

Minutes for December 16, 2021

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

RES 21-1275 Meeting was called to order at 10:00 a.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.
Vote was Crooks, aye; Porter, aye; Cameron, absent. Motion carried.

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

The following legislation was considered:

RESOLUTION 21-1276 approve the fund to fund transfer of monies for the Muskingum County Engineer as requested by Mark Eicher, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
009-368-510002	110-000-414002	\$1,006.26

These funds will be utilized for the local share of the Engineering Services for the Duncan Falls/Philo Bridge Project.

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

RESOLUTION 21-1277 approve the line item transfer of monies within Fund Number 034 as requested by Crystal Brokaw, Clerk of County Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
034-442-502009-Workers Comp	034-442-502004-Insurance	\$97.24

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

RESOLUTION 21-1278 approve and authorize the ADVANCE of Funds from County General Fund 001 to various Funds for the Muskingum County Community Development as requested by Sheila Samson, Director, as follows:

ADVANCE OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-000-101000	177-000-414001	\$46,000.00
001-000-101000	155-000-414001	\$34,900.00
001-000-101000	191-000-414001	\$11,000.00

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

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RESOLUTION 21-1279 approve the fund to fund transfer of monies for the Muskingum County Community Development as requested by Sheila Samson, Director, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
192-375-504141- CORSA	195-375-502009-Workers Comp	\$29.62

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1280 approve the line item transfer of monies within Fund Number 009 as requested by Mark Eicher, Engineer, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
009-368-502003-PERS	009-368-502004-Insurance	\$924.95

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1281 approve the Supplemental Appropriation of Funds within Fund Number 013, for the Muskingum County Sewer Department, as requested by Peggy Taylor, Office Manager .

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Insurance	013-372-502004	\$4,100.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1282 approve the Supplemental Appropriation of Funds within Fund Number 153, 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-County Line Road	153-373-504001	\$104,228.15

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1283 authorize Mollie S. Crooks to sign Pay Application Number 2, for the purchase of pipe to complete 3 separate water projects under the Water System Material Bid for Big B Road, Mutton Ridge Road, Twin Hills Road, and Zane Trace, Zane Grey, Southern, and Sundale Road.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1284 approve the line item transfer of monies within Fund Number 001 as requested by Jason Baughman, Chief Building official as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-456-50404-Village Rebates	001-456-504396-Treasurer State of Ohio/BBS	\$2,000.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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RESOLUTION 21-1285 approve the fund to fund transfer of monies for the Muskingum County Auditor as requested by Stephanie Spencer, Chief Administrator , as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
014-373-510003	141-000-414002-Water Debt	\$16,414.10

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

RESOLUTION 21-1286 approve and authorize Mollie S. Crooks to sign on behalf of the Board of Muskingum County Commissioners the Pay Request Number three (3); 2020 HSTS Program, in the amount of \$26,368.00 to Spohn Excavating as requested by Sheila Samson, Director, Muskingum County Community Development.

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

RESOLUTION 21-1287 hereby approve the Supplemental Appropriation of Funds within Fund Number 118, for the Muskingum Common Pleas Court , as requested by Wendy Sowers, Clerk of Court .

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Insurance	118-122-502004	\$648.54

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

RESOLUTION 21-1288 approve the establishment of new fund, number 146, which does *not* require approval of the State Auditor’s Office, and line items as requested by Don Madden for the Muskingum County Projects Department.

ESTABLISH NEW FUND

<u>Purpose of New Fund</u>	Construct the Juanita Drive, El Camino Drive, and Valley Gem Sewer
<u>Fund Number</u>	146
<u>Fund Name</u>	Juanita Sewer Project
<u>Department</u>	Sewer Dept

Type Capital Project Fund

LINE ITEMS TO BE CREATED

Revenue:	Description	Fund	Dept.	Account Code
WPCLF Loan	Loan Funds	146	000	410016
ARPA Funding	Grant	146	000	409018
Advance In		146	000	414001
Transfer In		146	000	414002
Expenditures:		Fund	Dept.	Account Code
Contract Service		146	373	504001
Engineering Fees		146	373	504013
Contingency		146	373	504999
Land Acquisition		146	373	506030
Advance Out		146	373	510001

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

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RESOLUTION 21-1289 approve the line item transfer of monies within Fund Number 193 as requested by Sheila Samson, Director, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
193-375-504300-Administration	193-375-504381-Rehabilitaion	\$500.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1290 accept the recommendation by the Center for Seniors Board, of Kate Paul as Director of the Muskingum County Center for Seniors contingent upon passage of the pre-employment assessments. Requested by Keely Warden, CFS Board of Directors.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

RESOLUTION 21-1291 approve the line item transfer of monies within Fund Number 001 & 015 as requested by Todd Hixson, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-104-507001-Misc Exp	001-104-501002-Salaries	\$500.00
001-104-503001-Supplies	001-104-501002-Salaries	\$250.00
015-104-507001-DRETAC	015-104-501002-Salaries	\$300.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

There was discussion before the vote on the above resolution.

