



**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**

 9:00 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 14, 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** Vice President Robert E Wirkner, **Seconded by** Commissioner Lewis A Mickley. Motion carried on unanimous vote.

 9:01 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:01 AM


Commissioner Ohler questioned if everyone on the Board would be in attendance today. Everyone was present.

**IN THE MATTER OF  
EXPENSES**

**Motion:** to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Jennifer Simon, ESSII	DJFS	CCMEP Update & Procurement Training	Akron, OH	10/20/17	\$0.00
Patricia Oyer, Recorder	Recorder	NE Ohio Recorders Association District Meeting	Middlefield, OH	Retroactive to 8/11/17	\$71.16
Lewis A. Mickley, Commissioner	Commissioners	EODA Meeting	Marietta, OH	8/18/17	\$125.00
Lewis A. Mickley, Commissioner	Commissioners	Whitehouse IGA Conference & Tour	Washington D.C.	8/28/17-8/29/17	\$750.00

**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** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E Wirkner. Motion carried on unanimous vote.


 9:01 AM

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

**Motion:** to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
County Home H70	Supplies - Non-Food	0330-H070-H03.000	\$14,000.00
County Home H70	Equipment	0330-H070-H05.000	\$2,000.00
County Home H70	Personnel Payroll	0330-H070-H02.020	\$35,000.00
County Home H70	OPERS	0330-H070-H11.070	\$4,900.00
County Home H70	Medicare	0330-H070-H14.090	\$510.00
County Home H70	Supplies – Food	0330-H070-H04.000	\$7,100.00
County Home H70	Perm. Improvement	0330-H070-H20.000	\$90,500.00
M & G	Materials – Roads	0355-K000-K12.000	\$8,000.00
County	Transfer Out	0280-A015-A16.200	\$382.00

**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.

 9:01 AM


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

**Motion:** to approve the following appropriation amendment(s):

FUND	FROM	TO	AMOUNT
	NAME	NAME	
	CODE	CODE	
M & G	Compensation & Damage	Advertising	\$1,000.00
CCES General Operations	Projects	Supplies	\$20,000.00
	0355-K000-K18.000	0355-K000-K20.060	
	0450-P000-P08.000	0450-P000-P02.000	

**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  
TRANSFER OF FUNDS**

**Motion:** to approve the following transfer of fund(s):

<u>FUND</u>	<u>CODE (FROM)</u>	<u>CODE (TO)</u>	<u>AMOUNT</u>
County General	0280-A015-A16.200	0999-Y084-800	\$382.00


**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.

 9:03 AM


**IN THE MATTER OF  
ESTABLISHMENT OF FUNDS**

**Motion:** to establish a new fund and no approval is necessary from the State Auditor, being B001 Medicaid Local Sales Tax, **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.


 9:05 AM

**IN THE MATTER OF  
LETTER OF NOTIFICATION – TIDD-WAGENHALS 138KV TRANSMISSION LINE EXTENSION  
AEP OHIO**

 9:05 AM

Commissioner Ohler advised the Board received a Letter of Notification from AEP Ohio in reference to the Tidd-Wagenhals 138-kilovolt (kV) Transmission Line Extension. The proposed extension consists of building a 138 (kV) transmission line extension to a new substation. AEP Ohio will build the new line on single pole, steel structures which will be less than a half mile long and will be located in Brown Township. AEP Ohio estimates the project to be approximately a \$1 million investment in Carroll County with construction to begin in the fall of 2017.

**IN THE MATTER OF  
MONTHLY REPORT – JULY  
CHILD SUPPORT ENFORCEMENT AGENCY**


 9:06 AM

Commissioner Ohler advised the office of the Prosecuting Attorney filed the July 2017 report for the Carroll County Child Support Enforcement Agency. A copy of the report is on file in the Commissioners' Office.

**IN THE MATTER OF  
AGREEMENT/CONTRACT  
ROGER A. WESTFALL, ARCHITECT, LLC.**

**Motion:** to approve a contract with Roger A. Westfall, Architect, LLC of Canton, Ohio, in the amount of \$4,000.00 for Architectural Design for a 40' x 64' Storage Building at the Carroll Golden Age Retreat, **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.

 9:09 AM

**IN THE MATTER OF  
BID NOTICE  
CHILD SUPPORT ENFORCEMENT AGENCY (CSEA) RETAINING WALL/DRIVE IMPROVEMENTS PROJECT**

**Motion:** to accept bids up to and opened at 9:30 a.m. on September 14, 2017 in the Commissioners' meeting room for the Child Support Enforcement Agency (CSEA) Retaining Wall/Drive Improvements Project; specifications can be secured at the office of Carroll County Commissioners, 119 S. Lisbon Street, Suite 201, Carrollton, Ohio 44615, **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.

 9:11 AM

**IN THE MATTER OF  
LIMITED ENGLISH PROFICIENCY PLAN**

**Motion:** to approve the Limited English Proficiency Plan necessary for various grants, loans and funding, **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.

 9:14 AM


**IN THE MATTER OF  
AGREEMENT/CONTRACT – STEPHEN CAMPBELL ASSOC.  
SHERIFF'S OFFICE**

**Motion:** to approve the quote of Stephen Campbell Associates in the amount of \$6,369.00 to add 24 VoIP recording licenses to the phone system in the Sheriff's office, **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.

 9:17 AM


**IN THE MATTER OF  
DUBLIN ROAD**

 9:18 AM


Glenn Durbin, Dublin Road/Orange Township resident, appeared before the Board representing the Leesville Glens Association, a nonprofit organization chartered with the State of Ohio consisting of 47 leases within the Muskingum Watershed Conservancy District (MWCD). Mr. Durbin is before the Board this morning because he attended an Orange Township Trustees meeting earlier this week to discuss with them the condition of Dublin Road. Mr. Durbin advised Dublin Road has not been maintained for a long time and it was quickly becoming a liability. Mr. Durbin reported since he attended the meeting, Orange Township has been expedient to maintain and improve Dublin Road. During the discussion at the township meeting it was expressed Mr. Durbin should attend a Commissioners' meeting to inquire if the County Engineer would survey Dublin Road to see if there would be a benefit to widen it. Mr. Durbin stated Camp Firebird is at the end of Dublin Road as well as the 47 leases and approximately 10 private homes that utilize the road. Mr. Durbin advised in the past the leases in conjunction with Orange Township paid to have the road chip and sealed twice in the last 15 years. Mr. Durbin advised recently the road has been torn up on several occasions due to MWCD allowing logging trucks and the Conservancy's heavy equipment to operate on the road. Mr. Durbin reports the leases will be voting soon to determine if they want to pay \$100.00 per lease to pave Dublin Road in two phases as suggested by Trustee Nign. Commissioner Wirkner advised there is a section of law that talks about improving a roadway such as Mr. Durbin is proposing and is very similar to a road vacation with petitions, surveys, viewing, and hearing. Commissioner Wirkner advised there are a variety of options the Engineer could provide and he recommends that the request is taken to the Engineer to ask for his assessment for the roadway. Commissioner Wirkner advised that any maintenance issues should still be handled by Orange Township. Commissioner Ohler advised that the Engineer has already been in contact with Orange Township so this shouldn't be a surprise for him when we bring this request.

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**Motion:** to allow Commissioner Wirkner to work with County Engineer Brian J. Wise and request an assessment on Dublin Road and provide an analysis, **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.


 9:27 AM

**IN THE MATTER OF  
COURTHOUSE SECURITY**

 9:29 AM

Janice E. Leggett, Clerk Supervisor, and Ed Eick, Building Maintenance Supervisor, appeared before the Board to discuss courthouse security. Ms. Leggett advised there was a suggestion made by an employee to have fire extinguishers installed in each office of the Courthouse for safety and security reasons. Ms. Leggett stated that the Safety Committee had a recent meeting where the topic of discussion was active shooter/active intruder and the committee received a presentation from Lieutenant John Kampfer of the Sheriff's Office. During that presentation Lieutenant Kampfer stated that a fire extinguisher can also be used as a defense weapon by discharging the canister or even hitting someone with it. Ms. Leggett advised the fire code is satisfied with the amount and placement of the fire extinguishers already in place. Mr. Eick suggests that each department could purchase a disposable unit and he will mount it where they want. Commissioner Wirkner advised he disagrees and states that if you have a fire extinguisher in the building any reasonable person is going to assume that it is full and ready to be used, so if we are going to have them in the building they need to be a part of the maintenance routine. Commissioner Wirkner believes this is an issue that should go before the Courthouse Security Committee and advised that committee will be meeting soon to discuss the Quick Action Guide currently being developed. Ms. Leggett advised the safety and security is obviously the first and foremost of importance but the flip side is the amount of work that will be added to the maintenance department for checking fire extinguishers on a monthly basis. Commissioner Ohler asked if this request took place because of the anthrax/bomb threat to the courthouse last month. Ms. Leggett advised that after the presentation to the Safety Committee, Lieutenant Kampfer went to individual offices at their request to provide them with detailed suggestions for their specific office of what to do in an active shooter/intruder situation and this request is the result of those one on one consultations. Commissioner Ohler asked if we are going to place one in every office or just the offices that have expressed interest. Commissioner Wirkner advised we should wait to hear the recommendation of the Courthouse Security Committee. Commissioner Ohler asked if there was a different resource that the office could have that wasn't a fire extinguisher. Christopher R. Modranski, Assistant Clerk I, advised that a can of hornet/wasp spray would be one option that would not draw attention from visitors like a can of pepper spray but has the same effect to your eyes and the stream is accurate at 20-25 feet. Commissioner Ohler advised the request has been brought to our attention and will be taken to the Courthouse Security Committee. Ms. Leggett also asked who would be responsible for training on the Quick Action Guide being developed. Commissioner Wirkner advised there would be guidance given as to the best person to do the training; for example, the postmaster would discuss suspicious packages.


**IN THE MATTER OF  
REQUEST FOR PROPOSALS – TANF FUNDS  
DEPARTMENT OF JOB & FAMILY SERVICES**


 9:49 AM

Kate Offenberger, Director, DJFS, appeared before the Board to announce that the Request for Proposals has been released for the Temporary Assistance for Needy Family (TANF) Funds. Ms. Offenberger advised the contract will be from October 1, 2017 for two years, and the contract includes: Carroll County General Health District, Family and Children First Council, Personal and Family Council, Big Brothers and Big Sisters, OSU Extension and Bridges Out of Poverty. Ms. Offenberger reported that proposals are due on September 21, 2017.

**IN THE MATTER OF  
EXECUTIVE SESSION**

**Motion:** to enter into Executive Session per ORC 121.22(G)(1) to consider employment of a public employee, **Action:** Upon the call of the roll the 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.


 9:52 AM

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The Board reconvened with no action taken at  10:32 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 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.

 10:32 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:** Tina Huggins, \$109.00; Fairmount Sewer, \$570.00; RWJ Corporation, \$650.00; Eick Electric, \$275.00; ServerSIM, \$138.00; Columbus Time Recorder, \$539.30; Digital Highway Solutions, \$1,920.92; University Reference Lab, \$372.00.


**DJFS:** CALLO Resources, \$818.63; Safehouse Ministries, \$6,696.00.

**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.


 10:32 AM

**IN THE MATTER OF  
ECONOMIC DEVELOPMENT  
DLH BOWLES CLOSURE NOTICE**

 10:32 AM

Commissioner Ohler advised he requested Tait Carter, Economic Development Director, to update the Board in reference to her involvement prior and post closure announcement of dlhBOWLES. Commissioner Ohler advised each member of this Board should have received an email reporting that she reached out to Ohio State Representative Andy Thompson and United States Congressman Bill Johnson and they are aware of the situation. Commissioner Ohler stated that Ms. Carter is also working with JobsOhio, Ohio Means Jobs, Carroll County DJFS, and Appalachian Partnership for Economic Growth (APEG). Commissioner Ohler mentioned that Ms. Carter and Ed Looman tried to set up a business retention and expansion meeting with dlhBOWLES in 2016 but they were not interested. Commissioner Ohler advised it is pretty difficult to solve an issue when they won't work with you but there may have been some state monies available to them. Commissioner Ohler advised Ms. Carter will keep the Board up-to-date on any news that comes about. Commissioner Ohler also reports that Ms. Carter is aware that when the building becomes available she will need to work diligently to fill it with a new company.

**IN THE MATTER OF  
SHERIFF'S OFFICE  
FIRING RANGE**


 10:36 AM

Commissioner Ohler received a call from a neighboring resident of the property where the proposed law enforcement firing range on Chase Road is being considered. Commissioner Ohler advised the resident suggested the county should look into the possibility of leasing the firing range on Avon Road which is located in close proximity to the Chase Road location but the range is already built. Commissioner Ohler advised there would probably be a cost associated with the property, there would be no control of who else is on the property and there is a chance the owner wouldn't want to renew the lease. Commissioner Ohler advised the property on Chase Road is County owned and will never have to be relocated. Commissioner Wirkner advised that control and safety is much easier when we own the property. Commissioner Ohler feels the best scenario is to move forward with the Chase Road property

**IN THE MATTER OF  
ADJOURN**

**Motion:** to adjourn, **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.

 10:41 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