

# Minutes for Thursday, November 20, 2025

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

**RES 25-1140** Meeting was called to order at 8:09 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.

Kade Haddox, County Administrator, met with the Commissioners to update them on jail construction.

Sheriff Lutz, Captain McCulley, Chief Comstock and Abby Bash met with the Commissioners for everyone to meet Abby as the County's new Humane Officer.

- Sheriff offered for Abby to ride along with the Deputy Dog Wardens to see how they work with strays.
- The Adoption Center took in 311 dogs in 2024 and 256 to date for 2025. They have 23 foster homes.
- They take approximately eight dogs per week to SOS in Columbus for spay/neuter.
- Teresa Hildebrand of PAWS uses the Washington Township FD facility to host a spay/neuter traveling facility several times a year. It is more community centered, not sponsored by the County.
- The Animal Shelter does not accept certain cases
- Dr. Gandolf no longer does work for the Animal Shelter

Dr. Rae Gandolf joined the meeting, along with Jane Cooper, Adoption Center Volunteer and Teresa Hildebrand with PAWS.

- Dr. Gandolf is proposing a brick and mortar, high volume spay and neuter clinic in Muskingum County.
- She is asking for \$25,000 in start-up support for required space/housing and extra equipment
- If she had the support, she could begin in six months or less if she purchased a new location; two – three months if at her residence
  - The support would be through Max's Fund (non-profit organization)
- Dr. Gandolf was asked if she would be open to signing an agreement with the County proposing \$25,000/year for three years...yes
- Commissioner Prouty reported that we are working on the environment at the Adoption Center; internal updates such as air quality/flow; humidity; drainage, etc
- Jane mentioned the kennel doors; plexiglass versus chainlink

# Minutes for Thursday, November 20, 2025

The following legislation was now considered:

**RESOLUTION 25-1141** approve the line item transfer of monies within Fund Number 008 as requested by Stephanie Spencer, Chief Administrator, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
008-103-501002-Employee Salaries	008-103-502004-Insurance	\$5,100.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1142** approve the Supplemental Appropriation of Funds within Fund Number 197, for the Muskingum County Department of Probation, as requested by Melanie Richert, CPO.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	197-440-501002	\$1,200.00
Medicare	197-440-502001	\$ 42.00
PERS	197-440-502003	\$ 164.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1143** approve the line item transfer of monies within Fund Number 001 as requested by Melanie Richert, CPO, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-241-502004-Adult Probation Ins	001-241-502001-Adult Probation Medicare	\$ 52.00
001-241-502003-Adult Probation PERS	001-241-502003-Adult Probation PERS	\$2,200.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1144** WHEREAS, a letter of request has been submitted by The Village of Dresden, in accordance with the Ohio Revised Code Section 4504.04, for permissive tax funds in the amount of \$17,000, and

WHEREAS, the Muskingum County Engineer finds that the maintenance expense is necessary and conducive to the orderly flow of traffic within and through the Village and the County and hereby approve said expenses, now therefore be it

RESOLVED, that this Board of County Commissioners does hereby authorize the application of funds for payment of permissive tax funds in the amount of \$17,000 to The Village of Dresden.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1145** approve the line item transfer of monies within Fund Number 118 as requested by Wendy Sowers, Clerk of Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
118-122-502009-Workers Comp	118-122-502001-Medicare	\$100.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

# Minutes for Thursday, November 20, 2025

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**RESOLUTION 25-1146** approve the line item transfer of monies within Fund Number 001 as requested by Rachael Dille, Finance Manager, Juvenile Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-246-504366-Nursing Contract	001-246-503010-Medical Supplies	\$1,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1147** approve the line item transfer of monies within Fund Number 021 as requested by Candy Emmert, Executive Director of Muskingum County Job & Family Services, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
021-695-504166-Contract Exp	021-695-504377-NA Foster Care	\$15,000.00
021-695-504378-Substitute Care	021-695-504377-NA Foster Care	\$25,000.00
021-695-504325-Drug Testing	021-695-504377-NA Foster Care	\$10,000.00
021-698-501002-AYC Employee Sal.	021-695-504377-NA Foster Care	\$50,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1148** approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, MCJFS, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
007-692-504202-PA Facilities	007-692-502001-PA Medicare	\$ 2,000.00
007-692-504202-PA Facilities	007-697-504172-SS PSCA Contracts	\$ 30,000.00
007-692-502004-PA Insurance	007-692-504172-PA PSCA Contracts	\$ 32,000.00
007-692-501002-PA Salaries	007-692-504027-Public Assistance	\$ 80,000.00
007-692-502004-PA Insurance	007-692-504027-Public Assistance	\$180,000.00
007-697-501002-SS Salaries	007-692-501002 PA Salaries	\$ 15,879.92
007-697-502001 SS Medicare	007-692-502001 PA Medicare	\$ 222.63
007-697-502003 SS PERS	007-692-502003 PA PERS	\$ 2,166.40
007-697-502004 SS Insurance	007-692-502004 PA Insurance	\$ 2,624.43
007-697-502009 SS BWC	007-692-502009 PA BWC	\$ 48.53
007-692-504141 SS CORSA Ins	007-697-504141 PA CORSA Ins	\$ 1.51
007-697-502013 SS Travel	007-692-502013 PA Travel	\$ 310.96
007-697-503001 SS Supplies	007-692-503001 PA Supplies	\$ 438.38
007-697-504022 SS Profess Serv	007-692-504022 PA Profess Serv	\$ 443.83
007-697-504176 SS Facilities	007-692-504202 PA Facilities	\$ 750.09
007-697-506001 SS Equipment	007-692-506001 PA Equipment	\$ 115.73

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1149** authorize Melissa J Bell to sign on behalf of the Board of Muskingum County Commissioners the engineering contract with Burgess and Niple for engineering services associated with the Northwest Regional water and wastewater system Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

# Minutes for Thursday, November 20, 2025

**RESOLUTION 25-1150** authorize Melissa J. Bell to sign on behalf of the Muskingum County Board of Commissioners, the Medical Benefits Administrators, Inc. Coverage Disclosure/Approval Statement 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 25-1151** authorize Melissa J. Bell to sign Change Order 1 for the Norwich Valley-Pidcock Road Water Project. The Change Order is a Final Adjusting Change Order for differences between quantities bid versus quantities installed, the Change Order is an additional \$10,551.92, Muskingum Site Services. Motion made by Commissioner Cameron, seconded by Commissioner Prouty.  
Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 25-1152** authorize Melissa J. Bell to sign Change Order Number 5 for the Licking View Sanitary Sewer Project. Change Order Number 5 is for additional Control Density Fill (CDF) for crossings of roads with sewer lines not calling for CDF in the original plans, this is being done for the safety of local traffic. Change Order Number 5 is an addition of \$26,973.42, Zembra Bros, Inc. Motion made by Commissioner Cameron, seconded by Commissioner Prouty.  
Roll Call: Bell, aye; Prouty, aye; Cameron, aye. Motion carried.

**RESOLUTION 25-1153** approve the Supplemental Appropriation of Funds within Fund Number 161, 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>
Employee Salaries	161-405-501002	\$ 3,400.00
PERS	161-405-502003	\$ 455.00
Insurance	161-405-502004	\$ 1,300.00
Employee Salaries	029-105-501002	\$13,000.00
Medicare	029-105-502001	\$ 100.00
PERS	029-105-502003	\$ 1,425.00

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

**RESOLUTION 25-1154** approve the line item transfer of monies within Fund Number 038 & 094 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>
038-105-501002-Employee Salaries	038-105-502001-Medicare	\$ 6.00
094-405-502004-Insurance	094-405-501002-Employee Salaries	\$750.00
094-405-502004-Insurance	094-405-502003-PERS	\$110.00

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

# Minutes for Thursday, November 20, 2025

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**RESOLUTION 25-1155** approve the Supplemental Appropriation of Funds within Fund Number 128, for the Muskingum County Board of Elections, as requested by Lindsay Peadon, Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	128-112-501002	\$24,009.28
County Seasonal Elect Workers	128-112-501005	\$ 2,759.91
Medicare	128-112-502001	\$ 344.45
PERS	128-112-502003	\$ 3,769.13
Supplies & Other Exp	128-112-503001	\$ 6,631.24
Contract Services	128-112-504001	\$20,564.66
Advertising & Printing	128-112-504120	\$21,872.31
Election Workers	128-112-504160	\$ 1,973.15
Judges & Clerks	128-112-504161	\$39,359.37

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1156** approve the Supplemental Appropriation of Funds within Fund Number 020, for the Muskingum County Rambo Memorial Health Center, as requested by Shannon Bell, Executive Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Medication-Vaccine	020-585-503014	\$1,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1157** approve the line item transfer of monies within Fund Number 128 as requested by Lindsay Peadon, Director of Board of Elections, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
128-112-506001-Equip & Maint.	128-112-507027-Remit to State	\$8,040.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

**RESOLUTION 25-1158** sign change order "CO 013 Bulletin 008." for the New Jail Project in the amount of \$9,830.46. 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.

**RESOLUTION 25-1159** sign change order "CO 014 Bulletin 009" for the New Jail Project in the amount of \$131,610.03. 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.

# Minutes for Thursday, November 20, 2025

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**RESOLUTION 25-1160** approve the line item transfer of monies within Fund Number 001 as requested by Crystal Brokaw, Clerk of Court, as follows:

**LINE ITEM TRANSFER OF MONIES**

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-242-506001 (Equipment)	001-242-502003 (PERS)	\$50.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1161** accept the specification, plans and authorize the advertisement of Resurfacing of the Licking View Neighborhood. Bids will be opened December 8, 2025; 10:00 a.m.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1162** approve the Supplemental Appropriation of Funds within Fund Number 162, for the Muskingum County Center for Seniors, as requested by Kate Paul, Executive Director.

**SUPPLEMENTAL APPROPRIATION OF FUNDS**

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Employee Salaries	162-004-501002	\$18,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

**RESOLUTION 25-1163** 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>
Postage	001-117-503002	\$10,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

Kade Haddox, County Administrator and Brian Addis, Architect, met with the Commissioners to review jail construction and Center for Seniors retaining wall updates.

It was noted that a recent visitor commented on the cleanliness of the Courthouse and restrooms. The Commissioners also noted that there is no longer a sewer smell on the ground level of the Courthouse.

There was discussion regarding the City's request for the County's financial support for a traffic light at NorthPointe and Military. The Commissioners placed a call to the Mayor.

- The Mayor was asked about the Panera TIF
  - Scott Brown (also on the call with the Mayor) said the TIF was never put in place...not completed properly
  - ODOT will not help with a round-about unless used for job creation. In addition the cost had doubled and timing not favorable because of I-70 repairs.

## Minutes for Thursday, November 20, 2025

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The Commissioners had continued discussion regarding Heroes Landing and Brave Beginnings. A call was placed to Attorney Jeff Stankunas.

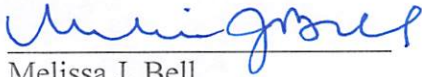
The Commissioners placed a call to Valerie Kelso of Old Town Road, Fultonham regarding septic issues. She was informed that she has a private sewer, not County sewer.

Pam Davis, Human Resources, came to discuss the agenda for the Wednesday, December 10 Elected Official and Department Head meeting.

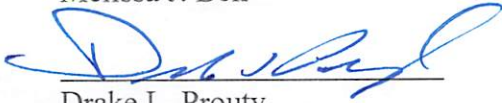
Jason Baughman, Chief Building Official met with the Commissioners to introduce his new hire, David Herron.

Todd Fitz, Peggy Cater and Allen Bennett of Juvenile Court met with the Commissioners to present their request for Opioid Settlement Funding for a peer recovery program.

With no further business being before the Board, the meeting was adjourned at approximately 3:39 p.m. on the motion of Commissioner Cameron and the second of Commissioner Prouty.



Melissa J. Bell



Drake L. Prouty



Cindy S. Cameron