

Minutes for Thursday, November 06, 2025

Commissioners Present: Bell, Prouty, Cameron

Staff Present: Kacey Stackhouse

RES 25-1081 Meeting was called to order at 9:36 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 Bell reported that she spoke to Mark Reiter regarding the wage contract.

The following legislation was now considered:

RES 25-1082 approve the line item transfer of monies within Fund Number 001 & Supplemental Appropriation of Funds in Fund 005, 143, & 116 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>
001-458-504348-Jail Kitchen	001-458-502013-Travel	\$6,500.00
001-458-504007-Contract Repairs	001-458-504001-Contract Services	\$10,000.00
001-458-506010-Vehicles	001-458-504001-Contract Services	\$40,000.00
001-458-501002-Salaries	001-458-504001-Contract Services	\$25,000.00

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
OPOTA-CPT Training	005-458-504111	\$17,414.64
Dog Donations-Medical	043-102-504148	\$ 2,000.00
BPV Grant-Supplies	116-458-503001	\$ 676.95

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1083 approve the fund to fund transfer of monies for the Muskingum County Engineer's Office as requested by Mark Eicher, Engineer, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
009-368-510002 Transfer Out	174-000-414002 Transfer In	\$270,116.00

These funds will be utilized for the local share of road resurfacing projects funded through the Ohio Public Works Commission.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1084 authorize Melissa J. Bell to sign Change Order Number 6 for the Licking View Sanitary Sewer Project. Change Order Number 6 encompasses a deduction for the asphalt paving in the contract and additions for 4 additional storm water catch basins, an additional manhole #51A, additional stone for pipe bedding required by poor soil, and two electrical junction boxes. Change Order Number 6 is a deduct of \$391,216.95 for Zemba Bros, Inc.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1085 approve to rescind Resolution 25-1016 dated 10.16.2025 approving the hiring of Stacy Poling. Ms. Poling did not respond to phone calls/messages to establish a start date. Therefore, the offer is withdrawn.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1086 authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the Amendment to Plan Administrator/Employer Payor Agreement with Quality Care Partners effective January 01, 2026.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1087 approve the line item transfer of monies within Fund Number 001 as requested by Ron Welch, Prosecutor, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-105-504021-Process Serv Fees	001-105-504130-Dues/Memberships	\$400.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1088 approve the Supplemental Appropriation of Funds within Fund Number 183, for the Muskingum County Community Development, as requested by Kyle Dunn, Director.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Lead Safe Renovations	183-375-504001	\$10,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1089 authorize Shawn Bell, Nate Kosco & Mike Hardbarger to attend the Safe Clinch Self-Defense Certification Training in Lenexa, Kansas City on November 11-14.

3 Rooms @ \$145 x3 nights= \$1,305.00 18 meals @ \$25.00=\$450.00

2-Re-Certification Master Instructor Registration Fees @ \$1,250.00= \$2,500.00

1 new Master Instructor Registration Fees @ \$2,195.00

Estimated cost: \$6,450.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RES 25-1090 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Recycling, as requested by Mark Schneider.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-371-501002	\$2,000.00
Medicare	001-371-502001	\$ 50.00
PERS	001-371-502003	\$ 300.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

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RES 25-1091 approve the Supplemental Appropriation of Funds within Fund Number 103, for the Muskingum County Engineer's Office, as requested by Mark Eicher, Engineer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Transfer Out	103-368-510002	\$4,537.70

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1092 approve the Fund to Fund & Supplemental Appropriation of Funds within Fund Number 118 & 001, for the Muskingum County Clerk of Courts, as requested by Wendy Sowers, Clerk of Common Pleas Court.

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
118-122-510002-Transfer Out	001-000-414002-Transfer In	\$23,700.00

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	001-248-501002	\$ 5,000.00
Medicare	001-248-502001	\$ 500.00
PERS	001-248-502003	\$11,000.00
Insurance	001-248-502004	\$ 5,200.00
Supplies & Other Expenses	001-248-503001	\$ 2,000.00
Postage	118-122-503002	\$ 5,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1093 approve the decrease in Appropriations within Fund Number 001 for Muskingum County as follows:

DECREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-240-501002	\$25,000.00

INCREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Salaries	001-241-501002	\$25,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1094 approve the line item transfer of monies to cover the cost of equipment & salaries for the new court reporters within Fund Number 001 as requested by Kelly Cottrill, Judge, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-240-504002-Contract Labor	001-240-506001-Equipment & Maintenance	\$20,000.00
001-240-502013-Training & Travel	001-240-506001-Equipment & Maintenance	\$15,000.00
001-240-502004-Insurance	001-240-501002-Salaries	\$16,000.00
001-240-502004-Insurance	001-240-502003-PERS	\$ 2,500.00
001-240-502004-Insurance	001-240-502001-Medicare	\$ 235.00
001-240-502004-Insurance	001-240-502009-Workers Comp	\$ 240.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

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RES 25-1095 approve the Supplemental Appropriation of Funds for the Arts Council Salary per RES 24-0485 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	001-114-506042	\$100,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1096 approve the line item transfer of monies within Fund Number 009 as requested by Mark Eicher, County Engineer, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
009-368-503005 Fuel	009-368-506010 Vehicles	\$50,000.00
009-368-506001 Equipment & Maintenance	009-368-504100 Utilities	\$11,000.00
009-368-510002 Transfer Out	009-368-504010 Equip Contract Repairs	\$15,000.00
009-368-510002 Transfer Out	009-368-503008 Materials – Bridges	\$35,000.00
009-368-510002 Transfer Out	009-368-503009 Materials – Roads	\$35,000.00
009-368-510002 Transfer Out	009-368-503015 Parts & Supplies	\$25,000.00

These funds will be used for road and bridge materials, repairs and parts for equipment, utility costs and new vehicles.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RES 25-1097 approve the Fund to Fund transfer of monies within Fund Number 103 & 170 as requested by Judge, Kelly, as follows:

FUND TO FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
103-368-510002	001-000-414002	\$ 4,537.70
170-372-510002	001-000-414002	\$171,908.57
170-372-510002	055-000-414002	\$ 35,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Commissioner Cameron reported that Judge Cottrill stopped down this morning regarding his resolution requests, and Commissioner Cameron asked him about Court view and Judge Kalis request to add more users and she has the funds to pay for it.

RES 25-1098 Board of County Commissioners moved to go into Executive Session at 9:45 a.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official of Muskingum County. This session ended approximately 9:57 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

The following legislation was now considered:

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RES 25-1099 approve the employment of Amy Tellez, full-time Housekeeper, contingent upon passage of the pre-employment assessments. Starting wage will be \$13 per hour with the opportunity for a \$.50 per hour increase upon the completion of 180 day probationary period.

Motion made by Commissioner Prouty, seconded by Commissioner Bell.

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

Motion carried.

Brian Addis & Kade Haddox came to discuss updates on the Center for Seniors Retaining wall replacement and the Jail project:

RES 25-1100 accept the advertisement of the Senior Center Retaining Wall Replacement. This will be placed on the County website November 7th @ noon till November 21st at 2:00 p.m.

Motion made by Commissioner Bell, seconded by Commissioner Prouty.

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

Motion carried.

Center for Seniors wall

- Color of the concrete wall, Addis said it can be mixed to get the color you want, “Commissioner Prouty suggested regular concrete form and then paint it.” Addis suggested it would be best to have them come back in the spring to do the stain when its warmer.
- Contractor is to use a brick form-liner, and to match the size of the brick on the side of the building.
- Timeline of completion is 1 month

Kade Haddox came in to give updates on various projects.

- Modern Glass came to finish measuring the courthouse windows
- Jail windows & Judges windows will be cleaned within the next few weeks
- 44 North Fourth Street was power-washed and looks better
- Jared from AEP called, they will be removing steel structures, will be putting in some poles

The Commissioners adjourned for lunch to resume session at 1:30 p.m.

Mark Zanghi, Lane Dailey and Jacob Winslow came in report on Tax Foreclosures.

The Commissioners were presented with Center for Seniors bills for billboards and new signage per Kate Paul and those were acknowledged.

RES 25-1101 declare an Executive Session at 2:32 p.m. for the purpose of discussing a Litigation Matter of the Muskingum County Commissioners. This session ended about 2:44 p.m.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Motion carried.

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RES 25-1101-B approve the fund to fund transfer of Stabilization Interest as a percentage of total interest earned, as follows:

FUND TRANSFER OF MONIES

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
001-999-510002 General Transfer Out	012-000-414002 Stabilization Transfer In	\$213,509.43

Motion made by Commissioner Prouty, seconded by Commissioner Bell.

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

Motion carried.

Commissioner Prouty moved to approve the minutes of the October 30th, 2025 session.

Commissioner Cameron, seconded the motion.

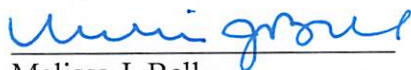
Vote was Bell, aye; Prouty, aye; Cameron, aye.

Motion carried.

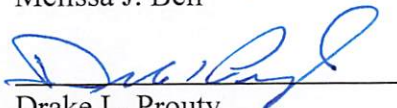
Commissioner Prouty reported he would like the board to purchase a vehicle for the Land Bank & Commissioners to use.

Commissioner Prouty also discussed he would like to raise the labor rates for repairs for the fleet garage. He asked Kacey to report back with which departments pay labor.

With no further business being before the Board, the meeting was adjourned at approximately 3:26 p.m. on the motion of Commissioner Cameron and the second of Commissioner Prouty.



Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron