

# Minutes for Thursday, January 29, 2026

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

Closed on Monday, January 26 due to level three snow emergency.

**RES 26-0102** Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Prouty.  
Vote was Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

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

Commissioner Cameron moved to approve the payroll, pending review.  
Seconded by Commissioner Prouty.  
Vote was Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

The following legislation was now considered:

**RESOLUTION 26-0103** approve the decrease in Appropriations & increase in Appropriations within Fund Number 162 for Muskingum County Center for Seniors as follows:

**DECREASE APPROPRIATIONS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Supplies & Other Expense	162-002-503001	\$894.23

**INCREASE APPROPRIATIONS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Supplies & Other Expense	162-035-503001	\$894.23

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

**RESOLUTION 26-0104** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Chad Tyson, Business Director Muskingum County Center for Seniors.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Verizon	Vehicle Tracking System	\$284.25
New Dairy	Milk	\$359.47
Absolute Total Staffing	Temporary Help	\$14,809.60

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

**RESOLUTION 26-0105** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Stephanie Neuhart, Business Manager Muskingum County Board of Developmental Disabilities.

<u>Name of Vendor</u>	<u>Description</u>	<u>Invoice#</u>	<u>Amount</u>
Enervise	Rooftop Unit Community Services	671061	\$1,165.00

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

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**RESOLUTION 26-0106** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Kelly J. Cottrill, Judge Muskingum County Court of Common Pleas .

<u>Name of Vendor</u>	<u>Description</u>	<u>Line Item Number</u>	<u>Amount</u>
Drug Test Resources LLC	Drug Test Supplies	001-241-503001	\$4,101.23

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0107** approve and authorize the payment of One Thousand – Five Hundred Dollars (\$1,500.00) for Annual County Membership Dues for the Buckeye Valley Family YMCA effective March 31, 2026 through March 31, 2027. This membership will allow County employees a 10% discount on Annual Membership and no join fee.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0108** approve and authorize the repayment of an ADVANCE of monies to Muskingum County Water Fund 014 from Fund 147 as requested by the Projects Department for the Norwich Valley-Pidcock Road Water Project. The repayment of the ADVANCE will include \$285,686.04 for the repayment of money advanced to fund 147 and \$214,313.96 to be forgiven as an Advance of Funds.

**REPAYMENT OF ADVANCE OF FUNDS**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
147-373-510001	014-000-414001	\$285,686.04

**FORGIVENESS OF ADVANCE OF FUNDS**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
147	014	\$214,313.96

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0109** authorize Melissa J. Bell to sign Pay App #21 revised 2 and the OWDA reimbursement form for the Licking View Sanitary Sewer Project. This Pay App is for \$236,466.53 to Zemba Brothers, Inc.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0110** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Marcie Blackwood, Office Clerk.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
CORSA	Deductible Claimant	\$1,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

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**RESOLUTION 26-0111** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Peggy Taylor, Office Manager of Muskingum County Water Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
Vaughn Coast Vaughn	Eric Ewing Reimbursement	\$6,497.67

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0112** approve the employment of Allison Hill for the full-time RN position at \$22.00 per hour with an opportunity for an increase after completion of 180 day probationary period. The offer will be contingent upon passage of the pre-employment assessments.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 25-0113** approve the payment of invoices incurred in 2025 with 2026 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>
Foodworks Alliance LLC	RWAP Workforce Training	\$1,216.35

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0114** authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the Equitable Sharing Agreement & Certification for FY2026 for the Muskingum County Sheriff's Office.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0115** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Rachael Dille, Finance Manager.

<u>Name of Vendor</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Account #</u>	<u>Amount</u>
Maysville Local School	Latch Key	01/06/2026	033-244-504037	\$162.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0116** approve the hiring of Matthew Mead as Muskingum County Apiary Inspector for 2026 at \$2,500.00 annually.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0117** approve payment of renewal of Fieldhouse Corporate Membership 2026 in the amount of \$1,000.00, Requested by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

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**RESOLUTION 26-0118** approve the 2026 CLCCA Membership, requested by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0119** 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 2025, as requested by Pam Davis, Human Resources.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0120** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Tom Smith, Fiscal Officer MCJFS.

<u>Name of Vendor</u>	<u>Description</u>	<u>Fund</u>	<u>Amount</u>
Mentor Up	Adult Mentoring Title XX 12/2025	007-692-504401	\$1,459.27

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0121** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Matthew J. Lutz, Muskingum County Sheriff.

<u>Name of Vendor</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Line Item</u>	<u>Amount</u>
Genesis Healthcare System	11/04/2024	01/22/2026	001-458-504349	\$134.48
Walter F. Stephens Jr. Inc	09/19/2025	01/16/2026	001-458-503001	\$670.70

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0122** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Kelly J. Cottrill, Judge Muskingum County Court of Common Pleas.

<u>Name of Vendor</u>	<u>Description</u>	<u>Line Item Number</u>	<u>Amount</u>
Modern Office Methods	Overages for Copier	001-240-504002	\$129.83

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0123** authorize Melissa J Bell to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 11 and the OWDA Payment form for the Maysville Regional Water project. Pay App 11 is for RDR Utilities for \$87,964.97.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

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**RESOLUTION 26-0124** approve the payment of invoices incurred in 2025 with 2026 Funds payable to the following vendors for invoice(s) dated prior to encumbrances as requested by Peggy Taylor, Office Manager Muskingum County Sewer Department.

<u>Name of Vendor</u>	<u>Description</u>	<u>Amount</u>
City of Zanesville	4 sewer disposal invoices	\$22,600.95

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 26-0125** sign pay application GMP 013 for the New Jail Project in the amount of \$7,727,324.93.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

Zack Forker, Projects Assistant Manager, met with the Commissioners to discuss his position with the County.

Danny Brenneman, MCJFS Director, met with the Commissioners to give updates and discuss programs and changes at Job and Family Services.

Roni Kuhn, Director, Brave Beginnings met with the Commissioners regarding their application for Opioid Grant funding.

Margie Ramsey and Max Hassak with Granger Construction met with the Commissioners to introduce Mr. Hassak as the new Project Manager for the jail construction project.

Camren Zimmerman met with the Commissioners to share his design for a new County flag for Muskingum County.

The Commissioners held a meeting to discuss the upcoming Courtroom renovations. The following were in attendance:

- Kade Haddox, County Administrator
- Sheriff Matt Lutz
- Judge Eric Martin
- Wendy Sowers, Clerk of Courts
- Judge Kelly Cottrill
- Judge Gerald Anderson

Be it noted that Melinda Bateman of Columbia Gas of Ohio confirmed, via email, that Columbia Gas will cancel the previously signed mainline gas extension agreement for the new County jail at no cost to the customer. Cancellation with Columbia Gas due to the Energy Co-operative currently services the County, with a line already available at this site.

Kade reported that Modern Glass has informed him that they will start installing the Courthouse windows within the next two weeks.

The Commissioners adjourned for lunch to resume session at 1:00 p.m. with an AEP meeting off site, regarding the electric poles on downtown County property.

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**RESOLUTION 26-0126** moved to go into Executive Session at 2:42 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official of Muskingum County Information Services. This session ended approximately 3:15 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

A call was returned to Shawn Dicity, Reporter for The Times Recorder, regarding the 2026 General Budget.

Prosecutor Ron Welch met with the Commissioners to present staffing needs for 2026.

The Commissioners, Kade Haddox and Brian Addis met with a team from DLZ; Peter Neugebauer, Eric Ratts, Jeff Hirsch and James Toto. They met to discuss the West detention pond at the new jail site.

There was also emphasis placed on updating the Commissioners on any and all issues that may arise.

With no further business being before the Board, the meeting was adjourned at approximately 4:54 p.m. on the motion of Commissioner Bell and the second of Commissioner Prouty.



Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron