

Minutes for Monday, November 24, 2025

Commissioners Present: Bell, Cameron
Commissioner Prouty absent due to illness
Staff Present: Susan Reese

RES 25-1164 Meeting was called to order at 8:00 a.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.
Vote was Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

Commissioner Cameron moved to approve the payment of bills, pending review.
Seconded by Commissioner Bell.
Vote was Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

Pam Davis, Human Resources, met with the Commissioners to present the following for consideration:

RESOLUTION 25-1165 approve the employment of Shannon Weaver as Administrative Assistant for the Muskingum County Center for Seniors, contingent upon passage of the pre-employment assessments. Starting wage will be \$18.50/hour with evaluation to take place after a 180 day probationary period.
Motion made by Commissioner Cameron, seconded by Commissioner Bell.
Roll Call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

RESOLUTION 25-1166 approve the employment of Vicki Smith as Administrative Assistant for the Muskingum County Center for Seniors, contingent upon passage of the pre-employment assessments. Starting wage will be \$17.00/hour with evaluation to take place after a 180 day probationary period.
Motion made by Commissioner Cameron, seconded by Commissioner Bell.
Roll Call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

Chris Crook, Redevelopment Specialist, met with the Commissioners to update blighted property progress.

Representatives of James Electric met with the Commissioners to discuss the designing of the fire escape plan.

- Estimates for the panic system in the Law Administration and Hixson Buildings were discussed
 - All agreed to proceed

The following legislation was now considered:

RESOLUTION 25-1167 authorize Melissa J Bell to sign on behalf of the Board of Muskingum County Commissioners Pay Application Number 10 and the OWDA Payment form for the Maysville Regional Water project. Pay App 10 is for RDR Utilities for \$385,520.88
Motion made by Commissioner Cameron, seconded by Commissioner Bell.
Roll Call: Bell, aye; Prouty, absent; Cameron, aye. Motion carried.

Minutes for Monday, November 24, 2025

RESOLUTION 25-1168 approve the line item transfer of monies within Fund Number 001 as requested by Rachael Dille, Finance Manager, Muskingum County Juvenile Court, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-244-504171 (Child Support)	001-244-503001 (Supplies)	\$ 3,000.00
001-244-504171 (Child Support)	001-244-504717 (Travel & Training)	\$ 200.00
001-246-502004 (Insurance)	001-246-501002 (Employee Salaries)	\$15,000.00

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

RESOLUTION 25-1169 approve the line item transfer of monies within Fund Number 001 as requested by Colton Touvell, County Veterans Services Officer, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-690-502009 (Workers Comp)	001-690-502001 (Medicare)	\$ 3.00
001-691-502009 (Workers Comp)	001-691-502004 (Insurance)	\$2,177.00
001-691-501002 (Employee Salaries)	001-691-502004 (Insurance)	\$1,866.00

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

RESOLUTION 25-1170 approve the line item transfer of monies within Fund Number 014 as requested by Peggy Taylor, Office Manager, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
014-373-504100-Utilities	014-373-504007-Repairs	\$20,000.00
014-373-504100-Utilities	014-373-506001-Equipment & Maint.	\$70,000.00

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

RESOLUTION 25-1171 approve the line item transfer of monies within Fund Number 013 as requested by Peggy Taylor, Office Manager of Muskingum County Sewer Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
013-372-502013-Travel & Training	013-372-507010-Refund/Reimbursement	\$ 2,000.00
013-372-504001-Contract Service	013-372-503007-Material	\$40,000.00

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

RESOLUTION 25-1172 approve the Increase & Decrease in Appropriations within Fund Number 174 for Muskingum County as follows:

INCREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
OPWC County	174-368-506056	\$111,978.88

DECREASE APPROPRIATIONS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
OPWC Twp/Village	174-368-506057	\$14,546.98

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

Minutes for Monday, November 24, 2025

RESOLUTION 25-1173 approves the contingency plan for the Muskingum County Water Department. This document establishes chain of command during emergencies and the authorization of spending during emergencies.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1174 approve the contingency plan for the Muskingum County Water Department. This document establishes chain of command during emergencies and the authorization of spending during emergencies.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1175 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Treasurers Office, as requested by Todd Hixson, Treasurer.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Bank & Service Fees	001-104-504063	\$3,000.00

This will be used to fund a newly created line item, to account for bank & service fees charged per the depository agreement.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1176 accept and sign mutual termination of parking lot lease agreement with the Board of Trustees for the Soldiers & Sailors Monumental Association of Muskingum County. Requested by Mark Zanghi, Assistant Prosecutor.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1177 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>
Equipment & Maintenance	001-102-506001	\$25,000.00

These funds are needed to cover the installation of the new phone system.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1178 approve the line item transfer of monies within Fund Number 001 & 106 & Supplemental Appropriation of Funds in Funds 093 & 098 as requested by John Deal, Financial Administrator of Muskingum County Sheriff's Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-458-501002-Salaries	001-458-504112-Training	\$10,000.00
001-458-501002-Salaries	001-458-506002-Computer & Equipment	\$ 8,000.00
001-458-502003-PERS	001-458-502013-Travel	\$15,000.00
001-458-502009-Workers Comp	001-458-504001-Contract Services	\$45,000.00
001-458-503001-Supplies	001-458-504007-Contract Repairs	\$12,000.00
106-458-501002-Commissary Salaries	106-458-506001-Commissary Equipment	\$10,000.00
106-458-503001-Commissary Supplies	106-458-504347-Commissary Inmate Serv.	\$15,000.00

Minutes for Monday, November 24, 2025

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
911 Fund-Contract Services	093-458-504001	\$20,000.00
CW Fund-Contract Services	098-458-504001	\$ 5,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1179 approve the Supplemental Appropriation of Funds for Permissive MVL distributions to other local governments within Fund Number 223, for the Muskingum County Auditors Office, as requested by Stephanie Spencer, Chief Administrator.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Distribution	223-001-504353	\$75,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

After reviewing a letter of request from Domestic Court the following was considered:

RESOLUTION 25-1180 accept the AED (automated external defibrillator) as donated by Genesis Healthcare. Per ORC 9.20 that permits a county to accept a gift, devise or bequest moneys, lands or other properties, for their benefit or the benefit of any of those under their charge, the Commissioners are accepting the gift of the AED on behalf of the Domestic Relations Court. This AED will be placed on the second floor of the Richard D. Hixson Building.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

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

Commissioner Cameron reported that ESC received 12 snow blowers through a grant and has offered the County access to them. They will be housed at the ESC.

The Commissioners received the following from Danny Brenneman, MCJFS Executive Director, for consideration:

RESOLUTION 25-1181 approve County PRC Plan for TANF/PRC Prevention as requested by Danny Brenneman, Director, Muskingum County Job and Family Services.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

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

The Commissioners received a call from Carleen Ditter thanking the Commissioners for cleaning up Cannelville. She says it has brought joy back to her heart.

Kade Haddox, County Administrator, met with the Commissioners to discuss 2026 Budget Reports.

There was continued discussion regarding the Mayor's request for NorthPointe and Military traffic light funding.

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

Minutes for Monday, November 24, 2025

Don Madden, Projects Manager, met with the Commissioner to update them on current projects.

- Maysville Waterline Extension is complete
- Licking View Sanitary Sewer is complete (except for paving)

Brian Addis, Architect and Kade Haddox, County Administrator met with the Commissioners to update details of the Center for Seniors retaining wall repair/replacement. The following was presented and considered:

RESOLUTION 25-1182 approve the award of bid to G & M Construction in the amount of \$264,000 for the replacement of the Center for Seniors Retaining Wall, upon receipt of required documents as attached.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1183 approve the hiring of Triumph as third party for construction testing as required by the State of Ohio, for the Center for Seniors Retaining Wall Replacement.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

RESOLUTION 25-1184 authorize and approve change orders estimated in the amount of \$573,767.11 related to sink hole remediation. \$237,130.43 will be funded from "Contract Allowances" and the estimated balance of \$336,636.68 will be funded from "Owners Contingency". Final approval of costs will be completed upon final accounting of sink hole remediation.

Motion made by Commissioner Cameron, seconded by Commissioner Bell.

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

Clifton Martin of OSU Extension met with the Commissioners to share their 2026 Budget.

Chris Crook, Rehabilitation Specialist, presented the following for consideration:

RESOLUTION 25-1185 WHEREAS Section 5547.03 of the Revised Code of the State of Ohio states that "All persons...using or occupying any part of a highway...with...any object or structure...shall remove from the bounds of such highway...objects or structures when, in the opinion of the board of county commissioners they constitute obstructions in any highway...or the use thereof by the traveling public"; and

WHEREAS "persons...occupying any part of a highway...shall relocate their properties within the bounds of such highway...when in the opinion of the county engineer, they constitute obstructions or interfere with the construction, improvement, maintenance, or repair of such highways...or the use thereof by the traveling public"; and

WHEREAS "if in the opinion of the engineer, such persons...have obstructed any such highway...or if any of their properties are, in his opinion, so located that they do or may interfere with the proposed improvement, maintenance, or repair the board shall notify such person...directing the removal or relocation of the obstruction or property, and if they do not within five (5) days proceed to so remove or relocate and complete the removal or relocation within a reasonable time, the board may do so by employing the necessary labor. The expense incurred shall be paid in the first instance out of any moneys available for highway purposes, and

Minutes for Monday, November 24, 2025

not encumbered for any other purpose, and the amount shall be certified to the proper officials to be placed on the tax duplicate against the property of such person...to be collected as other taxes in one payment, and the proper fund shall be reimbursed out of the money so collected, or the account thereof may be collected from such person...by civil action by the state on the relation of the board"; and

WHEREAS the Muskingum County engineer has determined that obstructions exist on Coopermill Road right-of-way on the premises located at 1321 Coopermill Road, Zanesville, Ohio (Auditor Parcel No. 62-31-01-04-000).

NOW, THEREFORE, be it resolved by the Board of County Commissioners, Muskingum County, Ohio, that pursuant to the authority granted by Section 5547.05 of the Revised Code of the State of Ohio, the owner of record of the premises located at 1321 Coopermill Road, Zanesville, Ohio (Auditor Parcel No. 62-31-01-04-000) is hereby ordered to remove the obstructions located in the road right-of-way of Coopermill Road within five (5) days of the receipt of a copy of this resolution. The failure to promptly remove the obstructions will result in the Muskingum County Engineer doing so, and all costs incurred by the Engineer in the removal of the obstructions shall be certified to the Muskingum County Auditor to be placed on the tax duplicate against the owner of record of the property.

BE IT FURTHER RESOLVED that the Clerk of this board shall serve copies of this resolution on the owner of record; Tanya M. Harvey, 7913 National Rd., SW, Lot 31, Etna, Ohio 43062-8166, via certified mail and regular U.S. mail, postage pre-paid.

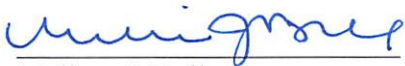
It is found and determined that all formal actions of this board concerning and relating to the adoption of this resolution were adopted in an open meeting of the board, and that all deliberations of this board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with Ohio law.

Motion made by Commissioner Bell, seconded by Commissioner Cameron.

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

Motion carried.

With no further business being before the Board, the meeting was adjourned at approximately 2:45 p.m. on the motion of Commissioner Cameron and the second of Commissioner Bell.



Melissa J. Bell

ABSENT

Drake L. Prouty



Cindy S. Cameron