

Minutes for December 13, 2021

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

RES 21-1258 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, aye; Porter, aye; Cameron, aye. Motion carried.

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

There was discussion regarding Children Services request for flooring and bathroom renovations at their Seventh Street offices.

- It was agreed for them to proceed with Modern for flooring because they will be able to match up to the flooring just recently replaced
 - Commissioner Cameron will respond to Candy's email to let her know

Pam Davis, Human Resources, came to give the Commissioners draft documentation of discipline for a County Employee.

Commissioner Cameron reminded everyone that she will not be here Thursday.

Commissioner Cameron reported that the Center for Seniors did two more interviews last week and will be discussing at tomorrow's Board meeting.

- Commissioner Porter asked if they are taking suggestions for the Director position
- He wondered about sharing a Director with Guernsey County. He's heard nothing but good things about their Director
 - Commissioner Crooks said she had private messaged him to let him know the Muskingum County position was open, but never heard from him
 - Commissioner Cameron said he did not apply

The following legislation was now considered:

RESOLUTION 21-1259 approve the Supplemental Appropriation of Funds within Fund Number 020, for the Muskingum County Rambo Memorial, as requested by Shannon Bell, Executive Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Grant-Prog Equip/Supply	020-585-503023	\$3,500.00

Motion made by Commissioner Porter, second by Commissioner Cameron.

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

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RESOLUTION 21-1260 approve the line item transfer of monies within Fund Number001 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>
001-119-504368 Official Bonds	001-119-502005 Ins. & H.R. Exp.	\$1,000.00
001-117-504001 Contract Services	001-117-503005 Fuel	\$1,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1261 approve to rescind Resolution 21-1119 dated 11.15.2021 in order to adopt the correctly worded resolution today.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1262 authorized to sign all documents for and enter into a Water Supply Revolving Loan Account Agreement with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for planning, design and construction of water facilities on behalf of the county of Muskingum, Ohio.

That the dedicated source of repayment will be water revenues.

That this resolution shall take effect and be in force from and after the earliest period allowed by law. Requested by: Don Madden, Projects Director

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1263 accepts Official Amended Certificate Number Thirty Five (35) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated December 01, 2021.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1264 accepts Official Amended Certificate Number Thirty Six (36) as submitted by Muskingum County Auditor, Debra J. Nye, on behalf of the Muskingum County Budget Commission dated December 03, 2021.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1265 approve the payment of invoices incurred in 2020 with 2021 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Matthew J. Lutz, Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Community Ambulance Service	Inmate, Tracey Weaver	\$126.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1266 rescind Resolution 21-1164 dated November 22, 2021 For Muskingum County Job & Family Services, per Stephanie Spencer.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

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RESOLUTION 21-1267 approve the line item transfer of monies within Fund Number 193 as requested by Sheila Samson, Community Development as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
193-375-504381	193-375-504300	\$22,855.00

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1268 approve the line item transfer of monies within Fund Number 118 as requested by Clarissa Mitchell, Manager Title Office, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
118-122-507001-Misc Expenses	118-122-504001- Contract Services	\$900.00

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1269 authorize the advertisement of quotes for the Outdoor Maintenance, including mowing and trimming of grass, for the Muskingum County Water and Sewer Department to the Muskingum County Website on December 13, 2021

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1270 authorize the advertisement of quotes for Septic Pumping of 100 various locations every year for 3 year for the Muskingum County Sewer Department to the Muskingum County Website on December 13, 2021

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1271 authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Coverage Disclosure Statement and application with Medical Benefits Administrators, Inc. Requested by Pam Davis, Muskingum County Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Cameron.

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

RESOLUTION 21-1273 declare an Executive Session at 2:55 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Community Development. This session ended about 3:06 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1274 accept the resignation of Sheila Samson, Director, Muskingum County Community Development to be effective January 14, 2022.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

The Commissioners signed a Certificate of Appreciation for Bert Hendley. Commissioner Porter will deliver to Mr. Hendley.

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Andrea McCarty, Clerk for Probate Court, came to meet with the Commissioners to discuss her 2022 Budget.

- Increasing Insurance line
- Increase Contract Services by \$4,200 for new computer and recording updates

There was discussion regarding the APG sketch for the Clean Face renovations.

- Commissioner Porter asked if the Fair Board has seen this
- He has concerns that we are going backwards in eliminating commodes and showers
 - But, as long as getting the water situation fixed and functioning, he doesn't care what they do
- Commissioner Crooks asked Don Madden to attend the Fair Board meeting tomorrow night
- Commissioner Cameron reported she will not be attending that meeting

Andy Roberts, Director, GIS, came to talk with the Board about Brownfield monies.

- Andy reviewed the ODD rules for the money being put forth
 - This automatically makes the Land Bank the administrator
- Andy will work with Mark Zanghi and reach out to Townships and Villages
- All counties are guaranteed \$1 million with no match required
- Letters of application must be submitted by December 20
- The following was then considered:

RESOLUTION 21-1272 authorize the Muskingum County Land Reutilization Corporation to make application on the behalf of Muskingum County for the State of Ohio Brownfield Remediation Program without accepting any administrative costs.

Motion made by Commissioner Crooks, seconded by Commissioner Cameron.

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

In reviewing the minutes of the December 6, 2021 session, Commissioner Crooks said, in regards to the Genesis ARPA dollars, she, personally, did not agree to the second payment to Genesis.

- Commissioner Cameron said that is the way she thought it was agreed to, and she believes Eric understood it that way, as well
- It has stated on Eric's report every week
- Commissioner Crooks did not understand it to be a commitment
 - She would consider, but has not made a definitive decision
 - She didn't understand that we would be supporting the entire package
- Commissioner Porter would say that we need to decide so Genesis and Eric both know our intentions
- Commissioner Porter said he was quoted as supporting this, but what about all the other businesses, they're all very important; he wasn't here for the vote
- Commissioner Cameron said she had made it clear before it was voted on that Commissioner Porter had said he would not be voting on it, but was in support of it

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- Commissioner Cameron thought we were doing it because it was medical and COVID related
- Commissioner Porter noted that Genesis made the decision last week to treat or not to treat
 - Commissioner Cameron said Jeff Jadwin had called her while he was in a meeting and on the phone with Eric King of Genesis. He asked her to pass along to Jim and Mollie, which she did by text
 - Commissioner Porter replied to her text by saying he had been notified an hour ago through the Fire Department

Commissioner Cameron moved to approve the minutes of the December 02, 2021 session.
Commissioner Crooks seconded.

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

Motion carried.

Marlee Gibson, Katie Klinehoffer and Jennifer Norman from the Board of Elections came to discuss their 2022 Budget with the Commissioners.

- They have added \$13,500 to County Seasonals because of the possibility of the legalization of marijuana on the primary ballot next year which could cause a large turnout
- Have figured in Merit System increases of up to 3% for employees

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

Jeremy Baldwin with Enterprise Fleet Management came to meet with the Commissioners to introduce himself and the Enterprise program.

- Their goal is to drive down costs

The Commissioners told him that they are not interested at this time.

Robert Moore, IT Director, came to talk with the Commissioners about the security TV in the front office.

- \$345 for the TV monitor
- He will splice into the high definition camera through Maintenance so it can be recorded and also viewed from the front office and the Maintenance office

Crystal Brokaw, Clerk of County Court, came to discuss her 2022 Budget.

- She would like to purchase a new software system (\$114,000) and new server (\$29,000)
- She also has an employee that will be retiring in 2022
- She has figured a 3% wage increase for employees

Commissioner Cameron moved to approve the minutes of the December 06, 2021 session.
Commissioner Porter seconded.

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

Motion carried.

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Commissioner Cameron moved to approve the minutes of the December 09, 2021 session.
Commissioner Porter, seconded.
Vote was Crooks, aye; Porter, aye; Cameron, aye. Motion carried.

There was brief discussion regarding a draft of disciplinary action from Pam and time study for a County Employee

- Commissioner Porter said it can still be documented

Commissioner Porter asked about the sketch for the Clean Face renovations.

- Commissioner Crooks said she is planning to attend the Fair Board meeting tomorrow night and felt the sketch should be shared with all Fair Board members

Commissioner Cameron reported that she will be leaving at 3:45 p.m. for a 4:00 appointment.

A call was placed to Pat Kelly's office

- Pat was not available and we talked with Michael regarding the chain link perimeter fence
 - Is there an amount in the Flecto agreement
- Should we pay the latest pay request from Flecto
 - Michael will ask Pat these questions

Scott Lee, Facilities Superintendent, came to discuss his 2022 Budget.

- He is requesting increase his payroll, as they are planning some market adjustments
- He has increased Contract Services because he received notice that the elevator maintenance cost will increase
- He also increased Supplies line item due to the increased cost of supplies

Sheila Samson, Community Development, asked to meet with the Commissioners and the following was considered:

RESOLUTION 21-1273 declare an Executive Session at 2:55 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Community Development. This session ended about 3:06 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

RESOLUTION 21-1274 accept the resignation of Sheila Samson, Director, Muskingum County Community Development to be effective January 14, 2022.

Motion made by Commissioner Cameron, seconded by Commissioner Porter.

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

Don Madden, Projects Manager, came to discuss his 2022 Budget.

- Commissioner Crooks asked him if he was still planning to attend the Fair Board meeting tomorrow night
 - He said he could, but he thought since he handed it off to Mark Eicher, he thought he was done with it
 - Commissioner Crooks told him he was already on the Fair Board agenda

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• Don's major change on his budget is for the New Well; an additional \$850,000
Don was asked about his inspectors doing Prevailing Wage reports in light of Sheila's resignation

- Don didn't think that would be a problem

Don continued by giving a projects update:

- Imlay-Wilsonwood
 - Starting the clearing; under construction
- Virginia-Irish Ridge
 - Moving pump station currently in Cannelville back up to Stovertown would provide more pressure to pump up to Virginia Ridge and Irish Ridge and still pump to the Swackhammer Tank
 - Would incur cost to move and a building, but would eliminate paying two electric bills
 - Working to see if that is even feasible
- Don reported a generator fire
 - Power was out and generator transfer switch kicked in and generator kicked on and apparently it melted a return fuel line on the generator
 - Building was never on fire, just a small fire on the generator
- Big B Road
 - Will start as soon as fittings are available
- Twin Hills
 - Checking on Army Corp permit
 - May have to do soil borings depending on what CSX says
 - Going from 67" to 200" ROW could cost an additional \$40,000
- Norfield-Arch Hill
 - Will not debt service as it stands
 - \$900,000 - \$1,000,000 short
 - Will need to know what Commissioners' want done there
- Weber Force Main
 - Idea had been discussed regarding layout of line
 - Additional cost of first drawing with additional easements, \$950,000
- Licking View
 - HB 168; one more round of that
 - Also, eligible for CDBG
 - State would have to "monitor" the other projects that are completed but still on their books
- Southern-Sundale
 - Will start as soon as fittings are available
- The Wilds
 - The Wilds is committed to contributing \$200,000 towards the project
 - Still would not completely debt service
 - The Wilds have submitted for an EDA Grant
 - Don believes this is best chance to get water to their campground with The Wilds contribution

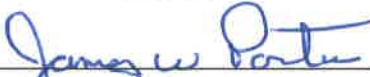
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- Commissioner Porter asked Don if he's had anymore discussions with Maysville Water about the County acquiring that system
 - Don said to be honest he has just not had time

With no further business being before the Board, the meeting was adjourned at approximately 3:38 p.m. on the motion of Commissioner Cameron and the second of Commissioner Crooks .



Mollie S. Crooks



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.