

# Minutes for December 03, 2020

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

**RES 20-1109** Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.  
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

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

There was brief discussion regarding a letter from the Muskingum County Fair Board.

- They are asking for CARES money for automatic touchless hand sanitizers and high velocity vertical hand dryers

Commissioner Porter discussed the comment from Gloria Brown of Rambo regarding refrigeration when the COVID vaccine becomes available.

- Will she need more refrigeration...freezer?

Commissioner Cameron said that she told Unified Command this morning that she felt as leaders, what have we done to help our community numbers get better.

- She was in no way criticizing Genesis or the Health Department
- Why are we not knocking on business doors
- Dr. Butterfield said until somebody wants to step up and stop tiptoeing around this, nothing is going to change, our numbers are going to be bad and continue to get worse
- Commissioner Porter said that as Commissioners, we have very little authority
  - He believes it starts with enforcement from the Prosecutor, Sheriff and Health Department
    - There is not enforcement and the public has been told, through the media, there will be no enforcement
    - Commissioner Cameron said an example is when the Health Department was called about the American Legion violating mask and social distancing rules and the Health Department said they didn't have the manpower
      - Why not someone from the Business Task Force
      - As Commissioners, there is no authority to enforce
      - Commissioner Cameron asked for the Workers' Comp number to report violations...at least we could say we tried

Howard Stewart and Andrea from SouthEast Area Transit (SEAT) met with the Commissioners virtually to give their annual update.

- Serving 91 total Employers
  - -78 Muskingum County
  - -13 Guernsey County

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- -September provided 1,223 employees transportation to 74 different employment locations in Zanesville and Muskingum County.
- -October provided 947 employees Transportation to 78 different locations in Zanesville and Muskingum County.

Howard also mentioned that Doug Hobson's term is due for re-appointment to their Board.

Bob Snavely from Palmer Energy joined the Commissioners, virtually, to update them on RFP for Perry Township aggregate.

- Perry Trustees met Tuesday night
- Their current agreement expires March 2021
- They are on Board with the new RFP's
- Bob sent the new agreement/contract to the Clerk who has forwarded to the Prosecutor's office for review

Bob also gave an update on solar

- Said it has grown more quickly than they thought
- If ever any questions, feel free to contact

The Commissioners attend the LEPC virtual meeting during lunch to resume session at 1:30 p.m.

Don Madden, Projects Manager, came to see the Commissioners and the following was considered:

**RESOLUTION 20-1125** declare an Executive Session at 1:37 p.m. for the purpose of discussing a Potential Litigation Matter of the Muskingum County Water Department. This session ended about 1:50 p.m.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Don updated the Commissioners on 2021 potential water projects.

- Don would recommend moving forward with Imlay-Wilsonwood
  - Eleven customers at an estimated cost of \$245,600
    - Not possible to provide fire protection with this project

The following is a list of the water projects that have been designed and are in the early stages of being reviewed by EPA for Environmental issues.

- All projects have been approved for loan approval by EPA-DEFA
  - Big B/Mutton Ridge
  - County Line Road
  - Southern-Sundale
  - Twin Hills Drive
  - The Wilds
    - Don would not recommend moving forward with The Wilds waterline at this time.
      - They were planning to construct an RV park but were not successful with their Power Grant. Without the RV Park there will only be two residents as new customers

County Line Road should be the easiest and quickest to prepare for bidding.

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- Big B/Mutton Ridge should be the next easiest to prepare for bidding
- Southern-Sundale is by far the largest with several easements and anticipated longer environmental review
  - Residents are very supportive of the project
- Twin Hills Drive appears to present the most challenges, with a right of way ask from US Government and a large rail crossing
  - Also the most difficult to prep for bidding

Commissioner Porter would suggest starting with the highest number of potential customers and work our way down.

- He also advised Don to avoid all possible contact when getting right of ways

Don also reported that Pembroke Pipe Bridge should be underway Monday.

Commissioner Porter reported that Rob Reiter has called a meeting of SEO Joint Solid Waste for Monday, December 21; 12Noon at Lori's in Caldwell.

