



Present: President Jeffrey L Ohler, Vice President Robert E Wirkner, Commissioner Lewis A Mickley.

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM

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

**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**


 9:01 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, July 10, 2017 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:01 AM


**IN THE MATTER OF
EXPENSES**

Motion: to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Darla Lucas, Case Manager Supervisor	Child Support Enforcement Agency	Hearing Officer Training	Canton, OH	8/4/17	\$30.00
Bambi Merrick, Fiscal Officer Melissa Herrington, Budget Officer	DJFS	Region 6 QTRLY Fiscal Meeting	Wooster, OH	8/17/17	\$30.00
Tom Konst, W&M Inspector	Auditor	National Conference on Weights & Measures	Pittsburg, PA	7/17/17-7/19/17	\$0.00

Action: Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF
APPOINTMENT – MAUREEN STONEMAN
ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICE (ADAMHS)**

Motion: to appoint Maureen Stoneman to the Alcohol, Drug Addiction and Mental Health Service Board for the unexpired term of three years effective immediately and ending June 30, 2019; Ms. Stoneman will replace Calvin Graham, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF
GRANT – WATER POLLUTION CONTROL LOAN FUND
CHANGE ORDER**

Motion: to approve change order #1 for Tim Dayton dba Dayton Excavating for the Water Pollution Control Loan Fund to increase contract #3B by \$828.00 which adjusts the price to \$35,748.00 due to the local Health Department's site evaluation fee not being included in the bid package; this does not extend the completion date, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: President Jeffrey L Ohler, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E Wirkner.


Motion carried on majority vote.

 9:04 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT – HAWKHAVEN, LLC
WATER POLLUTION LOAN CONTROL FUND**

Motion: to approve contract #6 with Hawkhaven, LLC of Wooster, OH, in the amount of \$550.00 per site for soil evaluation for the Water Pollution Control Loan Fund at a residence located on Arrow Road, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT – BRIDGES EXCAVATING, LLC
WATER POLLUTION LOAN CONTROL FUND**

Motion: to approve contract #6 with Bridges Excavating, LLC of Uhrichsville, OH, in the amount of \$325.00 per site for soil evaluation for the Water Pollution Control Loan Fund at a residence located on Arrow Road, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF
PROSECUTOR OPINION**

Motion: to send the Water Pollution Control Loan Fund-Household Sewer Treatment System Agreements with Hawkhaven, LLC and Bridges Excavating to the Prosecutor for his approval, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF
PROSECUTOR OPINION**

Motion: to request the Prosecutor's opinion on the resolutions related to the possible Health Department levy, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF
WAVIER REQUEST
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY17**

Motion: to approve the Waiver Request for the CDBG FY17 Allocation Program; the request is to exceed the four project limit which would enable the County to complete a fifth project utilizing all of the \$150,000 which was allocated to Carroll County, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: President Jeffrey L Ohler, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on majority vote.

 9:07 AM


**IN THE MATTER OF
READINESS TO PROCEED
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY17**

Motion: to approve the Readiness to Proceed letter advising that Carroll County is ready to proceed with four projects included in the 2017 Community Development Allocation application; Carroll County is also prepared to proceed with a fifth project should the Waiver Request be approved, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: President Jeffrey L Ohler, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.

Motion carried on majority vote.

 9:08 AM

**IN THE MATTER OF
TRANSIT – POLICY REVISIONS**


 9:08 AM

Sonja Leggett, Director, Transit appeared before the Board to request approval for the following revisions to the Transit Policy and Procedures Manual:


1. Code of Conduct & Disciplinary Policy for Employees (Page 14-22) – Delete Operations Manager throughout the Procedure section starting on page 16 to identify that all disciplinary action will be done by the Director.
2. Service Hours (Page 2) – New service hours changed to reflect the 6:00 AM to 6:00 PM hours.
3. Access to Information (Page 26) – This identified to contact Sonja Leggett for any person requiring special accommodations – the change is the Transit Director as the contact.
4. Fare Structure for General Public Trips (Page 78) – Updated information to include the \$10.00 wait fee after the first 1 hour and 15 minutes.
5. No-show Policy (Page 100) – Identify that scheduled trips are to be cancelled no later than two hours prior to the scheduled pick-up time.
6. Trip Cancellation Policy (Page 102) – Cancellations must be received no later than two hours to the scheduled pick-up time to avoid being considered a late cancel.
7. Scheduling (Page 113) – Under Demand Response office hours changed to reflect that scheduling can now occur between 6:00 AM to 6:00 PM.
8. Fueling (Page 36) – No passengers are allowed onboard while refueling.

Motion: to approve the revisions to the Transit Policy and Procedures Manual as identified today by Sonja Leggett, Transit Director, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.

Motion carried on unanimous vote.

 9:11 AM

**IN THE MATTER OF
TRANSIT – TIGER GRANT NOTIFICATION**

 9:11 AM


Sonja Leggett, Director, Transit Director, appeared before the Board to advise that the Ohio Department of Transportation (ODOT) has awarded Transit \$92,610 for the Transportation Investment Generating Economic Recovery (TIGER) Grant. Ms. Leggett advised the money will be used to purchase software and she is waiting on contract approval from ODOT.

