

Minutes for December 09, 2021

Commissioners Present: Porter, Cameron

Commissioner Crooks was absent due to attending CCAO Conference

Staff Present: Susan Reese

RES 21-1241 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.
Vote was Crooks, absent; Porter, aye; Cameron, aye. Motion carried.

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

The Commissioners received an email from Laura Davis regarding the Perry County, Coopermill Road Biowaste/Nutrient Storage Facility.

Commissioner Cameron reported that Gretchen from EPA said the comment period for the public has ended, but the proposed project is still in the permitting stage. They will still accept letters/comments and review them. To date they have received over 500.

Commissioner Cameron reminded that the Convention Facilities appointment still needs to be made.

Commissioner Porter understood that the Mayor wanted a more diversified Board.

Mark Zanghi, Assistant Prosecutor, and Don Madden, Water Department Manager came to see the Commissioners and Mark requested the following for consideration:

RESOLUTION 21-1242 declare an Executive Session at 10:07 a.m. pursuant to O.C. 121.22 (G)(3) for the purpose of discussing pending or imminent court action of the Muskingum County Commissioners. This session ended about 10:20 a.m.
Motion made by Commissioner Cameron, seconded by Commissioner Porter.
Roll Call: Crooks, absent; Porter, aye; Cameron, aye. Motion carried.

Mark presented details to the Board regarding Prosecutor Welch's request for a Data Analyst for 2022.

Don Madden presented maps for Imlay-Wilsonwood and other residents that have petitioned for water close by. Don is looking for the Board's direction.

Commissioner Porter asked the difference in Mr. Roberts' request on County Line Road, other than Mr. Roberts had asked Commissioner Porter.

- Mr. Roberts never filled out an application and the property is not in his name

Don says there is one more round of HB168 funding, but does not like our odds.

- Don does not understand how they are choosing the projects
- No one has provided any scoring mechanism that explains how the funding is awarded

Minutes for December 09, 2021

Clifton Martin with OSU Extension came to meet with the Commissioners.

- He shared his 2022 Budget and a request to the Commissioners for an increase to their contribution
 - \$216,000 for the last three years
 - Requesting for \$223,000 for 2022

The following legislation was now considered:

RESOLUTION 21-1243 approve the payment of invoices incurred in 2019 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk, Muskingum County Commissioners.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Vance Law Enforcement	XPPM X26P BATTERY	\$137.38

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

RESOLUTION 21-1244 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-115-507001 Misc. Expenses	001-115-504001 Contract Services	\$3,000.00
001-102-504022 Professional Services	001-102-503001 Supplies	\$1,500.00

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

RESOLUTION 21-1245 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>
Supplies & Other Exp- Fleet	001-116-503001	\$7,000.00

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

RESOLUTION 21-1246 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

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	\$10,016.91
007-697-502001-SS Medicare	007-692-502001-PA Medicare	\$ 138.00
007-697-502003-SS PERS	007-692-502003-PA PERS	\$ 1,402.62
007-697-502004- SS Insurance	007-692-502004-PA Insurance	\$ 3,051.23
007-697-502009-SS BWC	007-692-502009-PA BWC	\$ 360.37
007-697-507001-SS Other	007-692-507001-PA Other	\$ 627.66
007-697-501002-SS Salaries	007-692-501002-PA Salaries	\$ 8,852.15
007-697-502001-SS Medicare	007-692-502001-PA Medicare	\$ 120.95
007-697-502003-SS PERS	007-692-502003-PA PERS	\$ 1,236.34
007-697-502004-SS Insurance	007-692-502004-PA Insurance	\$ 2,435.98
007-697-507001-SS Other	007-692-507001-PA Other	\$ 1,333.25
007-697-501002-SS Salaries	007-692-501002-PA Salaries	\$ 10,496.72
007-697-502001-SS Medicare	007-692-502001-PA Medicare	\$ 144.53

Minutes for December 09, 2021

007-697-502003-SS PERS	007-692-502003-PA PERS	\$ 1,469.39
007-697-502004-SS Insurance	007-692-502004-PA Insurance	\$ 2,427.84
007-697-504141-SS Corsa	007-692-504141-PA Corsa	\$ 143.76
007-697-504141-SS Other	007-692-507001-PA Other	\$ 894.44
007-697-501002-SS Salaries	007-692-501002-PA Salaries	\$ 9,209.37
007-697-502001-SS Medicare	007-692-502001-PA Medicare	\$ 126.03
007-697-502003-SS PERS	007-692-502003-PA PERS	\$ 1,284.88
007-697-502004-SS Insurance	007-692-502004- PA Insurance	\$ 2,459.04
007-697-507001-SS Other	007-692-507001-PA Other	\$ 1,651.14

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1247 approve the Supplemental Appropriation of Funds within Fund Number 180, Southern-Sundale Water Project, for the Muskingum County Water Department, as requested by Peggy Taylor, Office Manager.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services-Southern Sundale	180-375-504001	\$2,038,468.70

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1248 approve the line item transfer of monies within Fund Number 154, Big B Water Project, 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>
154-373-504001-Contract Services Big B Water	154-373-504013-Engineering	\$1,918.27

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1249 approve the line item transfer of monies within Fund Number 137, Imlay-Wilsonwood Water Project 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>
137-373-506030-Land	137-373-504013-Engineering	\$1,063.00
137-373-504001-Contract Service Imlay-Wilsonwood Water	137-373-504013-Engineering	\$ 635.52

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1250 approve the payment of invoices incurred in 2019 and 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Nicole Schwartzmiller, Office Manager, Muskingum County Building Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Village of New Concord	Village Rebate Correction 12-3-21	\$ 140.71
Village of South Zanesville	Village Rebate Correction 12-3-21	\$ 61.00
City of Zanesville	Village Rebate Correction 12-3-21	\$3,820.97

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Minutes for December 09, 2021

RESOLUTION 21-1251 accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit change for Palmer Road Bridge in Muskingum County as determined by Muskingum County Engineer Mark Eicher. The bridge's current status of "Posted with Warning" notice should be removed due to installation of galvanized repurposed 27x84 steel beams with new concrete deck on existing rehabbed abutments.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1252 approve the posting of the position of Records Clerk for the Muskingum County Records Retention Center. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1253 approve and authorize James W. Porter to sign on behalf of the Board of Muskingum County Commissioners the Pay Request Number two (2) in the amount of (\$36,186.00) for 2020 WPCLF HSTS Program:

7960 Old Town Rd., Fultonham	\$17,185.00
101 N. Sundale Dr., Norwich	\$17,947.00
Administration	\$ 1,054.00

Requested by Sheila Samson, Director, Muskingum County Community Development.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1254 approve the line item transfer of monies within Fund Number 001 as requested by Beth Iden, Deputy Clerk as follows for Information Services:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-111-506001 Equip. & Maint.	001-111-504017 Lic. & Support	\$45,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1255 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Sheriff's Office, as requested by Matthew Lutz, Sheriff.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
CORSA Claims	001-458-506010	\$10,797.81

Checks from CORSA will be paid into the General Fund. The requested appropriation will assist with the purchase of replacement vehicles.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1256 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>
001-458-502004 Insurance	001-458-501002 Salaries	\$18,500.00
001-458-502006 Unemployment	001-458-501002 Salaries	\$ 3,000.00
001-458-502009 Workers Comp	001-458-501002 Salaries	\$22,000.00

Minutes for December 09, 2021

001-458-503017 COVID-19 Supplies	001-458-501002 Salaries	\$ 9,500.00
001-458-504001 Contract Services	001-458-501002 Salaries	\$32,000.00
001-458-506002 Computer Equipment	001-458-501002 Salaries	\$25,000.00
001-458-504349 Jail Medical	001-458-502003 PERS	\$15,000.00
001-458-503001 Supplies	001-458-506010 Vehicles	\$ 7,200.00
001-458-506001 Equipment	001-458-506010 Vehicles	\$ 4,600.00
002-502-504403 Dog and Kennel-Vet Exp	002-502-501002 Dog and Kennel-Salaries	\$ 2,000.00
031-458-501002 Drug Interdiction-Salaries	031-458-502004 Drug Interdiction-Insurance	\$ 538.37
093-458-504001 911 Contract Services	093-458-501002 911 Salaries	\$ 2,500.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Motion carried.

The Clerk shared that she received an email from Liam Blake of Flecto inquiring about their last Pay Request.

- Commissioner Cameron thought we all agreed we should talk with Pat Kelly before proceeding with any payments; what is still outstanding and what should be paid
- Commissioner Porter is not in favor of paying them anything until the work is completed and we are satisfied with it

The Clerk explained to the Board that the monitor in the front office that shows who is at the door, has gone bad and needs replaced.

- Robert has provided an estimate
 - The Commissioners agreed to the purchase
 - Commissioner Porter asked about a camera that could provide a more broad view

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

- Avondale
 - Eric met with Energility at the facility Tuesday
 - He presented the Commissioners with the second Energility invoice
 - Energility will request RFQ's, design, bid and build HVAC and windows
 - Avondale requested that folks that have donated in-kind be given the chance to bid
 - ORC requires there to be a Review Committee to review the bids
 - This committee consists of 3-5 people
 - Candy Emmert, Director Adult and Child Protective Services
 - Gary King, Director, Avondale
 - James Williams, Avondale Maintenance
 - Ted Lemmon, The Shelly Company
 - Commissioner Appointment
 - The Commissioner agreed for Eric to be their representative
 - Eric is to ask Mark Zanghi about this ORC requirement
 - Would like to start on HVAC mid-January

Minutes for December 09, 2021

- Windows in late spring
- Clean Face rehab
 - Jeremy Davis has sent a sketch of renovations for review
 - Commissioner Porter suggested Eric show these to Jason Baughman at the Building Department to make sure the number of commodes are adequate based on usage
 - Jeremy should have an estimate by the end of next week if sketch is okay
 - Commissioners agreed to proceed with estimate of sketch as a good starting point
- Norfield-Arch Hill Water Project
 - Estimated 30 year revenue; \$350,000
 - ARPA request \$1,000,000
- Pollock Apartments' request removed from list
 - Eric has informed Susan Jones
- Licking View Sewer
 - Third round of HB168 funding should be announced next week
 - Don is concerned we've not heard anything yet
- Vista View Project
 - Mike Maniaci had told Commissioner Crooks that not all Muskingum Township Trustees were in agreement to put all of their ARPA money towards this project
 - Eric said that all three Trustees had signed the agreement with Stan
 - The County has only committed to the engineering of the project
 - Commissioner Cameron commented that she doesn't know how we cannot do Licking View

Commissioner Cameron reported that she will not be here for session next Thursday, December 16.

The Commissioners agreed not to have the Courthouse Christmas Potluck this year due to the continued COVID issues.

Pam Davis, Human Resources, came to meet with the Commissioners.

- Pam reported that Lucretia accepted the position of Records Coordinator, effective December 7
 - How to announce to fellow staff, Elected Officials and Department Heads
 - Pam will send notice to Elected Officials and Department Heads
 - Pam will tell Lucretia to move forward with staff meeting
- It was agreed to post the Records Technician position at \$12-\$14 per hour
- Pam reported that Jeff Jadwin, EMA Director, has met with Tiffany Beardsley to interview for the Administrative Assistant position and would like to hire her for that position.
 - Commissioner Cameron said that Jeff and Travis will be the ones working with her, it's their decision
 - Commissioner Porter's only concern is that she left once before
 - The following was then considered

Minutes for December 09, 2021

RESOLUTION 21-1257 approve the employment of Tiffany Beardsley as Administrative Assistant for Muskingum County EMA, LEPC and Coroner. Starting wage to be \$15.00 per hour with the opportunity for an increase of \$.50 per hour upon the completion of the 180 day probationary period. Employment to begin January 03, 2022.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Pam reported that Debra Nye, Auditor would like to see documentation in Andy Roberts' file regarding discipline.


- Pam and Commissioner Porter would agree
- Pam will prepare draft document for review

With no further business being before the Board, the meeting was adjourned at approximately 11:50 a.m. on the motion of Commissioner Cameron and the second of Commissioner Porter.



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.