- Commissioner Porter is wondering why all three Commissioners were not involved in that decision because they were the last time; all had access to interviews with Ann Combs
 - He has no clue who Kate Paul is
 - Disappointed not more involved in the process

Sheriff Lutz came in to update the Commissioners on the Adoption Center repairs.

- It appears all of the walls are up, but they are not sealed to the floor
- The Commissioners and Sheriff Lutz did receive an email from Flecto this morning explaining the epoxy process
 - The date for move back-in is January 3
- Sheriff Lutz will call Liam at Flecto

Sheriff also reported that he talked with DLZ Jails this morning

- They can do feasibility studies
 - Cost is approximately \$20,000
- They would like to look at current jail
- He will also be making contact with McNally

Pam Davis, Human Resources, came to talk with the Board about the Community Development Position posting.

- She also presented the current Job Description and an updated Job Description

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- Sheila is willing to sit in on the interviews

Todd Hixson, Treasurer, came in to discuss his 2022 Budget.

- Has added to Supplies line for standing desks for employees
- Has figured average 4.2% employee wage increase that includes market adjustments

At 11:00 a.m. the Investment Committee meeting was called to order.

The Commissioners considered the following legislation:

RESOLUTION 21-1292 approve the line item transfer of monies within Fund Number 130 as requested by Morgan Olson, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
130-461-506001-Equipment	130-461-501002-Salaries	\$200.00

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

Commissioner Crooks told Commissioner Porter that she would take responsibility for the Center for Seniors not involving all three Commissioners in the Executive Director interview process.

- She did not understand we all were to be involved in that process
- She told them that she believed the Commissioners' role was to approve the Center for Seniors' Board's recommendation
- Commissioner Porter said he struggles with making a motion to appoint somebody he doesn't know
 - It's his opinion that they are getting desperate

Judge Kalis and Wendy Roush from Domestic Relations met with the Commissioners virtually to discuss their 2022 Budget.

- They have calculated a 3% wage increase for their employees
- Judge Kalis gave a brief update of Domestic Relations activities

RESOLUTION 21-1293 approve the posting of the position of Program Administrator, Community Development Grants. This request was submitted by Pam Davis, Human Resources.

Motion made by Commissioner Porter, seconded by Commissioner Crooks.

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

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

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Eric Reed, Compliance Officer, came to update the Commissioners regarding ARPA funds.

- There is the question of using ARPA monies to pay the qualifying CARES expenses from 2021
 - Commissioner Porter suggested notifying the departments to let them know there is an abundance of COVID supplies at the EMA Office
- Clean Face
 - Eric distributed a Proposed Scope provided by APG
 - Nearly \$306,000
- Remove EMA Pole Barn request from list
- Avondale
 - Only HVAC figured into ARPA at this time
- Genesis
 - Eric understood that the \$2.3 was the commitment now and left the balance in the “Pending” column for consideration later
 - Not sure what Genesis’ understanding is
- Munson
 - Commissioner Crooks understanding that it will be first part of January before Scope is completed
- Lear property
 - County gave \$500,000
 - Award bid was \$732,000

Commissioner Crooks would like to look at the projects and determine those that would be done even if we hadn’t received ARPA dollars.

There was continued discussion regarding the Clean Face project.

- Eric has talked with Jason Baughman, Chief Building Official, regarding this project
- Waterline should be completed before the restroom renovations begin
- Denis Swierz will do the utility survey in January
 - Once that is completed, Mark Eicher will do the design
 - Mark expects that to be done by April
- Commissioner Crooks reported that she and Don Madden attended the Fair Board meeting Tuesday
 - She presented both waterline plans to them
 - A. What the Fair Board had approved at their October meeting
 - B. What the Commissioners had proposed
 - It was unanimous that they want to go with Plan A; the original design they had approved in October
 - Commissioner Porter’s opinion would be that if we’re paying for it, we should at least do what we think is best
 - Commissioner Crooks said she presented that it is the Commissioners’ goal to remedy the water issue at Clean Face
 - Don said that it will not be more pressure, but more volume of water
 - Commissioner Porter does not understand the rationale...if you’ve got the chance to replace all those waterlines that blows apart all the time...
 - At the 12/14/2021 Fair Board Meeting, Fair Board members said they have not had any issues

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The Commissioners met virtually with ODOT for update on the IR70 reconstruction.

There was discussion regarding the pay request from Flecto for the Adoption Center.

- It was decided to hold payment of the request

There was some follow-up discussion regarding Clean Face

- Commissioner Porter said he is not sure how he will vote

Commissioner Porter moved to approve the minutes of the December 13, 2021 session, with changes.

Commissioner Crooks seconded.

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

Motion carried.

In discussion of some of the changes in the minutes, Commissioner Porter said he believed Bart Nelson's name was mentioned multiple times in the minutes during his disciplinary action.

With no further business being before the Board, the meeting was adjourned at approximately 2:39 p.m. on the motion of Commissioner Porter and the second of Commissioner Crooks.



Mollie S. Crooks



James W. Porter

ABSENT

Cindy S. Cameron

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

