

Minutes for Thursday, September 18, 2025

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

RES 25-0918 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.

The following legislation was now considered:

RESOLUTION 25-0919 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Commissioners, as requested by Kacey Stackhouse, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Community Projects (MVESC Agrmt)	001-114-506042	\$200,000.00

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

RESOLUTION 25-0920 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Commissioners, as requested by Kacey Stackhouse, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Capital Projects (Courtroom Renovations)	001-114-506040	\$40,000.00

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

RESOLUTION 25-0921 approve the Supplemental Appropriation of Funds within Fund Number 105, for the Muskingum County Adult & Child Protective Services, as requested by Candy Emmert, Executive Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Avondale Christmas Fund	105-698-503001	\$6,000.00

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

RESOLUTION 25-0922 accept and sign Real Property Purchase Agreement for the real property located at 1845 Chandlersville Road (Rear Parcel), Zanesville, Ohio 43701, also known as Muskingum County Auditor Tax Parcel Numbers 73-03-07-48-000 and 73-03-07-45-000 in the amount of \$42,500.00.

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

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RESOLUTION 25-0923

WHEREAS, Muskingum County, is applying for PY 2025 Residential Public Infrastructure funding from the State of Ohio, Development Services Agency, Office of Community Development (OCD); WHEREAS, the County is requesting \$750,000 in CDBG, funds for RPIG approved activities; WHEREAS, Muskingum County understands the authority for the entire Grant, as well as, sole responsibility for regulatory compliance and the terms of the grant agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, Muskingum County, Ohio:

Section 1: The Muskingum County Commissioners authorize the submission of the PY 2025 CD Residential Public Infrastructure Application through the State of Ohio's Salesforce website.

Section 2: Muskingum County Commissioners accepts the role, responsibility and authority of being Grantee of the CD Residential Public Infrastructure Application.

Section 3: The Muskingum County Commissioners authorize participation and submission of the PY 2025 Community Development Residential Public Infrastructure Application with the State of Ohio, Department of Development, and to provide all information and documentation required in said Application submission.

Section 4: That Muskingum County Commissioners hereby understand and agree that participation in said Program will require compliance with program guidelines and assurances.

Section 5: That Muskingum County Commissioners hereby commits itself to provide any local share of funding, described in the Application, if necessary

Section 6: This Resolution must accompany said Application, which must be filed with the Ohio Department of Development by September 30, 2025.

Section 7: This Resolution also authorizes the president and/or vice president of the board of commissioners to sign any and all documentation related to the execution of said partnership agreement and CD Application.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-0924

authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the Environmental Review Certification Form for General Administration, Fair Housing, and Planning, Requested by Kyle Dunn, Director of Community Development.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-0925

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>
Salaries	013-372-501002	\$160,000.00
Medicare	013-375-502001	\$ 3,400.00
PERS	013-372-502003	\$ 26,000.00
Insurance	013-372-502004	\$ 13,700.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-0926

authorize Melissa J. Bell to sign Pay App #2 for the Norwich Valley-Pidcock Road Water Project. This Pay App is for \$ 252,599.68 to Muskingum Site Services.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

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RESOLUTION 25-0927 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>
013-372-510003	131-000-414002	\$330,385.00
014-373-510003	141-000-414002	\$363.178.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-0928 approve the line item transfer of monies within Fund Number 001 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>
001-458-503005-Fuel	001-458-504001-Contract Serv	\$30,000.00
001-458-503005-Fuel	001-458-504007-Contract Repairs	\$15,000.00
001-458-504348-Jail Kitchen	001-458-504349-Jail Medical	\$70,000.00
001-458-506001-Equipment	001-458-504112-Training	\$10,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-0929 approve the Supplemental Appropriation of Funds within Fund Number 071, 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>
Contract Services	071-366-504001	\$38,060.08

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-0930 appoint Dick McClelland to the Zanesville-Muskingum County Port Authority Board with a term to commence November 01, 2025 and end on October 31, 2029.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Commissioner Bell reported communication with Mike Boysell of CR6/Philo Road, asking when the road will be paved. A call was placed to Matt Russell who indicated the road is on the list to be completed. He had no date available at this time.

The Clerk informed the Board that the Muskingum County Agricultural Society has sent a check in the amount of \$1,280 for excess 4-H premiums. It will be deposited back into the General Fund.

Kelli Brown, Superintendent, Starlight MRDD, met with the Commissioners to discuss applicants for their Board. The Commissioners have until November 30 to make their appointment. Kelli continued by giving programming updates.

Mark Eicher, Engineer, stopped in to see the Commissioners and update them on his return to the office. He also informed the Board that CR6/Philo Road would be completed by Thanksgiving.

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Kyle Dunn, Community Development Director, met with the Commissioners to update them on his Lead-safe Ohio Grant Audit yesterday. It went very well and he had a clean audit.

The Commissioners received a letter from Treasurer Todd Hixson requesting to allow Community Bank to continue to accept walk-in real estate and manufactured home tax payments at their branches. This offer comes with stipulations. The Commissioners will continue to gather information and facts.

The Commissioners received an email from Auditor Tina Huebner updating on the progress and training of BS&A transitioning from Community Bank to Park National.

There was continued discussion regarding the proposal of the possible purchase of the Soldiers and Sailors parking lot on Fifth Street. The question was also raised about paying above the appraised value for the property. The Prosecutor's Office said that is acceptable.

Commissioner Bell reported an email from Dana Matz, Chamber of Commerce, regarding the downtown Christmas celebration this year. Due to the I70 construction, there will be no parade this year. There will, however, be lighting of the City street lights and Courthouse esplanade lights on December 4. More information will follow.

The Commissioners addressed an email from Jim Boyd, a resident with a dead deer near his house. He wants it removed. He called the Engineer's Office that informed him that they can no longer remove deer. This requires a permit. The Commissioners placed a call to the Engineer, who confirmed. Commissioner Bell will email Mr. Boyd to confirm the Engineer's response.

The Commissioners continued discussion regarding the Soldiers and Sailors parking lot.

The Commissioners left to attend the Ohio SE Fall Prosperity Forum at Zane State College.

The Commissioners returned at approximately 1:20 p.m. to meet with the following: Jody Spencer, Anthony Adornetto, Terri Sidwell and Pat Nash from Park National. There was discussion regarding lockboxes and payments of local real estate taxes. Park's reasoning for not accepting real estate tax payments is a matter of frequency of pick-ups (or lack of), security and liability.

The Commissioners received the following request for consideration:

RESOLUTION 25-0931 approve the use of the Courthouse esplanade for a Candlelight Vigil for Charlie Kirk; Saturday, October 18, 2025; 8-9pm.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

The Commissioners attended a Special Landbank Meeting at 2:00 p.m.

Commissioner Cameron moved to approve the minutes of the August 28, 2025 session. Commissioner Prouty seconded.

Vote was Bell, aye; Prouty, aye; Cameron, aye.

Motion carried.

Commissioner Bell moved to approve the minutes of the September 08, 2025 session. Commissioner Prouty seconded.

Vote was Bell, aye; Prouty, aye; Cameron, aye.

Motion carried.

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Commissioner Bell moved to approve the minutes of the September 11, 2025 session. Commissioner Prouty seconded.

Vote was Bell, aye; Prouty, aye; Cameron, abstain.

Motion carried.

Let it be noted that Housekeeping employee, Kristy Dodson, resigned before being terminated from her position.

With no further business being before the Board, the meeting was adjourned at approximately 4:29 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.

Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron