

# Minutes for Monday, September 22, 2025

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

**RES 25-0932** 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 25-0933** approve the Supplemental Appropriation of Funds within Fund Number 064 for FY2026 Felony Delinquent Care & Custody Grant, for the Muskingum County Juvenile Court, as requested by Rachael Dille, Finance Officer.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Shared Funding	064-444-504387	\$60,000.00
Restitution Youth Wages	064-444-504178	\$10,000.00

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

**RESOLUTION 25-0934** 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>
Opioid Funds	001-458-506001	\$30,000.00

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

**RESOLUTION 25-0935** 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>
001-999-510003	058-000-414002	\$ 67,700.00
001-999-510003	104-000-414002	\$2,335,182.00(Jail Bonds & Notes)
001-999-510003	188-000-414002	\$ 20,963.46
013-372-510003	061-000-414002	\$ 536,000.00
013-372-510003	126-000-414002	\$ 91,761.50
013-372-510003	067-000-414002	\$ 79,534.96
013-372-510003	061-000-414002	\$ 120,290.48

# Minutes for Monday, September 22, 2025

013-372-510003	179-000-414002	\$ 298,390.42
014-373-510003	178-000-414002	\$ 215,131.00
039-801-510002	148-000-414002	\$ 52,316.42

Requested transfers are the required amount to make the principal and interest payments associated with our Various Purpose 2013, 2016 and 2024 Bond and Note Issues due on 12/1/2025.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-0936** authorize Lindsay Hendricks, Diedra Brown, Victoria Palmer, Amanda Miller-Hatfield, Nancy Utz, Lee Hetrick, Cheyenne McFadden, Janis Beal, Elza Little, Lynda Gibson, and Megan Frank to attend the OCDA Fall Training on Monday, October 20, 2025, from 8:00 am to 4:30 pm, Additionally requesting authorization for Lindsay Hendricks, Diedra Brown, Victoria Palmer, Amanda Miller-Hatfield, Nancy Utz, Lee Hetrick, Cheyenne McFadden, Janis Beal, Elza Little, Lynda Gibson, and Megan Frank to attend the OCDA Fall Training on Tuesday, October 21, 2025 from 8:00 am to 4:00 pm. The training will be held at the Hilton Polaris, Columbus, Ohio. Requested by Danny Brenneman, MCJFS Director.

**October 20, 2025**

- \$3,850.00-Registration Fees, \$350 per person for both days
- \$ 144.90-Mileage 3 cars one way
- \$ 193.20-Mileage 2 Cars round trip
- \$ 440.00-Meals for 11 people
- \$ 800.00-Lodging for 1 overnight x 4 rooms (7 staff members)

**TOTAL:\$5,428.10**

**October 21, 2025**

- \$144.90-Mileage 3 cars one way
- \$193.20-Mileage 2 cars round trip
- \$440.00-Meals

**TOTAL:\$778.10**

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-0937** approve the fund to fund transfer of monies for the Muskingum County Prosecutor's Office as requested by Ron Welch, Prosecutor, as follows:

**FUND TRANSFER OF MONIES**

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002-General Fund	157-000-414002-Victim Crim. Act	\$10,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-0938** approve the establishment of new fund, number 157, which does *not* require approval of the State Auditor's Office, and line items as requested by Ron Welch, Prosecutor.

**ESTABLISH NEW FUND**

**Purpose of New Fund**

To reflect the financial activity of the Victim Criminal Assistance Act Grant. The Victim Witness Coordinator and Victim Advocate assist victims with their hearings at Common Pleas Court, County Court, and Juvenile Court. The state and federal grant revenues are

# Minutes for Monday, September 22, 2025

derived from the Office of the Attorney General, which are received on a quarterly and/or monthly basis. The expenditures are used solely for the wages of the Victim Witness Coordinator and Victim Advocate, no fringe benefits can be charged to this fund.

