



Present: President Robert E Wirkner and Commissioner Jeffrey L Ohler; **Absent:** Vice President Thomas R White

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:01 AM

Commissioner Wirkner asked that everyone stand and recite the Pledge of Allegiance.

**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**


 9:02 AM

Christopher R. Modranski, Assistant Clerk I, certified that the entire recording of the proceedings at the prior meetings are captured completely and accurately in the electronic record and are available at the office.


**IN THE MATTER OF
MINUTES**

Motion: to approve the summary of the minutes from the regular meeting of Monday, August 29, 2016, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF
BOARD MEETING ATTENDANCE**

 9:02 AM


Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Commissioner White is absent.

**IN THE MATTER OF
EXPENSES**

Motion: to approve the following travel and membership expenses, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Thomas R White, Commissioner	Commissioners	MCJAS Meeting	Canton, OH	Retroactive to 8/30/2016	\$35.00
Janice Leggett, Clerk Supervisor	Commissioners	First Aid/CPR/AED Training	Akron, OH	9/3/2016	\$55.00
Patricia Oyer, Recorder	Recorder	Ohio Recorders' Association Meeting	Columbus, OH	9/20/16	\$75.00
Shelley Martin, Director	CSEA	OCDA Fall Conference	Dublin, OH	10/16/16 to 10/18/16	\$458.00


 9:04 AM

**IN THE MATTER OF
APPROPRIATION AMENDMENT(S)**


Motion: to approve the following appropriation amendment(s), **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
General Fund	Relief Allowances	0255-A009-C06.000	Grave Markers	0256-A009-D05.000	\$1,150.05

 9:05 AM

**IN THE MATTER OF
2016 ANNUAL REPORT
CARROLL COUNTY PROSECUTOR'S OFFICE**


 9:05 AM

Commissioner Wirkner advised Prosecutor Don Burns filed his 2016 Annual Report for the Carroll County Prosecutor's Office. A copy of the report is on file in the Commissioners' Office.

**IN THE MATTER OF
CHIP - SATISFACTION OF MORTGAGE**


Motion: to approve a Satisfaction of Mortgage for Richard J. Davis, Jr. through the CHIP grant, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF
SHERIFF'S OFFICE
JAIL DOCTOR**


Rescinded motion on October 6, 2016;
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 9:06 AM

Dale R. Williams, Sheriff, appeared before the Board to advise he has reached terms with Carl Fry, DO of Carrollton to become the Jail Physician for the term beginning October 1, 2016 and expiring on September 30, 2017.

Motion: to approve a contract with Carl Fry, DO of Carrollton, Ohio, in the amount of Set-Up Fee \$500.00; Weekly Retainer, \$300.00; & After Hours and Weekend Coverage, \$350.00 to serve as the Jail Physician for the term of October 1, 2016 to September 30, 2017; a copy is on file in the Commissioners' office, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 9:09 AM


**IN THE MATTER OF
APPOINTMENT
FEMA MEETING**

Motion: to appoint Tom Cottis as the County's representative at the Federal Emergency Management Agency (FEMA) meeting September 8, 2016 at Wesley Community Chappell in Carrollton, Ohio, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:12 AM


**IN THE MATTER OF
RESOLUTION 2016-36**

 9:12 AM

Nick Lautzenheiser, Development Coordinator, Muskingum Watershed Conservancy District (MWCD), appeared before the Board to ask for their support with an Ohio Public Works Commission (OPWC) Clean Ohio Conservation Fund grant application for a proposed project at Leesville Lake. Mr. Lautzenheiser advised the MWCD is proposing to apply for financial assistance through the Clean Ohio Conservation Fund to stabilize approximately 380 linear feet of shoreline in the Glens Cottage Area of Leesville Lake.

Motion: to adopt Resolution #2016-36 to show support for an Ohio Public Works Commission (OPWC) Clean Ohio Conservation Fund grant application for a proposed project at Leesville Lake, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:15 AM

Resolution of Support – Resolution No. 2016-36

WHEREAS, the Clean Ohio Conservation Fund provides grant assistance to the State of Ohio for conservation purposes, and **WHEREAS**, the Muskingum Watershed Conservancy District desires grant assistance from the Clean Ohio Conservation Fund, and **WHEREAS**, the Clean Ohio Conservation Fund application process requires support from the county in which subject property is located, and

WHEREAS, the subject property is located in Orange Township in Carroll County, and

WHEREAS, the Muskingum Watershed Conservancy District has provided the Carroll County Commissioners with a description of the proposed project.

NOW, THEREFORE BE IT RESOLVED by the Carroll County Board of Commissioners to support the Leesville Lake Shoreline Stabilization – Phase 2 project.

Mr. Ohler moved for the adoption of the preceding Resolution; Mr. White seconded the motion. Upon call of the roll the vote was recorded as follows: Mr. Ohler, Yes; Mr. White, Absent; Mr. Wirkner, Yes.

Motion carried on unanimous vote. Resolution adopted this 1st day of September, 2016.

BOARD OF COMMISSIONERS
OF CARROLL COUNTY

ATTEST:

/s/: Christopher R. Modranski

[X] Christopher R. Modranski, Assistant Clerk I

[] Valerie S. Mossor, Assistant Clerk II

[] Janice E. Leggett, Clerk Supervisor

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/s/: Robert E. Wirkner

Robert E. Wirkner, President


Absent

Thomas R. White, Vice President

/s/: Jeffrey L. Ohler

Jeffrey L. Ohler, Commissioner

**IN THE MATTER OF
TOWER, ROUTE 9**

 9:20 AM

Commissioner Wirkner advised another interested party has come forward expressing interest in purchasing the communications tower at the intersection of Kensington Road and Cobbler Road. Commissioner Wirkner asked if the Board wants to consider selling the tower. Commissioner Ohler advised he was interested as well as Commissioner Wirkner. Commissioner Wirkner advised he will reach out to Denny Roudebush, President, Community Improvement Corporation (CIC), since they own the ground that the tower is located on and ask for a meeting to be called of the Committee to discuss the sale.


**IN THE MATTER OF
PAYMENT OF BILLS WITHOUT PRIOR CERTIFICATION:
REVISED CODE 5705.41**

Motion: to approve payment of the following for materials or services purchased without a proper purchase order and certification and the County Auditor is authorized to issue her warrant for payment of same, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

COUNTY: Carroll County Health Department, \$3,250.46; Anthem Insurance, \$111.00; Transit, \$1,003.20; Centec Metal Products, \$650.05; 1-Step Detect, \$400.00; Independence Business Supply, \$353.07.

DJFS: Dollar General, \$800.00; Walmart, \$144,561.74; Alice Cooper, \$1,536.00.

 9:23 AM

**IN THE MATTER OF
BID OPENING
CARROLL COUNTY PARK DISTRICT ACCESSIBILITY IMPROVEMENT PROJECT – CDBG FY15**


 9:30 AM

Commissioner Wirkner advised the time has arrived to open bids for the CDBG FY15 Carroll County Park District Accessibility Improvement Project, the following bids were received:

	COMPANY	LOCATION	LUMP SUM QUOTE	ADDITIONAL ITEMS
1.	E. Mullins Construction, LLC	Bloomington, OH	\$38,942.00	N/A

Motion: to table bids for further review until Monday, September 12, 2016, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 9:32 AM

**IN THE MATTER OF
PAYMENT OF BILLS**


Motion: to approve bills submitted for payment and to authorize the County Auditor to issue her warrant on the County Treasury for payment of same, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:38 AM

Commissioner Ohler questioned expenses from the Veterans Service Commission where it appears four employees each drove personal vehicles to a conference. Commissioner Ohler suggested correspondence be sent to the Director and make them aware of the rental car policy the Board has in place. Commissioner Wirkner suggested that the Board make an inquiry of the Director to see if there was a reason why all four drove separately and make them aware of the policy. Commissioner Ohler questioned how many days the conference was. Janice Leggett, Clerk Supervisor, advised she assumed it was a one day trip because there are no hotel costs associated with the travel. Commissioner Ohler stated had they carpooled they could have saved approximately \$600 that could have been used towards veterans' benefits.


**IN THE MATTER OF
TRANSIT
SYSTEM SECURITY AND EMERGENCY PREPAREDNESS PLAN (SSEPP)**

 9:38 AM


Sonja Leggett, Director, Transit, appeared before the Board seeking approval for the revisions to the System Security and Emergency Preparedness Plan (SSEPP). Ms. Leggett advised the plan follows a template provided by the Ohio Department of Transportation (ODOT). Ms. Leggett advised this was originally sent to ODOT in 2015 and the updates include a new organizational chart, county map, evacuation/building map, 2015 statistics, emergency contacts and system matrix. Ms. Leggett advised the SSEPP will need to be updated annually. Ms. Leggett advised this needs to be submitted to ODOT as part of a grant application on September 15, 2016

Motion: to adopt the System Security and Emergency Preparedness Plan (SSEPP), **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 9:41 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT
TRANSIT & CENTREVILLE VILLAGE OF CARROLL COUNTY**

 9:42 AM

Sonja Leggett, Director, Transit appeared before the Board seeking approval of a contract with Centreville Village of Carroll County for transportation services.


Motion: to approve a contract with Centreville Village of Carroll County of Carrollton, Ohio, The cost of transportation services will be \$1.75 per mile for the length of the trip outside of the Carrollton Village limits. Additional persons from the same agency traveling

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on the same trip with a common pick-up and drop-off point will travel for a reduced fare of \$1.20 per mile provided there is room. Should a group from a single agency be larger than the vehicles' capacity, an additional vehicle will be pressed into service at a charge of \$1.75 per mile. In the event that a driver/vehicle is needed to wait longer than 1.25 hours for the client, an hourly fee of \$10.00 per hour will be charged after the 1.25 hours has surpassed. The cost of transportation services within the Village of Carrollton will be \$3.50 per one-way trip. Additional persons from the same agency traveling on the same trip with a common pick-up and drop-off point will travel for a reduced fare of \$2.50. If the passenger is a "No Show" or "Late Cancellation" Centreville Village of Carroll County will be charged 50% of the cost of the scheduled trip for the term of August 22, 2016 to March 31, 2017; a copy is on file in the Commissioners' office, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.


 9:46 AM

**IN THE MATTER OF
TRANSIT
AGREEMENT/CONTRACT – CARROLLTON SCHOOLS**

 9:47 AM


Sonja Leggett, Director, Transit, appeared before the Board seeking approval of an amendment to the contract with Carrollton Exempted Village School District changing the amount of trips outside of the Village of Carrollton. Commissioner Wirkner asked if the contract has been approved by the Prosecutor for form and function. Ms. Leggett advised it had not. Commissioners advised Ms. Leggett to have the contract approved for form and function then they can sign the contract.

**IN THE MATTER OF
TRANSIT
MEDICAID**

 9:49 AM

Sonja Leggett, Director, Transit, appeared before the Board to advise Transit has been approved to provide non-medical transportation through Medicaid. Ms. Leggett advised she has to complete training for the billing and there is a fee for the training. Ms. Leggett advised Matt Campbell, Superintendent, Carroll County Board of Developmental Disabilities, has agreed to allow his billing officer to train Ms. Leggett and Victoria Peoples, IT Support & Administrative Supervisor. Ms. Leggett advised she will reach out to the riders that have stopped using the Transit and inform them that Transit is now certified as a non-medical transportation provider.


**IN THE MATTER OF
DJFS - NEW HIRE**

 9:59 AM


Kate Offenberger, Director, Department of Job and Family Services, advised she would like to hire Heidi Joynson and Rebecca Weaver as Unit Support Workers for the Public Assistance unit. Ms. Offenberger advised both ladies will begin their duties on September 12, 2016 and will be compensated at \$14.17 per hour.

Motion: to approve the hiring of Heidi Joynson and Rebecca Weaver as Unit Support Workers at the Department of Job & Family Services, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 10:00 AM


**IN THE MATTER OF
MEMORANDUM OF AGREEMENT
TITLE XX**

 10:00 AM


Kate Offenberger, Director, Department of Job and Family Services, advised she would like to have a memorandum of agreement with DJFS and the Board in place in order to reimburse the Board for providing short term (180 days or less) residential treatment services or group home services to children who are placed within the Multi-County Juvenile Attention System (MCJAS).

Motion: to approve a Memorandum of Agreement between the Carroll County Department of Job & Family services and Carroll County Board of Commissioners, for the purpose of providing short term (180 days or less) residential treatment services or group home services to children who are placed with the Multi-County Juvenile Attention System (MCJAS) for the retroactive term of October 1, 2015 to September 30, 2016; a copy is on file in the Commissioners' office, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 10:01 AM

**IN THE MATTER OF
REVISION
PERSONNEL POLICY MANUAL**

 10:05 AM

Janice E. Leggett, Clerk Supervisor, Commissioners, appeared before the Board to advise that CORSA made a recommendation to revise the Personnel Policy Manual. CORSA advised that Ohio's medical marijuana law takes effect on September 8, 2016.


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Notwithstanding, marijuana is still considered illegal under federal law and is still classified as a Schedule 1 controlled substance. It is CORSA’s recommendation that the County adopt a revised Drug and Alcohol Policy and continue to enforce its drug testing and drug free workplace policies. The Board discussed the responsibility of each department head/elected official to obtain the signatures of their employees on the new policy.

Motion: to approve the revised Drug and Alcohol Policy contained within the Carroll County Personnel Policy Manual, per the recommendation of CORSA, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 10:16 AM


**IN THE MATTER OF
HEALTH DEPARTMENT / EMA
MOBILE COMMAND VEHICLE**

 10:17 AM

Leann Cline, Health Commissioner, Carroll County General Health District appeared before the Board to request use of the Emergency Management Administration’s (EMA) Mobile Command vehicle. Ms. Cline advised she would like to expand services to Augusta, Kilgore, and Harlem Springs and offer immunizations, lab work, blood draws, health education and other services for the community. She would designate herself and the Director of Nursing, Marcy Greaves, as the two to drive the vehicle and would be responsible for any fuel used. Commissioner Wirkner advised he met with Ms. Cline and Tom Cottis, EMA Director, about this previously. Mr. Cottis advised he would continue maintaining the vehicle (oil changes, etc.) and would be responsible for safeguarding any equipment. Commissioner Wirkner confirmed the vehicle belongs to the County and they also discussed a checklist procedure to take the vehicle. The last time the vehicle was used was at the fire at A & A Discount Tire and at the ALIVE Festival. Commissioner Wirkner recommends this arrangement because it is a community outreach. Commissioner Ohler advised he would like to see a Memorandum/Agreement between the Health Department, EMA and the Commissioners for use of this vehicle.

Motion: to approve use of the Emergency Management Agency’s (EMA) Mobile Command Vehicle as a mobile clinic while not in use by EMA, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:23 AM

**IN THE MATTER OF
ADJOURN**

Motion: to adjourn, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Thomas R White; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 10:26 AM

/s/Christopher R. Modranski
Christopher R. Modranski, Assistant Clerk I
(PREPARED BY)

We hereby certify the foregoing to be true and correct.
/s/ Janice E. Leggett
Janice E. Leggett, Clerk Supervisor

Carroll County Commissioners

/s/ Robert E Wirkner PRESIDENT
Robert E Wirkner
ABSENT
Thomas R White
/s/ Jeffrey L Ohler
Jeffrey L Ohler
/s/ Robert E Wirkner PRESIDENT
Robert E Wirkner