

# Minutes for November 30, 2023

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

**RES 23-1233** Meeting was called to order at 8:00 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.

The Commissioners participated, virtually, in the Prison Re-Entry Coalition meeting.

The following legislation was now considered:

**RESOLUTION 23-1234** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Summary of Final Loan Sheet for the Leffler-Baughman Run Road and Village of Roseville Water Project.  
Motion made by Commissioner Crooks, seconded by Commissioner Bell.  
Roll call: Cameron, aye, Bell, aye, Crooks, aye; Motion carried.

**RESOLUTION 23-1235** approve the line item transfer of monies within Fund Number 173 & 013 as requested by Peggy Taylor, Office Manager of Sewer Department, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
173-372-504999-Contingency	173-372-504013- Engineering	\$50,000.00
013-372-502003-PERS	013-372-502004-Insurance	\$ 1,000.00

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

**RESOLUTION 23-1236** approve the line item transfer of monies within Fund Number 001 as requested by Marlee Gibson, Director of Board of Elections, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-112-504001-Contract Serv.	001-112-504120-Advertising & Printing	\$8,984.35
001-112-504005-County Seas. Elect workers	001-112-501002-Employee Salaries	\$2,000.00
001-112-504005-County Seas. Elect Workers	001-112-502003-PERS	\$ 400.00

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

**RESOLUTION 23-1237** approve the line item transfer of monies within Fund Number 001 as requested by Larry Daniels, 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-Medicare	\$1.00

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

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**RESOLUTION 23-1238** authorize Cindy S. Cameron to sign on behalf of the Muskingum County Board of Commissioners, the Medical Benefits Administrators, Inc. Coverage Disclosure/Approval Statement as requested by Pam Davis, Human Resources. Motion made by Commissioner Bell, seconded by Commissioner Crooks. Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

**RESOLUTION 23-1239** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Muskingum County Children Services Board Memorandum of Understanding to Address Child Abuse & Neglect, requested by Candy Emmert, Executive Director of Children Services. Motion made by Commissioner Crooks, seconded by Commissioner Bell. Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

**RESOLUTION 23-1240** accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for various bridges throughout Muskingum County as determined by Muskingum County Engineer Mark Eicher. This list is as follows:  
SFN 6036279, CR 87, East Athens Road- Load Limit  
SFN 6046282, Madison TR 114, Steel Hill Road- Load Limit  
SFN 6048404, Perry TR 362, Fernhill Road-Load Limit  
SFN 6043356, CR 94, West Carlisle Road- Load Limit  
SFN 6032516, Salt Creek TR 196, Burnt Mill Road- Load Limit  
Motion made by Commissioner Bell, seconded by Commissioner Crooks. Roll call: Cameron, aye; Bell, aye; Crooks, aye. Motion carried.

**RESOLUTION 23-1241** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Officer, as follows:

**LINE ITEM TRANSFER OF MONIES**

**Line Item Transfer of Monies for 2<sup>nd</sup> Quarter SS Share Transfer SFY22 (Oct-Dec 2022)**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 7,693.70
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 105.72
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,077.12
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,902.59
007-697-502009 SS BWC	007-692-502009 PA BWC	\$ 150.08
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,046.11

**Line Item Transfer of Monies for 3<sup>rd</sup> Quarter SS Share Transfer SFY22 (Jan-Mar 2023)**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 9,262.67
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 128.44
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,286.53
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,867.53
007-697-502009 SS BWC	007-692-502009 PA BWC	\$ 6.42
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,127.88

**Line Item Transfer of Monies for 4<sup>th</sup> Quarter SS Share Transfer SFY22 (Apr-Jun 2023)**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 8,292.24
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 114.82
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,084.33

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007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,807.44
007-697-504141 SS CORSA	007-692-504141 PA CORSA	\$ 127.42
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,264.64

**Line Item Transfer of Monies for 1st Quarter SS Share Transfer SFY23 (Jul-Sept 2023)**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 9,323.27
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 129.38
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,276.57
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,613.33
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,002.32