**IN THE MATTER OF
RENT – FARMERS EXCHANGE**

Commissioner Ohler questioned if the Board pays rent for the Soil and Water Conservancy/OSU Extension building on a monthly basis or annually. Christopher R. Modranski, Assistant Clerk I, advised the Board pays the rent each month. Commissioner Ohler asked the Board if they had any objection to paying the rent on an annual basis.

Motion: to pay the Farmers Exchange rent annually instead of monthly, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.


Motion carried on unanimous vote.

 9:14 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 Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:15 AM

**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:

COUNTY: Fairfield Information Services, \$270.00; Tina Huggins, \$136.00; Vector Security, \$1,003.00; Fairfield Information Services, \$265.36; & Hershberger Woodworking, \$650.00.


DJFS: None.

Action: Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley.

Motion carried on unanimous vote.


 9:16 AM

**IN THE MATTER OF
REBATE CHECK
OHIO BUREAU OF WORKERS' COMPENSATION**

 9:16 AM


Commissioner Ohler advised the Board received a rebate check from the Ohio Bureau of Workers' Compensation and ask the Board how the money should be distributed. Commissioner Wirkner advised the letter talks about a 3-to-1 matching grant for workplace safety and health programs from the BWC. Mr. Modranski advised we have researched the matching grant in the past and have been advised that everything we have asked about was not eligible. Commissioner Ohler asked if the money needs to be redistributed to the departments. Commissioner Wirkner advised that everyone paid into the fund and it is his understanding that the money needs to go back to where it came from. Mr. Modranski advised the money described in the letter is a rebate and believes that the money would be similar to a grant which would make it eligible for other uses. Mr. Modranski advised had it been a refund then the money would need to be filtered back to the departments. Mr. Modranski advised this money is being provided as part of the BWC Billion Dollar Back program because the BWC has a surplus of over \$10 billion. Commissioner Wirkner advised this is not the first rebate we have received. Commissioner Mickley advised that one concern is things like this in the past are what has built up the Trust Fund. Mr. Modranski advised that every county in Ohio should have received this rebate and we can check to see how they are handling the money. Commissioner Ohler advised he will do some more research on the rebate and report back to the Board.

**IN THE MATTER OF
BUDGET
HEALTH DEPARTMENT**

 9:24 AM

Commissioner Mickley advised he was asked to make a clarification from Auditor Lynn Fairclough. Commissioner Mickley advised that during session on Monday, July 10, 2017 he reported that Auditor Fairclough had received the budget from the Carroll County General Health District. Commissioner Mickley advised that apparently information he received from Leann Cline, Health Commissioner, was not correct because Auditor Fairclough had not received the budget until Commissioner Mickley provided a duplicate of his copy to her.


**IN THE MATTER OF
BID OPENING - 2017 BOX CULVERT REPLACEMENT PROJECT**

 9:30 AM


The time having arrived to open bids for the Engineer's Office Box Culvert Replacement, the following bid(s) were received:

COMPANY	LOCATION	BID AMOUNT
Wenger Excavating, Inc.	Dalton, Ohio	\$285,578.60

Motion: to table bids for further review until July 17, 2017 per the recommendation from Brian J. Wise, County Engineer, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley. Motion carried on unanimous vote.


 9:41 AM

**IN THE MATTER OF
ENGINEER - MOWING**

 9:44 AM

Commissioner Wirkner asked if the Engineer's Office will be doing any mowing on the side of the road. Brian Wise, Engineer advised they mow three times a year.


**IN THE MATTER OF
BID OPENING - 2017 PETROLEUM DIESEL FUEL**

 9:45 AM


The time having arrived to open bids for the Engineers Office, the following bid(s) were received:

COMPANY	LOCATION	BID AMOUNT
1 st Choice Energy Services	New Philadelphia, Ohio	Mark up of \$0.10 per gallon Pumped at supplier's facility \$1.813 Total Price \$1.913 per gallon

Motion: to table bids for further review until July 17, 2017 per the recommendation from Brian J. Wise, County Engineer, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E. Wirkner. Motion carried on unanimous vote.


 9:47 AM

**IN THE MATTER OF
REPAIRS/MAINTENANCE - CLOCK TOWER**

 9:50 AM


Commissioner Wirkner advised he went up into the clock tower to see for himself where the water is leaking in and he advised it appears to him that the leak is a result of driving rain and advised if it is a normal rain he believes there is no leak. Commissioner Wirkner advised the clock tower itself is a steel structure sitting on masonry and is not sure how it can be sealed up and advised it has probably leaked under those conditions its entire existence.

**IN THE MATTER OF
ADR & ASSOCIATES, LTD**

 9:57 AM

Richard Waugh, Funding Specialist Business Development and Nicholas D. Mill, PE, Project Manager, ADR & Associates, Ltd. appeared before the Board to discuss the Board's upcoming projects, introduce their firm and the services they can provide to the county. Major topics of discussion were the Northern Corridor Project, US Route 30 Extension Project, Roadways and Bridges.


**IN THE MATTER OF
JEFFREY L OHLER**

 10:25 AM

Commissioner Wirkner advised that Commissioner Ohler left the meeting at 10:20 AM and the Vice President has control.

**IN THE MATTER OF
ADJOURN**

Motion: to adjourn, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice 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/ Jeffrey L Ohler PRESIDENT

Jeffrey L Ohler

/s/ Robert E Wirkner

Robert E Wirkner

/s/ Lewis A Mickley

Lewis A Mickley

/s/ Jeffrey L Ohler PRESIDENT

Jeffrey L Ohler