

# Minutes for Thursday, January 23, 2025

Commissioners Present: Bell, Cameron  
Commissioner Prouty absent  
Staff Present: Susan Reese

**RES 25-0072** Meeting was called to order at 9:00 a.m. on the motion of Commissioner Bell and the second of Commissioner Cameron.  
Vote was Bell, aye, Prouty, absent, Cameron, aye. Motion carried.

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

The following legislation was now considered:

**RES 25-0073** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Supervisor, MCJFS.

| <u>Name of Vendor</u>      | <u>Description</u>                               | <u>Amount</u> |
|----------------------------|--|---------------|
| Mentor Up                  | Supp Svcs, Adult Mentoring,<br>Literacy Services | \$ 4,000.00   |
| Mentor Up                  | Supp Svcs, Adult Mentoring,<br>Literacy Services | \$ 3,100.00   |
| Modern Office Methods      | Copier Q5131                                     | \$ 156.72     |
| South East Area Transit    | Medical Transportation                           | \$188,968.98  |
| MCACPS                     | APS Contract-Oct-Dec 2024                        | \$ 28,789.11  |
| MCACPS                     | Social Services Contract Oct-Dec 24              | \$ 44,272.00  |
| Conf. Mobile Shredding SEO | CSEA Document Shredding                          | \$ 120.00     |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0074** accept in accordance with the Ohio Revised Code Section 5591.42 the weight limit changes for various bridges throughout Muskingum County as determined by Muskingum County Engineer Mark Eicher.  
SFN 6046304, Madison TR 115, North Branch Road, Remove Load Limit  
Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0075** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Mark Eicher, Engineer.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| Columbia Gas of Ohio  | Invoice            | \$1,332.04    |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

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**RES 25-0076** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Beth Iden, Deputy Clerk.

| <u>Name of Vendor</u> | <u>Description</u>         | <u>Amount</u> |
|-----------------------|----------------------------|---------------|
| Isaac Wiles           | Dec Legal Services Invoice | \$285.50      |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0077** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Crystal Brokaw, Clerk of Court.

| <u>Name of Vendor</u>       | <u>Description</u>        | <u>Amount</u> |
|-----------------------------|---------------------------|---------------|
| Ohio Health Consortium, Inc | Hair Follicle Test        | \$130.00      |
| South East Area Transit     | Transportation Hope Court | \$ 24.00      |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0078** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Jaci Moorehead, Law Librarian.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| Thomson Reuter        | Subscriptions      | \$117.25      |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0079** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Marlee Gibson, Director of Muskingum County Board of Elections.

| <u>Name of Vendor</u> | <u>Description</u>            | <u>Amount</u> |
|-----------------------|-------------------------------|---------------|
| B. Fink Consulting    | 24 General Elections Expenses | \$2,000.00    |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0080** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Mark Eicher, Engineer.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| AEP                   | Invoice            | \$ 350.27     |
| AEP                   | Invoice            | \$1025.88     |
| Columbia Gas of Ohio  | Invoice            | \$1,332.04    |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.  
Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

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**RES 25-0081** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Peggy Taylor, Office Manager.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| Ditch Witch           | Harness-Freight    | \$292.63      |
| Delille               | Helium Tank Rental | \$ 29.00      |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0082** authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the State of Ohio Public Employment Risk Reduction Program – Form 300AP (County and PWRE), for the year 2024, as requested by Pam Davis, Human Resources. Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0083** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Stephanie Neuhart, Business Manager.

| <u>Name of Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------|--------------------|---------------|
| Columbia Gas          | Invoice-Partial    | \$536.55      |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0084** authorize Melissa J. Bell to sign on behalf of the Muskingum County Board of Commissioners, the 2025 Benefit Management Agreement with Medical Benefits Administrators, Inc., as requested by Pam Davis, Human Resources.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0085** approve the payment of invoices incurred in 2024 with 2025 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> |
|--------------------------|--------------------|---------------|
| Central Ohio Hospitalist | 01.14.2025 Invoice | \$ 106.87     |
| Treasurer, State of Ohio | 01.16.2025 Invoice | \$1,313.00    |
| Ohio State Univ. Vet     | 01.22.2025 Invoice | \$1,047.31    |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0086** approve and authorize the repayment of an ADVANCE of monies to Muskingum County General Fund 001 from Fund 187 as requested by Kyle Dunn, Community Development Director, as follows:

**REPAYMENT OF ADVANCE OF FUNDS**

| <u>From Fund</u> | <u>To Fund</u> | <u>Amount</u> |
|------------------|----------------|---------------|
| 187-375-510001   | 001-000-414001 | \$26,200.00   |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

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**RES 25-0087** approval of the State Auditor’s Office, and line items as requested by Kyle Dunn, Director of Muskingum County Community Development.

**ESTABLISH NEW FUND**

**Purpose of New Fund**

This fund is for the implementation and administration of Development and Fair Housing.