**Fund Number** 157  
**Fund Name** 25-26 Victim Criminal Account Grant  
**Department** Prosecutors #405  
**Award Amount** SVAA \$40,382.28/VOCA \$24,914.85  
**Function** Public Safety  
**Grant Period** 10/01/25-9/30/2026  
**Grant Administrator** Sacha Daniels  
**Type** Special Revenue-State & Federal Grant

**LINE ITEMS TO BE CREATED**

**Revenue:**

Description	Fund	Dept.	Account Code
State Grant-OAG	157	000	409057
VOCA Grant-OAG	157	000	409060
Advance In	157	000	414001
Transfer In	157	000	414002

**Expenditures:**

Description	Fund	Dept.	Account Code
Employees' Salaries	157	405	501002
Medicare	157	405	502001
PERS	157	405	502003
Insurance	157	405	502004
Worker's Comp.	157	405	502009
Advance Out	157	405	510001
Supplies	157	405	503001
Trainings	157	405	504111
Dues	157	405	504130
Transfer Out	157	405	510002
Excess Local Share	157	405	504330

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-0939** approve the Supplemental Appropriation of Funds within Fund Number 157 (Victims Criminal Assistance Fund), for the Muskingum County Prosecutor's Office, as requested by Ron Welch, Prosecutor.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

Description	Account Code	Amount
Employee Salaries	157-405-501002	\$17,500.00
Medicare	157-405-502001	\$ 300.00
PERS	157-405-502003	\$ 2,450.00
Insurance	157-405-502004	\$ 4,592.70

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

# Minutes for Monday, September 22, 2025

---

**RESOLUTION 25-0940** re-appoint Carol Hutchins to the Muskingum County Board of Developmental Disabilities with a term to commence January 1, 2026 and end on December 31, 2029.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-0941** authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the 2026 WPCLF (Water Pollution Control Loan Fund) Nomination Form for the design of Vista View Sewer Rehabilitation.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Kyle Dunn, Community Development Director and Kade Haddox, County Administrator, met with the Commissioners to present the following for consideration:

**RESOLUTION 25-0942** authorize the application for Department of Development's Advanced Energy Fund Grant, as presented by Kyle Dunn, Community Development Director and Kade Haddox, County Administrator.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

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

There was continued discussion regarding the possible purchase of the Soldiers and Sailors parking lot on Fifth Street. Mark Zanghi, Assistant Prosecutor, was asked if the property could be purchased for more than the Auditor's appraised amount...yes.

Commissioner Prouty reported that the MaintainX program for Maintenance is not a cost-free program, as previously reported. The annual cost for the first year is \$10,860; \$9,000 annually thereafter.

Commissioner Bell reported an email from the Engineer about gravel roads in Adamsville. The dry conditions have hindered their care and are becoming washboard-like. When we get some rain, they will take the grader to smooth them out.

9:05 a.m. The Commissioners left to attend Muskingum Leadership at Muskingum University and returned at 1:00 p.m.

Kade Haddox, County Administrator, met with the Commissioners to update on the CTL meeting this morning.

Jason Baughman, Chief Building Official, met with the Commissioners to discuss employee wages and building fees. Building fees have not increased since 2009. The following was then considered:

# Minutes for Monday, September 22, 2025

---

**RESOLUTION 25-0943** approve the following wage and fee increases for the Muskingum County Building Department:

Iain Abernethy from \$30.83/hour to \$35.83/hour; effective 9.21.2025  
Scott Gundelfinger from \$38.00/hour to \$39.00/hour; effective 9.21.2025

Structural Processing fee from \$230 to \$250; effective 11.1.2025  
Structural Square footage fee from \$8.25 to \$10.50; effective 11.1.2025  
Elec/Mech/Fire sq. footage fee from \$5.10 to \$8.25; effective 11.1.2025

Motion made by Commissioner Bell, seconded by Commissioner Prouty.

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

The Commissioners sent an email to Treasurer Todd Hixson regarding his proposal to still accept real estate tax payments at the Community Bank by agreeing to Community's terms. The Commissioners are not willing to utilize Community's offer of services for several reasons.

Chris Crook, Redevelopment Specialist, met with the Commissioners to update them on the Adamsville property.

Commissioner Cameron moved to approve the minutes of the September 15, 2025 session.

Commissioner Prouty seconded the motion.

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

Commissioner Bell moved to approve the minutes of the September 18, 2025 session.

Commissioner Cameron seconded the motion.

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

Commissioner Cameron reported on HB96 regarding a proposal for the Ohio Department of Children and Youth to opt out of the Child and Youth Council. Our Chapter does not support this.

Commissioner Bell gave a report on the CCAO meeting she attended Friday.

- State Legislature is working on property taxes
  - Ending property taxes would end JFS support
- She would like for the Board to attend the CCAO meeting October 6 in Jackson, Ohio
  - All agreed
- Annual Energy Program meeting
  - October 15 in Columbus

## Minutes for Monday, September 22, 2025

---

With no further business being before the Board, the meeting was adjourned at approximately 2:58 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.



Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron