

Minutes for December 05, 2022

Commissioners Present: Crooks, Cameron
Commissioner Porter was absent
Staff Present: Susan Reese

RES 22-1208 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.
Vote was Crooks, aye; Porter, absent; 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; Cameron, aye. Motion carried.

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

Commissioner Porter was not present for today's session. No one received a message from him that he would not be in attendance today.

Commissioner Crooks reminded the Board that she would not be in session Thursday because she will be attending the CCAO Winter Conference.

The Commissioners received and reviewed the November financials from the County Auditor.

There was discussion regarding overtime at the Board of Elections. Commissioner Cameron would like to have a conversation with their Board.

The following legislation was now considered:

RESOLUTION 22-1209 rescind Resolution 22-1185 dated 11.28.2022 Per Stephanie Spencer, Chief Administrator.
Motion made by Commissioner Cameron, seconded by Commissioner Crooks.
Roll Call: Crooks, aye; Porter, absent; Cameron, aye. Motion carried.

RESOLUTION 22-1210 approve the decrease/increase in Appropriations & Line item transfer within Fund Number 001 for Muskingum County Court of Common Pleas, Requested by Mark C. Fleegle, Judge as follows:

DECREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-240-501002	\$13,776.00
Equipment	001-240-506001	\$17,000.00
Other Expenses	001-239-507002	\$11,000.00

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-241-501002	\$ 2,940.00
PERS	001-241-502003	\$ 411.00
Insurance	001-241-502004	\$ 425.00
Contracts	001-241-504008	\$38,000.00

LINE ITEM TRANSFER OF MONIES

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<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-240-501002-Salaries	001-241-504002-Contract Laboratory	\$2,500.00
001-241-506001-Equipment	001-241-504008-Contracts	\$3,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1211 approve the fund to fund transfer of monies for the Muskingum County Job & Family Services as requested by Tom Smith, Fiscal Supervisor, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510004-County General	007-000-414002- Public Assistance	\$57,182.50

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1212 approve the fund to fund transfer of monies for the Muskingum County Job & Family Services as requested by Tom Smith, Fiscal Supervisor, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510013-JFS Flex Support	069-000-414002- Child Support Enforcement	\$150,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1213 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, Fiscal Supervisor of MCJFS, as follows:

Line Item Transfer of Monies for 2nd Quarter SS Share Transfer SFY21 (Oct-Dec 2021)

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 11,360.15
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 156.49
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,512.21
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 3,441.20
007-697-502009 SS BWC	007-692-502009 PA BWC	\$ 371.08
007-697-507001 SS Other	007-692-507001 PA Other	\$ 942.88

Line Item Transfer of Monies for 3rd Quarter SS Share Transfer SFY21 (Jan-Mar 2022)

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 9,632.59
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 133.97
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,347.12
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 2,174.19
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,530.50

Line Item Transfer of Monies for 4th Quarter SS Share Transfer SFY21 (Apr-Jun 2022)

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 11,544.49
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 161.25
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,437.88
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,981.51
007-697-504141 SS CORSA	007-692-504141 PA CORSA	\$ 620.50
007-697-507001 SS Other	007-692-507001 PA Other	\$ 1,065.44

Line Item Transfer of Monies for 1st Quarter SS Share Transfer SFY22 (Jul-Sept 2022)

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
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007-697-501002 SS Salaries	007-692-501002 PA Salaries	\$ 9,073.43
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 125.90
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 1,268.97
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 1,822.24
007-697-507001 SS Other	007-692-507001 PA Other	\$ 940.66

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1214 approve the line item transfer of monies within Fund Number 001 for Muskingum County Commissioners, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-102-502003-PERS	001-102-502001-Salaries	\$7,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1215 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Planning Commission, as requested by Andy Roberts, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-366-501002	\$300.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

RESOLUTION 22-1216 approve the line item transfer of monies within Fund Number 001 as requested by Mark Schneider, Supervisor, Muskingum County Recycling, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-371-504001 Contract Services	001-371-501002 Salaries (Bonuses)	\$1,400.00

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Eric Reed, ARPA Compliance Officer, joined the Commissioners for a virtual meeting with Jeff Polesvosky of Columbus Partnership, regarding their request to the Appalachian Community Grant for The Wilds. Bob Lamb with Connect Real Estate, Jennifer Lyall, New Concord Mayor and Susan Hasseler, President, Muskingum University were also in the virtual meeting.

- They will be seeking support for Technical Assistance of \$250,000.
- Jeff and Bob have met with the State
 - \$250,000 per county
- Jeff will speak with John Carey and ask why can't we do more here?"
- Jeff will send a template for a letter of support from the County

Commissioner Cameron commented that she is very glad that we talked with them. It really helped clarify some things.

Eric continued with his ARPA report.

- Avondale
 - He has reached out to the HUD representative for the Avondale project

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Commissioner Crooks reported that Carolyn Hughes called and asked about storing straw in the Humane Officer building on Newark Road. Teresa with PAWS would also like to store flea spray over the winter. Commissioner Crooks told her that should be fine, but checked with Scott who said that there would be enough heat that the aerosol cans should not freeze.

Pam Davis, Human Resources, came to talk with the Commissioners. Pam presented the following:

RESOLUTION 22-1217 approve the employment of Susan Burris as Clerk/Permit Technician for the Muskingum County Building Department, contingent upon passage of the pre-employment assessments. Starting wage will be \$13.50 per hour with the opportunity for an additional \$.50 per hour upon the successful completion of the 180 day probationary period. Motion made by Commissioner Crooks, seconded by Commissioner Cameron.
Roll Call: Crooks, aye; Porter, absent; Cameron, aye. Motion carried.

Pam presented the Commissioners with two quotes for copier/printer for HR/Insurance. The following was then considered:

RESOLUTION 22-1218 approve the purchase of 1 Canon iR ADV DX C3835i Color Printer Copier for the Muskingum County Human Resources/Insurance Benefits Departments, from the Gordon Fleisch Company, Inc. at a cost of \$6,689.00. Monthly maintenance cost of \$101.25, plus overages
Motion made by Commissioner Cameron, seconded by Commissioner Crooks.
Roll Call: Crooks, aye; Porter, absent; Cameron, aye. Motion carried.

There was discussion regarding the Projects Department funds. It was decided to have Stephanie Spencer, Chief Administrator, Don Madden, Projects Director and Pam Davis, Human Resources meet this afternoon to discuss. Pam will coordinate.

The Commissioners adjourned for lunch to host the annual Courthouse Christmas Potluck for County employees.

Danny Brenneman, Director, MCJFS, came to discuss his 2023 Budget with the Commissioners.

- Danny asked the Commissioners to consider \$600,000 share again this year

Mark Zanghi, Assistant Prosecutor, came to talk to the Commissioners about the Dwight Taylor properties and the following was considered:

RESOLUTION 22-1219 WHEREAS, the real property known as tax parcel #73-15-07-01-000 consisting of 7.23 acres; said property being located at 2425 Three Towers Road, Chandlersville (Wayne Township), Ohio, 43727, was forfeited to the Board of County Commissioners, Muskingum County, Ohio as the result of a criminal matter (*State of Ohio vs. Dwight W. Taylor*, Case No. CR2020-0182); and

WHEREAS, the Entry granting forfeiture of the real property to the Board of County Commissioners, Muskingum County, Ohio is recorded at Book 2940, Page 411 of the Official Records of Muskingum County, Ohio; and

WHEREAS, Dwight Taylor entered into a Lease Agreement with Option to Purchase the real property located at 2425 Three Towers Road, Chandlersville, Ohio 43727 on or about August 30th, 2018 with Richard and Ashley Marshall; and

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WHEREAS, this Board of County Commissioners, Muskingum County, Ohio adopted Resolution Number 21-0411 on April 22, 2021 authorizing Amendment No. 1 to the Lease Agreement with Option to Purchase; and

WHEREAS, Richard & Ashley Marshall, pursuant to the terms and conditions of the Lease Agreement, have elected to exercise their option to purchase the real property located at 2425 Three Towers Road, Chandlersville, Ohio 43727; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Muskingum County, Ohio authorizes the sale of the real property located at 2425 Three Towers Road, Chandlersville, Ohio 43727 to Richard & Ashley Marshall for the balance due pursuant to the terms and conditions of the Lease Agreement.

BE IT FURTHER RESOLVED, that Mollie S. Crooks, President, Board of County Commissioners, Muskingum County, Ohio is authorized to sign any and all instruments which are required to convey the property

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

Mark confirmed that once the deed is prepared, this resolution also allows the deed to be signed by a Commissioner.

Don Madden, Project Manager; Stephanie Spencer, Chief Administrator and Pam Davis, Human Resources, met to discuss employee payment for utility projects.

- Don is currently paid 70% from the Water Department and 30% from the General Fund
- Zach, Don's assistant, is currently paid 50% General Fund and 50% Water Department
- It is Stephanie's feeling that they should be paid from the Water Department and Sewer Department if applicable
- Sewer work from Don would be billable to the Sewer Department

The Commissioners left to attend the swearing in of Commissioner Elect Melissa Bell.

Andy Roberts, Land Bank Director, came to see the Commissioners and requested the following:

RESOLUTION 22-1220 declare an Executive Session at 3:28 p.m. for the purpose of discussing a Real Estate Matter of the Muskingum County Commissioners. This session ended about 4:00 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

Motion carried.

There was discussion regarding overtime pay for Director and Deputy Director of the Board of Elections.

A call was placed to Pat Hennessey, Board of Elections Board Chairman to discuss.

A call was also placed to Stephanie Spencer, Chief Administrator, about the Board of Elections overtime.

- Director Gibson states that Mike Babcock, former Chief Administrator, told her overtime would be paid at time and half
- The concern is that no other Directors or Department Heads get paid in this matter
- Stephanie doesn't know why/if Mike would have said that. Her guess would be that he may have said that if they can't use the comp time, they would get paid out

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- But Stephanie said, if they do have overtime, it should be straight-time, not time and half
- Pam said there should also be documentation of the time and type of work performed

With no further business being before the Board, the meeting was adjourned at approximately 4:39 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks.



Mollie S. Crooks

ABSENT

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.