The following legislation was then considered:

**RESOLUTION 20-1110** 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>
HR Insurance and Expenses	001-119-502005	\$500.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1111** approve the line item transfer of monies within Fund Number 001 as requested by Jason Baughman, Chief Building Official, Muskingum County Building Department, 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 of State of OH/BBS	\$1,000.00
001-456-506011 Motor Vehicles	001-456-504404 Village Rebates	\$3,000.00
001-456-506011 Motor Vehicles	001-456-504396 Treasurer of State of OH/BBS	\$1,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1112** approve the line item transfer of monies within Fund Number 014 as requested by Peggy Taylor, Office Manager, Muskingum County Water Department, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
014-373-501002 Salaries	014-373-502001 Medicare	\$ 700.00
014-373-501002 Salaries	014-373-502003 PERS	\$6,200.00
014-373-501002 Salaries	014-373-502004 Insurance	\$8,400.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1113** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Coverage Disclosure Statement and application with

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Medical Benefits Administrators, Inc. Requested by Deborah Irwin, Muskingum County Benefits Administrator and Pam Davis, Human Resources.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1114** approve the Supplemental Appropriation of Funds within Fund Number 118, for the Muskingum County Clerk of Common Pleas Court, as requested by Wendy Sowers.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Insurance	118-122-502004	\$25,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1115** accept the resignation of Dan Long, Director, Muskingum County Information Services, to be effective January 4, 2021.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1116**

approve the Supplemental Appropriation of Funds within Fund Number 162, for the Muskingum County Center for Seniors, as requested by Kurt Ufholz, Fiscal Supervisor.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID-19	162-696-503017	\$21,737.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1117** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the AEP Easement and Right of Way for the new Dog Warden facility on the East Pike.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1118** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the RC-3 Request to destroy County Home Records as requested by Corrie Marple, Director, Muskingum County Records Commission.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1119** approve the line item transfer of monies within Fund Number 014 as requested by Peggy Taylor, Office Manager, Muskingum County Water Department, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
014-373-506001 Equip & Maint	014-373-503007 Materials	\$30,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1120** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Prosecuting Attorney, as requested by D. Michael Haddox.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

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<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID Expenses	001-105-503017	\$26,800.00
Expenses for second floor Law Office bathroom touchless upgrades		
Motion made by Commissioner Porter, seconded by Commissioner Crooks.		
Roll Call: Cameron, aye; Crooks, aye; Porter, aye.		Motion carried.

**RESOLUTION 20-1121** approve the line item transfer of monies within Fund Number 001 as requested by Timothy Thompson, Director, Muskingum County Board of Elections , as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-112-501005 Election>600	001-112-501002 Employees	\$17,975.10
001-112-504160 Election Wrkr	001-112-501002 Employees	\$ 8,024.90
001-112-503017 COVID	001-112-501002 Employees	\$16,603.00
001-112-504161 Judges & Clerks	001-112-502003 PERS	\$ 3,640.00
001-112-503001 Supplies	001-112-502001 Medicare	\$ 700.00

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

**RESOLUTION 20-1122** approve the line item transfer of monies within Fund Number 001 as requested by Sheriff Matthew Lutz, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-458-506001 Equipment	001-458-506010 Vehicles	\$5,000.00

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

**RESOLUTION 20-1124** approve the payment of invoices incurred in 2019 with 2020 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Supervisor, Muskingum County Job and Family Services.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Treasurer State of OH	FAET State ID for A. Butler	\$8.50

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

The following was considered in response to Howard Stewart's request.

**RESOLUTION 20-1126** re-appoint Doug Hobson to the SouthEast Ohio Area Transit (SEAT) Board with a term to renew January 1, 2021 and end on December 31, 2023.

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

Commissioner Cameron reported that Carrier had completed the job at the Law Administration building and it was okay to pay the invoice per Mark Zanghi. The invoice will be forward to the Deputy Clerk.

After some discussion regarding the payment of invoices for the new Dog Warden project, the following was considered:

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**RESOLUTION 20-1127** approve the fund to fund transfer and supplemental appropriation of monies for the Muskingum County Commissioners for the Dog Warden Project/Kennel Building, as follows:

**FUND TRANSFER OF MONIES**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-114-506040 Economic Dev/Contract Services	001-999-510002 Transfer Out	\$650,000.00
001-999-510002 Transfer Out	053-000-414002 Transfer In	\$650,000.00

**SUPPLEMENTAL APPROPRIATION**

<u>Description</u>	<u>Fund</u>	<u>Amount</u>
Kennel Building – Contract Services	053-102-504001	\$650,000.00

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Commissioner Crooks reported that she saw on FaceBook, the Dog Warden Volunteers talking about the money they had raised for the new kennels that is being held by the Community Foundation.

- She suggested having a conversation with the Volunteers so that everyone is on the same page about how the money is to be spent
  - Commissioner Crooks will make contact with Brian Wagner at the Community Foundation

Commissioner Cameron reported that she had another conversation with Carolyn Hughes about the dog “Diesel”.

- Bryan said the Pound is full and they would rather see a dog be adopted than in the pound
- Commissioner Porter saw a post on FaceBook that Bryan was telling Volunteers that he was not being made aware of what was going on, not necessarily in this regard
- Commissioner Cameron said she received a message from Sheriff Lutz asking who the best person was to talk to about the volunteers
  - She told him best to decide that for himself
    - Gave him Bryan and Mason’s numbers

Pam Davis, Human Resources and Debbie Irwin, Benefits Administrator came to talk with the Commissioners.

Debbie has offered to extend her retirement date to January 31, 2021 in order to help with continued training of her replacement, McKenzie, if the Commissioners would agree.

The following was then considered:

**RESOLUTION 20-1128** amend the Resignation/Retirement date of Deborah K. Irwin, Benefits Administrator, to January 31, 2021.

Original Resignation Resolution 20-0587, dated July 09, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

There was discussion with Pam regarding the posting of the County Information Services position.

- Position is currently 35 hours per week
  - Should it be 40

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- The decision was made to make the position 40 hours per week
- There was discussion regarding the rate of pay
  - It was decided to post “Compensation Based on Experience”

The following was then considered:

**RESOLUTION 20-1123** approve the posting of the position of Director, Information Services. Compensation based on experience, 40 hrs/wk. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Pam also presented the Commissioners with a candidate for the Maintenance Technician position. The following was then considered:

**RESOLUTION 20-1129** approve the employment of Adam Daugherty, Maintenance Technician, contingent upon passage of drug screen and BMV check. Starting wage will be \$14.40 per hour with the opportunity for a \$.50 an hour increase upon the successful completion of a 180 day probationary period.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

Commissioner Porter asked about the status of the Sewer Department positions.

- Still waiting on BCI checks
- Commissioner Porter asked about Mr. Bay’s references

Commissioner Cameron said she chose not to sign the Humane Officer report this month. She reported that Carolyn Hughes came in yesterday to discuss the “Diesel” situation.

- Commissioner Cameron felt that Carolyn was rude to her yesterday
- Letter was sent from owner’s counselor asking for the owner to be able to see the dog
  - Who are we to say she can’t
- Carolyn said she is not in favor of adoption

Commissioner Cameron brought the Board’s attention to the email from the Health Department with Dr. Butterfield’s overtime hours that were not included in the first request for CARES money for overtime.

- Commissioner Cameron had asked for his overtime hours

Commissioner Cameron also noted that the Health Department has not gotten their initial \$50,000 contribution to COVID back.

- When they asked Mike Babcock about it, he could not give them an answer

The Health Department has purchased 18 laptops and one computer for the temporary Contact Tracers.

- Cost of \$33,000
- A large amount of money to be spent without discussing with Unified Command or Commissioners

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- Commissioner Porter said should have been included in decision to purchase...let them (Health Department) pay
- What happens to laptops after pandemic
- Why still paying for cell phones

Commissioner Cameron had sent an email to Corey Hamilton and Erin Wood asking if available to discuss

- No response from Corey

It was also noted that the Auditor is requesting a letter from Genesis saying what the County CARES Grant money will be used for.

- Commissioner Cameron has sent an email to Genesis requesting

There was review of the November 30, 2020 minutes. The Clerk is to watch the video to confirm Commissioner Porter's comments regarding Kennel Master.

There was brief discussion regarding a letter from Newton Township Trustees regarding Avondale issues.

- Commissioner Cameron forwarded a copy of the letter to Stan Lucas, Sewer Department Manager
- The Clerk is to compose a letter to Newton Trustees

**RESOLUTION 20-1130** Commissioners declare an Executive Session at 4:15 p.m. for the purpose of discussing a Personnel Matter pertaining to wages of public employees of Muskingum County Commissioners. This session ended about 4:40 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1131** authorize wage increase for Susan A. Reese, Clerk to the Muskingum County Commissioners of \$2.50 per hour to be effective December 06, 2020.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

**RESOLUTION 20-1132** authorize wage increase for Pamela S. Davis, Human Resources Director for Muskingum County, to \$30.77 per hour to be effective December 06, 2020.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

There was brief discussion regarding a letter from the Muskingum County Fair Board asking for CARES funding.

- It was decided to prepare a response on Monday



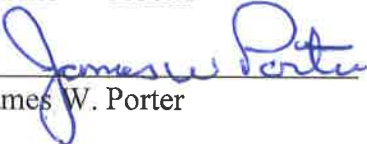
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With no further business being before the Board, the meeting was adjourned at approximately 5:02 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.

  
Cindy S. Cameron

  
Mollie S. Crooks

  
James W. Porter

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