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-1242** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Officer of MCJFS, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-504172-PSCA Contracts	007-692-504027-Public Assistance	\$90,000.00
007-692-504172-PSCA Contracts	007-692-506001-PA Equipment	\$20,000.00
007-692-504172-PSCA Contracts	007-697-507001-SS Other	\$ 6,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-1243** 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>
014-373-504200-Capital Projects	014-373-504007-Contract Repairs	\$5,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-1244** authorize and approve the support of the Water and Wastewater Infrastructure Grant and approve of Cindy S. Cameron's signature as President of the Board of Muskingum County Commissioners to be included in the Water and Wastewater Infrastructure Grant for the Weber Force Main

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

**RESOLUTION 23-1245** approve the line item transfer of monies within Fund Number 001 as requested by Crystal Brokaw, Clerk of County Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-242-504001-Contract Services	001-242-503001-Supplies	\$1,000.00
001-242-504007-Contract Repairs	001-242-503001-Supplies	\$1,000.00
001-242-504165-Witness Fees	001-242-503001-Supplies	\$ 500.00

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

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**RESOLUTION 23-1246** approve the line item transfer of monies within Fund Number 001 as requested by Matthew J. Lutz, Sheriff, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-458-504349-Jail Medical	001-458-503001-Supplies	\$10,000.00
001-458-506001-Equipment	001-458-504007-Contract Repairs	\$25,000.00

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

**RESOLUTION 23-1247** authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees in the amount of \$774.97 for Kirke's Ice Cream- Addition, 50525 Rehm Road, St. Clairsville, Ohio 43950, the plan Approval fees for this project were paid twice.

Motion made by Commissioner Bell, seconded by Commissioner Crooks.

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

Motion carried.

Gary Williams, Engineer's Office, came to see the Commissioners and the following was considered:

**RESOLUTION 23-1248** accept and sign The Ferrell Road & Hoop Pole Road Waterline Extension Plans requested by Gary Williams, Assistant Engineer.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Scott Lee, Maintenance Supervisor, came to discuss the 2024 Budget for Maintenance and the Fleet Garage.

- Preparing for three large projects in 2024
  - Paving of the Health Department and Board of Elections parking lots
  - Rural Services building roof
  - Purchase of new trucks

There was discussion regarding the Lorena. Assistant Prosecutor, Mark Zanghi, said that the County cannot transfer their "half" of the ownership to the City. The MOU with the City expires December 31, 2023.

Commissioner Bell reported on the Community Action meeting she attended.

Commissioner Cameron reported that she will be leaving at 2:00 this afternoon for a medical procedure.

Representatives of the Board of Elections came to discuss their 2024 Budget

Marlee Gibson  
Karen Vincent  
Pat Hennessey  
Jennifer Norman  
Kati Klinehoffer  
Martha Sullivan

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- There will be a Presidential Primary March 19 with the Presidential Election November 05, 2024
- New camera system
- Folding/stuffing machine; Pitney Bowes
- Computer equipment must be replaced every five years
  - Old equipment donated to County IT
- Security cost concerns
  - FEMA Grant will help with front door security
- Will need 68 additional scanners for Presidential election

Katie Young McMillen, Board President of Transitions, came to update the Commissioners on Transitions' programs.

Pam Davis, Human Resources, came to present the following to the Commissioners for consideration:

**RESOLUTION 23-1249** approve the employment of Tara Fleming in the position of Cook for the Muskingum County Center for Seniors, contingent upon passage of the physical and drug screen. The BCI and MVR that was completed in the last six months prior to being employed as a temporary meal driver, will be accepted.

Motion made by Commissioner Crooks, seconded by Commissioner Bell.

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

Motion carried.

Pam also discussed a potential employee hire at the Water Department and informed the Commissioners of concerns with his BCI report. Because of the date and level of the offense, Don and Chad are both okay with proceeding in hiring the candidate. The Commissioners agreed.

Mackenzie Hill, Benefits Specialist, came to update the Commissioners on employees qualifying for Tier II coverage.

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

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

- ACG letter of support
  - Eric recommends signing
- Mid-East CDL Program
  - Support letter
- ARPA
  - Obligation definition
  - Avondale
    - Kelly Architect Invoices
    - Presented estimate from Point One
    - Do we want to continue with a meeting with Candy and Gary?

Commissioner Cameron left for a medical appointment.

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Dr. Seth Vensil, Coroner, came to discuss his 2024 Budget.

- He will be purchasing a new records software system

With no further business being before the Board, the meeting was adjourned at approximately 4:15 p.m. on the motion of Commissioner Bell 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.*