**Fund Number**

191

**Fund Name**

PY22 CDBG

**Department**

375

**Award Amount**

\$253,800

**CFDA #**

14.228

**Grant #**

B-F-22-1CC-1

**Grant Period**

September 01, 2024 through October 31, 2026

**Grant Administrator**

Kyle Dunn

**LINE ITEMS TO BE CREATED**

| <b>Revenue:</b>      | <b>Description</b>      | <b>Fund</b> | <b>Dept.</b> | <b>Account Code</b> |
|----------------------|-------------------------|-------------|--------------|---------------------|
|                      | Cash                    | 191         | 000          | 101001              |
|                      | Fees                    | 191         | 000          | 405001              |
|                      | Local Revenue           | 191         | 000          | 405136              |
|                      | CDBG Grant              | 191         | 000          | 409010              |
|                      | Refund & Reim.          | 191         | 000          | 413003              |
|                      | Advance In              | 191         | 000          | 414001              |
| <b>Expenditures:</b> | <b>Description</b>      | <b>Fund</b> | <b>Dept.</b> | <b>Account Code</b> |
|                      | Employee Salaries       | 191         | 375          | 501002              |
|                      | Medicare                | 191         | 375          | 502001              |
|                      | PERS                    | 191         | 375          | 502003              |
|                      | Insurance               | 191         | 375          | 502004              |
|                      | Workers Comp            | 191         | 375          | 502009              |
|                      | Supplies & Other        | 191         | 375          | 503001              |
|                      | CORSA                   | 191         | 375          | 504141              |
|                      | Village of South Zanes1 | 191         | 375          | 504213              |
|                      | Village of South Zanes2 | 191         | 375          | 504216              |
|                      | Village of Dresden      | 191         | 375          | 504219              |
|                      | Administration          | 191         | 375          | 504300              |
|                      | Fair Housing            | 191         | 375          | 504332              |
|                      | Home Repair             | 191         | 375          | 504341              |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0088** approve the lighting of the Courthouse for the following:

February 15-22                      FFA Week                      Blue and Gold

March 2-8                              4-H Week                      Green

April 28-May 3                      OUZ Graduation              Green

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

**RES 25-0089** approve the payment of invoices incurred in 2024 with 2025 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Wendy Sowers, Clerk of Court.

| <b><u>Name of Vendor</u></b> | <b><u>Description</u></b> | <b><u>Amount</u></b> |
|------------------------------|---------------------------|----------------------|
| Visa                         | Court of Appeals Postage  | \$89.30              |

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

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It was agreed that Commissioner Bell would respond to the invitation from Catholic Schools of Zanesville. The Commissioners will not be able to attend, but invited the Schools to attend a Commissioners session to discuss their future plans.

The Clerk will set up virtual Public Records training for all of the Commissioners and County Administrator.

**RESOLUTION 25-0090** declare an Executive Session at 9:30 a.m. for the purpose of discussing a Personnel Matter of the Muskingum County Housekeeping. This session ended about 10:15 a.m.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll Call: Bell, aye; Prouty, absent; Cameron, aye.

Motion

carried.

**RESOLUTION 25-0091** declare an Executive Session at 10:28 a.m. for the purpose of discussing a possible litigation of the Muskingum County Sheriff's Office. This session ended about 11:14 a.m.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll Call: Bell, aye; absent, aye; Cameron, aye.

Motion carried.

Julie Stephens, Southeast Regional Director for US Senator Bernie Moreno came to introduce herself to the Commissioners and ask if there is anything the Senator can do for Muskingum County from the Federal perspective.

Eric Reed, County Administrator came to update the Commissioners.

- Jail
  - Eric reported that he talked with Elliott Allen at DLZ regarding the AISC Certification requirement
    - Eric will communicate this information with JP Marshall of Patriot Companies
  - Met with Auditor regarding processing GMP payment apps
  - BIM (Building Information Modeling) kick-off today
    - Granger IT facilitates
  - Continues working on ARPA report due January 31
- Courthouse Windows – First and Second Floors
  - Modern Glass is measuring
- Zoning Discussion
  - Townships want to know if County will be paying for ballot process
  - Need to know if Township Trustees are interested
  -

The Commissioners adjourned for lunch to resume session at 1:00 p.m.

**RESOLUTION 25-0092** declare an Executive Session at 1:40 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Housekeeping. This session ended about 2:59 p.m.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll Call: Bell, aye; Prouty, absent; Cameron, aye.

Motion carried.

Assistant Prosecutor, Mark Zanghi, came to the Commissioners to discuss zoning.

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Lucas Stafford, Evan Dosch, Eric Martin, Dawson Tracy and Alex Cavanaugh Boy Scouts from Troop 174 Nashport came to meet with the Commissioners to discuss their "Citizenship in the Community" merit badge. They were each presented with a proclamation of their service.

**RESOLUTION 25-0093** declare an Executive Session at 4:33 p.m. for the purpose of discussing a Personnel Matter pertaining to that of a public employee of Muskingum County Job and Family Services. This session ended about 5:02 p.m.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

Roll Call: Bell, aye; Prouty, absent; Cameron, aye.

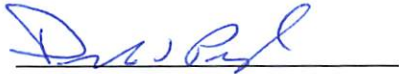
Motion carried.

The Clerk was instructed to send an email response to John Quinn, on behalf of the Commissioners, regarding a personnel matter of the Muskingum County Job and Family Services.


With no further business being before the Board, the meeting was adjourned at approximately 5:04 p.m. on the motion of Commissioner Bell and the second of Commissioner Cameron.



Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron