

Minutes for Monday, December 08, 2025

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

RES 25-1199 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 25-1200 approve the Supplemental Appropriation of Funds within Fund Number 001, for the Muskingum County Commissioners Office, as requested by Kacey Stackhouse, Deputy Clerk.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Capital Projects	001-114-506040	\$50,000.00

These funds are needed for the roof repair at the Engineers office & painting at the Rural Services Building.

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

RESOLUTION 25-1201 approve the line item transfer of monies within Fund Number 001 as requested by Kacey Stackhouse, Deputy Clerk of Muskingum County Commissioners, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-115-502009-Workers Comp	001-115-503001-Supplies & Other	\$5,360.12

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

RESOLUTION 25-1202 approve the Supplemental Appropriation of Funds within Fund Number 064, 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>
Materials & Supplies	064-444-503007	\$500.00

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

RESOLUTION 25-1203 approve the Supplemental Appropriation of Funds within Fund Number 175, 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	175-001-511011	\$25,000.00

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

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RESOLUTION 25-1204 approve the line item transfer of monies within Fund Number 001 as requested by Rachael Dille, Finance Manager, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-246-502009-Workers Comp	001-246-501002-Salaries	\$15,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1205 approve the Supplemental Appropriation of Funds within Fund Number 143, 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>
Federal Memo Entries	143-369-504334	\$128,081.29

Motion made by Commissioner Cameron, aye; seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1206 approve the Supplemental Appropriation of Funds within Fund Number 111 & 142, for the Muskingum County Auditor's Office, as requested by Stephanie Spencer, Chief Administrator.

SUPPLEMENTAL APPROPRIATION OF FUNDS

<u>Description</u>	<u>Account Code</u>	<u>Amount</u>
Federal Memo Entries	111-368-506075	\$ 74,976.00
(Adams Lane Bridge Replacement Project)		
Federal Memo Entries	111-368-506076	\$ 71,322.95
(Piper Rd Bridge Replacement Project)		
Federal Memo Entries	111-368-506077	\$ 46,996.25
(Schoolhouse Rd Bridge Replacement)		
Federal Memo Entries	142-368-506079	\$225,358.10
(Guardrail Improvements)		
Federal Memo Entries	142-368-506080	\$ 23,199.00
(Pavement Markings)		

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1207 approve the Supplemental Appropriation of Funds within Fund Number 192 & 191, 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>
Admin	192-375-504300	\$ 400.00
Salary	191-375-502001	\$11,000.00
Medicare	191-375-502001	\$ 300.00
PERS	191-375-502003	\$ 200.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

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RESOLUTION 25-1208 approve the line item transfer of monies within Fund Number 007 as requested by Tom Smith, 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>
007-692-504007-PA Repairs	007-692-504172-PA PSCA Cont.	\$4,000.00
007-692-504007-PA Repairs	007-697-504172-SS PSCA Cont.	\$1,000.00
007-692-504202-PA Facilities	007-692-502013-PA Reserv/Regist	\$3,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1209 authorize Melissa J. Bell to sign on behalf of the Board of Muskingum County Commissioners the Release of Mortgage form for the mortgage of Lori J. Brosie, in the original amount of \$5,000.00 for the Muskingum County Community Housing Improvement Program. This request was submitted by Kyle Dunn, Program Director.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1210 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>
009-368-502004-Insurance	009-368-504001-Contract Services	\$ 7,500.00
009-368-502004-Insurance	009-368-503009-Materials, Roads	\$20,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1211 approve the line item transfer of monies within Fund Number 001 as requested by Jason Baughman, Chief Building Official for Muskingum County Building Department, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-456-504001-Contract Services	001-456-504425-Permit Refunds	\$77.61

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1212 approve the line item transfer of monies within Fund Number 001 & 002 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>
001-458-501002-Salaries	001-458-504001-Contract Services	\$10,000.00
002-502-506001-Kennel-Equipment	002-502-504001-Kennel-Contract Serv.	2,500.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1213 authorize Rachael Dille and the Probation Department to attend the 2026 Inter Court Conference on March 12-13th, 2026 in Columbus, Ohio.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

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RESOLUTION 25-1214 a letter of request has been submitted by The City of Zanesville, in accordance with the Ohio Revised Code Section 4504.04, for permissive tax funds in the amount of \$17,000.00, 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 \$17,000.00 to The Village of Roseville.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1215 a request for payment of the county's mandated share of the Income Maintenance programs for the fiscal year of 2025 was requested to be paid for the period of July 01, 2025 through June 30, 2026, in the amount of \$63,434.50 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, as follows:

FUND TO FUND TRANSFER

<u>From Transfer Out</u>	<u>To Transfer In</u>	<u>Amount</u>
001-999-510004	007-000-414002	\$63,434.50

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1216 a request for payment to the County's flexible spending account for the period of

October 01, 2025 through December 31, 2025, in the amount of \$150,000.00 has been submitted by the Muskingum County Department of Job and Family Services, Fiscal Supervisor, Tom Smith, and

WHEREAS, the transfer of funds in said amount, \$150,000.00 is now requested as follows:

FUND TO FUND TRANSFER

<u>From Transfer Out</u>	<u>To Transfer In</u>	<u>Amount</u>
001-999-510013 JFS Flex Support	069-000-414002 CSE Transfer-In	\$150,000.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1217 approve the line item transfer of monies within Fund Number 192 as requested by Kyle Dunn, Director of Community Development, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
192-375-501002-Salary	192-375-504300-Admin	\$3,276.00

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

RESOLUTION 25-1218 approve the line item transfer of monies within Fund Number 001 as requested by Kacey Stackhouse, Deputy Clerk of Muskingum County Commissioners, as follows:

LINE ITEM TRANSFER OF MONIES

<u>From Line Item</u>	<u>To Line Item</u>	<u>Amount</u>
001-117-504208-Land Acquisition	001-117-504104-Telephone	\$4,302.49

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Motion carried.

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RESOLUTION 25-1219 accept and sign Agreement for Indigent Defense Services in Municipal Court (Assigned Counsel) to be in effect January 1, 2026 through December 31, 2026.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-1220 agree to sign pay application GMP 011 for the New Jail Project in the amount of \$2,292,563.08.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-1221 agree to sign change order "CO 016 PCO-040 for the New Jail Project in the amount of \$9,835.42 (detail attached). 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.

Don Madden, Projects Manager; Stan Lucas, Sewer Department Manager; Chad Hutchins, Water Department and Kade Haddox, County Administrator, met with the Commissioners to discuss Water and Sewer Department wage rates.

Commissioner Bell reported that she had been contacted by a resident of Pioneer Drive in Blue Rock Township regarding County water. There is County water available, they would just need to purchase a tap; \$1,000.

The Commissioners received and reviewed the November 2025 Financial Report from the County Auditor.

Kade discussed the new jail phone system with the Commissioners. It will have to be a decision between the IT Department and Sheriff Lutz.

There was discussion regarding wages for employees of the K-9 Adoption Center. Kade will coordinate talks with the Sheriff.

Sheriff Lutz met with the Commissioners. They discussed the phone system and Adoption Center wages. Kade will put together some figures for the Sheriff and John Deal to look at regarding Adoption Center wages.

The Commissioners also spoke with the Sheriff regarding the payments for the purchase of the new Bearcat, \$263,000. Each entity - Sheriff, Prosecutor and Commissioners were to pay one-third of the cost. The Commissioners have paid their portion, as well as, the Sheriff's Department. The Prosecutor paid investigator wages in lieu of. The Commissioners told the Sheriff they would earmark \$85,000 in the budget for him, if he needs it in the future.

Kade will organize a meeting of Robert Moore, IT Director; Sheriff Lutz and Kim Hambel to further discuss the new phone system at the jail.

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The Clerk reported that Shannon Bell, Rambo Director, called to inquire about Maintenance cleaning their parking lot this past snow. She understood that they were responsible for their own lot and asked if we would be charging them.

There was a misunderstanding in Maintenance, there will be no charge and no plowing going forward.

Don Madden, Projects Manager; Kade Haddox, County Administrator; Matt Russell and Gary Williams of the Engineer's Office gather to consider the following:

RESOLUTION 25-1222 open bids for Licking View paving, Muskingum County Projects Department.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

RESOLUTION 25-1223 take bids under advisement for Licking View paving, Muskingum County Projects Department.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

Kade Haddox, County Administrator, met with the Commissioners with updates.

- Working to get a quote for a sign at the Newark Road facilities
- Kade and Mark Zanghi, Assistant Prosecutor, will meet Cole Ryan, APG Architects, Thursday at the 44 North 4th Street building

Commissioner Prouty explained to Mark Zanghi, Assistant Prosecutor, the request of Todd Fitz and Peggy Cater of Juvenile Detention, regarding their need for transportation in their Drug Intervention Program. Would it be possible for the County to purchase forfeited or auction vehicles for Juvenile to use? Mark will research.

The Commissioners reviewed past opioid disbursement grant payouts.

There was discussion regarding the repair of the retaining wall at the Center for Seniors. Kate has asked that there be no work or use of the dumpster during the FOP lunch on Friday, December 19.

The Commissioners attended the Investment Committee Meeting.

Chris Crook, Redevelopment Specialist, met with the Commissioners to update them on the latest projects. The following was then considered:

RESOLUTION 25-1224 accept and sign Kendrick proposal of \$26,5936.00 for the cleanup of 12655 2nd Avenue, Trinway.

Motion made by Commissioner Cameron, seconded by Commissioner Prouty.

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

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

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Russell Edgington, Park District Director, met with the Commissioners to discuss the possibility of conversion of the rail crossing at Kirkbride Marina from a private to a public crossing.

- County would have to initiate conversion and Mark Zanghi, Assistant Prosecutor would need to be involved
- Russell will contact current property owner

Commissioner Bell reported CCAO updates:

- Toolkit for Property Tax to combat potential ballot initiative
 - Forming campaign
- SNAP Benefits
 - 50% - 25%
- Cheryl Subler, CCAO Executive Director is checking with NACO regarding ARPA dollar audits
- Muskingum County will be hosting the Spring CCAO gathering

George Reynolds, County Apiary Inspector, and his wife Martha were asked to join the Commissioners to present a Certificate of Appreciation for his dedication to the Apiary Program of Muskingum County.

Pam Davis, Human Resources and Kade Haddox, County Administrator, met with the Commissioners to finalize the agenda for Wednesday's Elected Official and Department Head Meeting.

It was discussed that there may be possible CORSA reimbursement for the MaintenanceX Program that Eric is implementing.

Once the scope is established for the Courthouse/Courtroom alterations, a meeting will be scheduled with parties as required per ORC 153.36.

In discussing the request for additional Court View subscriptions, Wendy Sowers has requested log-out timers for Court View.

Don Madden, Projects Manager, met with the Commissioners regarding the opening of the Maysville Waterline Extension. Josh Legg from OEPA would like to have a ribbon cutting to mark the occasion, December 15; 10am.

Commissioner Bell reported that she has received a text regarding to Culbertson Road water availability.

The Commissioners received an inquiry of concern from Stephanie Tilley regarding Children Services.

Commissioner Bell moved to approve the minutes of the November 20, 2025 session.

Commissioner Cameron seconded.

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

Motion carried.

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Commissioner Bell moved to approve the minutes of the November 24, 2025 session.

Commissioner Cameron seconded.

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

Motion carried.

Commissioner Prouty moved to approve the minutes of the December 01, 2025 session.

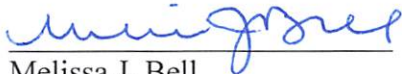
Commissioner Cameron seconded.

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

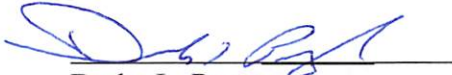
Motion carried.

A call was placed to Jeff Stankunas regarding a public records request. Jeff will respond.

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