

Minutes for Thursday, August 21, 2025

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

The Commissioners attended the 8am meeting of Workforce Advisory at the Welcome Center

RES 25-0818 Meeting was called to order at 9:00 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.

Representatives from Muskingum County Soil and Water; Lacey Harrier, Doug McConnell and Mark Sterling to discuss being good tenants.
There was discussion regarding the pollinator garden. It was Lacey's understanding that the Master Gardeners would be taking care of that. Lacey will look in to that and make sure it gets cleaned up.
Commissioner Prouty informed them that the County would be cleaning up the landscaping, power-washing the building, replacing the A/C units and paving the parking lot.
It was decided that the drills would be moved to the Fleet Garage during these upgrades.

Chris Crook, Redevelopment Specialist, came to update the Commissioners on property on Old River Road. Attorney Benbow is not returning his calls.
The Commissioners placed a call to Attorney Benbow who discussed the situation and possible solutions. Chris will follow up by Attorney Benbow pictures and talking with Jacie in the Prosecutor's Office.

The following legislation was now considered:

RESOLUTION 25-0819 approve the Supplemental Appropriation of Funds within Fund Number 007, for the Muskingum County Job & Family Services, as requested by Tom Smith, Fiscal Supervisor.
SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
CCMEP TANF	007-692-504180	\$100,000.00

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

RESOLUTION 25-0820 approve the line item transfer of monies within Fund Number 001 as requested by Rachael Dille, Finance Manager, Common Pleas Juvenile Division, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-246-504007 (Contract Repairs)	001-246-506001 (Equipment & Maintenance)	\$5,000.00

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

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RESOLUTION 25-0821 accept and sign Wellsky Human & Social Services Corporation Order Form, as requested by Kate Paul, Executive Director and approved by Mark Zanghi, Assistant Prosecutor. This order form it to move forward in the completion of the software update for the Center for Seniors.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried

RESOLUTION 25-0822 authorize Cheyenne McFadden, Victoria Palmer, Lynda Gibson and Megan Frank to attend the OCSPA 3rd quarter attorney networking on Friday, August 22, 2025 at the Quest Conference Center, 9200 Worthington Rd, Westerville, Ohio. Request to use 1 private vehicle for transportation to the training. Estimated cost: \$256.74

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried

RESOLUTION 25-0823 hereby approve appointments and approve Melissa J. Bell to sign applications, to LEPC for the term August 1, 2025 through July 31, 2027 per the attached application.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried

RESOLUTION 25-0824 approve the line item transfer of monies within Fund Number 106 & Supplemental Appropriation of Funds in Fund 093 & 106 as requested by Matthew J. Lutz, Sheriff, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
106-458-501002-Jail Commissary-Salaries	106-458-503001-Jail Commissary-Supplies	\$40,000.00
106-458-502003-Jail Commissary-PERS	106-458-503001-Jail Commissary-Supplies	\$5,000.00
106-458-502004-Jail Commissary-Insurance	106-458-503001-Jail Commissary-Supplies	\$5,000.00

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
911 Fund - Equipment	093-458-511200	\$25,000.00
Jail Commissary – Inmate Services	106-458-504347	\$62,500.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried

RESOLUTION 25-0825 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Prosecutors Office, as requested by Ron Welch, Prosecutor.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Equipment & Maintenance	001-105-506001	\$115,538.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried

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RESOLUTION 25-0826 approve the Supplemental Appropriation of Funds within Fund Number 104, for the Muskingum County Auditor, as requested by Stephanie Spencer, Chief Administrator.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Interest-BAN	104-801-509008	\$768,254.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Tina Huebner & Stephanie Spencer came in to discuss with the Commissioners updating the County's credit card policies, due to changes in House Bill 33. There was also discussion regarding travel & training requests from departments/agencies.

The following was then considered:

RESOLUTION 25-0827 approve the procurement credit card policy effective August 21, 2025, requested by Stephanie Spencer, Chief Administrator.

Motion made by Commissioner Prouty, seconded by Commissioner Cameron.

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

The Commissioners discussed the Domestic Violence Event to be held on the Courthouse Esplanade October 6; 5-7pm. It was agreed to have the public restrooms outside of the Courthouse opened for this event. A maintenance employee will be present during the event to open the restrooms before the event and close them after the event concludes.

Mark Eicher, Matt Russell and Gary Williams from the Engineer's Office came to discuss Canterbury Lane and Kadie Lane.

Mark reported that the funds from HB54 would be approximately \$35,000 per month. He had initially reported \$65,000/month, but has since been reevaluated.

They also discussed the need for chip and seal equipment which is over 30 years old. This year they have chip and sealed 71 miles for townships and 44 miles of county roads. The cost for a distributor and chip box would be approximately \$700,000.

They also need two new trailers and mowers.

The Commissioners had discussion with Kade and Chris regarding blighted properties.

There was discussion regarding the possibility of Flock Security cameras being placed at the new jail site.

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

Ron and Mary Ann Bucci came to discuss "Challenge Coins" with the Commissioners to commemorate Americas's 250th Birthday in 2026.

There was continued discussion regarding the County's Port Authority appointment.

A call was placed to Terracon regarding their request for comment on the proposed ODOD ARC Grant. There was no one available and a message was left.

Robert Moore, IT Director; Pam Davis, Human Resources and Kade Haddox, County Administrator, came to discuss HB96 – Cybersecurity.

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They also discussed the Health Department elevator and the Emergency Call button in the elevator. The call should go directly to ZPD/ZFD.

There was brief discussion regarding Courthouse lights. Commissioner Prouty will work with Robert to coordinate.

Pam Davis, Human Resources, presented the following for consideration:

RESOLUTION 25-0830 approve the employment of Trisha Wyer, as Program Coordinator for the Muskingum County Center for Seniors, contingent upon passage of the pre-employment assessments. Starting wage will be \$16.00 per hour with the opportunity for an additional \$.50 per hour at the end of a successful 180 day probationary period.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

Pam also reported that on Wednesday, August 27; 11:55 a.m., the Water, Sewer and Engineer offices will be participating in Mid-East Student Intern Presentations.

Commissioner Bell suggested drafting letters to Foxfire Schools and Job and Family Services thanking them for what they have done in the past with the Summer Intern Program. However, we will be working with Mid-East for department interns.

Kade Haddox, County Administrator, presented the following for consideration.

RESOLUTION 25-0828 agree to sign change order PCO 032 Investigative Digging for the New Jail Project in the amount of \$3,842.00. This change order is classified as "Project Allowance" and therefore deducted from the allowance within the GMP.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-0829 agree to sign change order "Detention Hollow Metal Submittal Changes" for the New Jail Project in the amount of \$940.57. This change order is classified as "Owner Requested Revisions" and therefore funded from Owner's Contingency.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

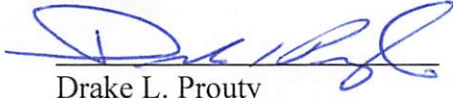
- Kade is getting estimates for the power-washing of JDC, Sheriff's Office and Rural Services building.
- Kade talked with Briarwood regarding the door at the Sewer Department. This type of commercial work they are not comfortable with. They specialize in residential.
- Working with Eric Ratts of DLZ for pre-design of Courthouse Courtroom renovations
- Kade will be drafting a contract with MVESC with our terms

There was continued discussion regarding the County Depository Contract.

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With no further business being before the Board, the meeting was adjourned at approximately 3:59 p.m. on the motion of Commissioner Cameron and the second of Commissioner Prouty.

Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron