

# Minutes for December 10, 2020

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

**RES 20-1146** 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 Crook .  
Vote was Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

The following legislation was now considered:

**RESOLUTION 20-1147** approve the Supplemental Appropriation of Funds within Fund Number 130, for the Muskingum County Emergency Management Agency.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID-19	130-461-503017	\$75,000.00

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

**RESOLUTION 20-1148** approve the line item transfer of monies within Fund Number 021 as requested by Candace Emmert, Executive Director , as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
021-695-504329 Emergency Ser	021-695-507001 Other Expenses	\$15,000.00
021-698-502004 Empl Ins	021-698-501002 Salaries	\$12,000.00

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

**RESOLUTION 20-1149** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Sheriff , as requested by Matthew Lutz.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID-19 Expenses	001-458-503017	\$18,523.96

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

**RESOLUTION 20-1150** accepts Official Amended Certificate Number Twenty-nine (29) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated December 03, 2020.

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

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**RESOLUTION 20-1151** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Community Development, as requested by Sheila Samson, Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Contract Services	001-375-504001	\$4,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1152** approve application and authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Muskingum Watershed Conservancy District Project Assistance Program Application for Wills Creek Road Culvert Replacement. Requested by Mark Eicher, County Engineer.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1153** approve and authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the Pay Request Number One (1) in the amount of \$27,674.28 to Flecto Construction for the Muskingum County Dog Warden Project.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1154** approve the line item transfer of monies within Fund Number 001 as requested by Alma Tennent, Clerk, Muskingum County Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-242-504163 Sub Judge	001-242-503001 Supplies	\$400.00
001-242-504163 Sub Judge	001-242-507001 Misc Expense	\$400.00

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1155** approve the payment of 2021 Membership Dues in the amount of \$9,088.00 for Ohio Mid-Eastern Governments Association (OMEGA).

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1156** accept and sign ODOT Proposed Consultant Modification for the Philo Bridge, as requested by Mark Eicher, County Engineer.

Motion made by Commissioner Crooks, seconded by Commissioner Porter.

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

**RESOLUTION 20-1157** approve the posting of the position of Office Clerk for the Muskingum County Water Department, for 40 hours per week at 12.50 per hour. 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.

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**RESOLUTION 20-1158** approve funds transfer of monies for the Muskingum County Auditor as requested by Michael Babcock, Chief Administrator, as follows:

**FUND TRANSFER OF MONIES**

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>
001-103-502004 Insurance	001-103-504007 Supplies	\$ 500.00
001-102-507001 Misc Exp	001-103-501001 Elected Officials	\$2,291.00

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

**RESOLUTION 20-1159** accept the resignation, for the reason of retirement, for Wilma Moody of the Muskingum County Maintenance – Housekeeping. Resignation/Retirement to be effective December 31, 2020.

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

**RESOLUTION 20-1160** approve the posting of the position of Housekeeping in Muskingum County Maintenance at 40 hours per week at \$11.00 per hour. This request was submitted by Pam Davis, Human Resources.

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

**RESOLUTION 20-1161** approve the line item transfer of monies within Fund Number 007 as requested by Muskingum County Job and Family Services, as follows:

**LINE ITEM TRANSFER OF MONIES**

<b><u>From Line Item</u></b>	<b><u>To Line Item</u></b>	<b><u>Amount</u></b>
0074-692-507001 PA Other	007-692-504202 PA Utilities	\$10,000.00

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

The Clerk was asked to prepare a Certificate of Appreciation for Wilma Moody.

Pam was asked to set up interviews Monday for IT Director Position.

Commissioner Cameron reported that she had a message from John Graham yesterday and returned his call.

- Commissioner Porter said for the record, that he did not discuss the Board's decision with him Monday night
- Commissioner Cameron said he asked about the \$2,500 liquor permit
- He asked about the Fair Board request
  - She told him that if they would discuss again in session and consider giving the Fair Board additional money, she would have consider giving to others, as well

Commissioner Cameron reported that Dana Matz and Matt Abbott called over 30 businesses regarding the liquor license grant.

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Commissioner Porter reported he received a call from Sonya S. regarding the flagpole at the ODC nursing home facility that is being torn down.

She has concerns that the flagpole will be demolished.

- That flagpole was donated honoring a former Health Director and Veterans
- Commissioner Porter stopped at the site to talk with Zemba
  - The flagpole will stay, they will be developing a park on the site

Commissioner Cameron noted that we have not seen the samples from the contractor for the Dog Warden facility.

- The Commissioners placed a call to Jason Baughman at his request.
  - He was not available

Commissioner Cameron reported that she received a call from Steve Baldwin informing her that Gloria Brown, Rambo Director, will be retiring March of 2021.

- Steve said he was caught by surprise
  - Commissioner Cameron did not know anything about it

Sharon Parker from Genesis sent the letter explaining their use of the CARES Grant monies.

Jason Baughman returned the Commissioners' call.

- He has talked with the Coshocton Mayor and Commissioners
  - They would like for Muskingum County Building Department (Jason) to work from their office one day per week beginning January 1
  - They will provide the office space
  - Would the Commissioners approve
    - Would there be a trial period
      - Jason would like to re-visit in June
  - Commissioner Porter said it would be good to have a contract with Coshocton
- There was discussion regarding Coshocton's request for waiving of building fees for their City Hall
  - Jason said that is not a typical request
  - Commissioner Crooks asked if this may be a test from Coshocton in light of the new agreement
    - Jason thought perhaps – but he will have a conversation with them either way the Commissioners vote...this is not the typical waiver
  - Commissioner Porter has concerns that if this is granted to Coshocton, every other county will be asking, as well

**RESOLUTION 20-1162** authorize the Muskingum County Building Department/aka Mid-East Ohio Building Department to waive building fees for City of Coshocton for an upgrade of the HVAC System at City Hall.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

Motion carried.

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Larry Daniels, Veterans' Services, let Commissioner Crooks know that the Veterans' Council will be taking care of updating the wreaths on the Courthouse lawn.

There was brief discussion regarding working on CARES Grant checks and envelopes yesterday. Teddy was helping and noticed that some addresses didn't match and one hotel was possibly ineligible because of delinquent lodging tax.

- Commissioner Crooks noted that some physical business address were different than mailing addresses

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

The Clerk let the Board know that George Helbling called, during the lunch break, to ask for a copy of their "Oath of Office."

Commissioner Cameron reported that she received a phone call from Cole Ryan regarding the Law Administration Building renovation.

- The project was to be completed in November
  - Partly because of quarantines, they will be lucky to have it completed by the end of January
  - It appears that there are no penalties for late completion
  - However, there will be additional cost for storing the furniture for additional time
    - Could we store the furniture in a County building; perhaps the Help Me Grow building in Putnam

Commissioner Cameron also received a call that there is a COVID positive employee in County Court

- There is concern that Judge Vinsel will not allow other employees to work from and/or go home

Commissioner Crooks moved to accept and approve the minutes of the December 07, 2020 session with additions and corrections.

Commissioner Porter seconded.

Vote was Cameron, aye; Crooks, aye; Porter, aye.

Motion carried.

Commissioner Porter reported that he did not call John Graham.

There was discussion regarding Unified Command and the lack of making businesses responsible and accountable during this pandemic.

- Commissioner Porter said he was encouraged by the Sheriff's willingness to help with enforcement
- Commissioner Cameron noted Dr. Butterfield's statement "Unless someone steps up and grabs the bull by the horns, numbers will not get better".

Sheriff Lutz texted Commissioner Cameron during session to ask the Board about purchasing an app for the Sheriff's Department.

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He also asked about the Media Blast from law enforcement

- Who else will be involved
  - Chief Coury from ZPD?
  - Sheriff Lutz will be over to discuss after meeting with Prosecutor

A call was placed to Mayor Mason.

- He is frustrated because of no yes or no answers regarding enforcement of COVID mandates
  - Don't set rules and then don't enforce them
- He was asked if the ZPD could help
  - He would suggest ceasing business with businesses that don't comply
  - Mayor has question about ZPD serving civil complaints or just violations according to ORC
- Mayor will set up meeting with Prosecutor, ZPD, Sheriff, Commissioners and himself

The Commissioners addressed Don Madden's request to use local water department revenue to pay cash for the three smaller water project: County Line Road; Imlay-Wilsonwood and The Wilds.

- The Commissioners agreed but asked Don to consult with them before doing anything further with The Wilds

The following was presented and considered:

**RESOLUTION 20-1163** approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Domestic Relations Court, as requested by Judge Jeffery Hooper.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
COVID-19	001-247-503017	\$8,930.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

**RESOLUTION 20-1164** declare an Executive Session at 2:53 p.m. for the purpose of discussing a Personnel Matter pertaining to wages of a public employee of Muskingum County Commissioners. This session ended about 3:13 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Crooks.

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

**RESOLUITON 20-1165** authorize and approve wage increase of \$1.00 per hour for Teddy Michel, Office Clerk, Muskingum County Commissioners. This increase is to be retro-active to November 22, 2020.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Sheriff Lutz called in and said he will be out of town Monday, but would like to be involved in the conversation with the Mayor and the Prosecutor.

He also explained the Sheriff app they would like to purchase.

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- The app would be for residents to download on the electronic devices to be connected to the Muskingum County Sheriff's office
  - Would work like a weather or news app
    - Would allow receiving of notifications from the Sheriff's Office
  - He believes this could be covered with CARES money
    - Stark County just bought this with CARES money
    - It was suggested he ask the Auditor's office and also contact Stark County
  - The Commissioners are okay with the app if can be purchased with CARES money

There was discussion regarding the IT Director position.

- Dan thinks there will not be a need for an additional IT employee, because the new director will not be spending time with the Prosecutor's office because they will have a designated person now

A call was placed to Corrie Marple, Record Center, asking about her request to approve Retention Schedules for County General and Commissioners. The following was then considered:

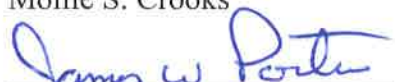
**RESOLUTION 20-1166** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the County General Records Retention Schedule (RC-2) Part I as requested by Corrie Marple, Director, Muskingum County Records Center. Motion made by Commissioner Porter, seconded by Commissioner Crooks. Roll Call: Cameron, aye; Crooks, aye; Porter, aye Motion carried.

**RESOLUTION 20-1167** authorize Cindy S. Cameron to sign on behalf of the Board of Muskingum County Commissioners the County Commissioners Records Retention Schedule (RC-2) Part I as requested by Corrie Marple, Director, Muskingum County Records Center. Motion made by Commissioner Porter, seconded by Commissioner Cameron. Roll Call: Cameron, aye; Crooks, aye; Porter, aye. Motion carried.

With no further business being before the Board, the meeting was adjourned at approximately 4:21 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.*