissioners and requested the following:

RESOLUTION 24-1107 declare an Executive Session at 10:58 a.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Job and Family Services. This session ended about 12:10 p.m.


Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Adjournment at 12:26 p.m. for Commissioners Cameron and Crooks and Eric Reed, County Administrator, to attend the Coshocton County Jail Ribbon Cutting at 2:00 p.m., on the motion of Commissioner Cameron and the second of Commissioner Crooks.


Cindy S. Cameron

ABSENT
Melissa J. Bell


Mollie S. Crooks