



**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, October 23, 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)
Dominick E. Olivitto, Jr, Judge	Common Pleas Court	Domestic Relations Winter Seminar	Columbus, OH	11/17/17	\$400.00
Dominick E. Olivitto, Jr, Judge	Common Pleas Court	Ohio Common Pleas Judges' Association	Dublin, OH	12/5/17-12/8/17	\$1,050.00
Melissa Herrington, Budget Officer Bambi Merrick, Fiscal Officer	DJFS	Region 6 Quarterly Fiscal Meeting	Ashland, OH	11/15/17	\$0.00
Melissa Herrington, Budget Officer Bambi Merrick, Fiscal Officer	DJFS	Canton District Quarterly Fiscal Meeting	Millersburg, OH	11/14/17	\$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.

 9:01 AM


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

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

FUND	NAME	CODE	AMOUNT
Sheriff CPT Funding	Services	0200-T073-T05.000	\$1,700.00
County Home H70	Supplies Non-Food	0330-H070-H03.000	\$5,000.00
County Home H70	Utilities	0330-H070-H09.000	\$4,500.00
County Home H0	Other Expenses	0330-H070-H15.000	\$3,000.00

**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.

 9:02 AM


**IN THE MATTER OF  
DJFS - VARIOUS CONTRACTS**

**Motion:** to approve the following contracts for the Department of Job and Family Services as recommended by Kate Offenberger, Director:

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
ADAMHS Board	10/1/16 – 9/30/17	Varies, dependent on use	Reimbursement of daily placement costs paid to a residential treatment facility for children in shared funding	Service-MOA	New	09/18/17

**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.


 9:03 AM

**IN THE MATTER OF  
BID ACCEPTANCE**

**CDBG FY16 – GENERAL HEALTH DISTRICT ACCESSIBILITY IMPROVEMENT PROJECT**

**Motion:** to accept the bid of David L. McKarns Construction, Inc. in the amount of \$21,175.00 for the CDBG FY16 Carroll County General Health District Accessibility Improvement Project and issue the Notice of Award as recommended by Roger Westfall, Project Architect, **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.

 9:04 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**

**Motion:** to send the CDBG FY16 General Health District Accessibility Improvement Project contract with David L. McKarns Construction, Inc. to the Prosecutor for his review for form and function, **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.

 9:04 AM


**IN THE MATTER OF  
WATER POLLUTION LOAN CONTROL FUND  
RELEASE OF PERFORMANCE BOND**

**Motion:** to release the bond of Dayton Excavating, LLC due to WPCLF project #1D being completed satisfactorily per the recommendation of Scott Lenigan, Environmental Health 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** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**


 9:05 AM

Commissioner Wirkner exited the meeting.

**IN THE MATTER OF  
WATER POLLUTION LOAN CONTROL FUND  
RELEASE OF PERFORMANCE BOND**

**Motion:** to release the bond of Dayton Excavating, LLC due to WPCLF project #1E being completed satisfactorily per the recommendation of Scott Lenigan, Environmental Health Director, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler and Commissioner Lewis A Mickley; NEY: None; ABSENT: Vice President Robert E Wirkner; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** President Jeffrey L Ohler.


Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF  
AGREEMENT/CONTRACT-DAYTON EXCAVATING LLC  
WATER POLLUTION CONTROL LOAN FUND (WPCLF)**

**Motion:** to approve a contract with Dayton Excavating LLC of Salineville, Ohio, to install three septic systems for the Water Pollution Control Loan Fund for project #4A, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler and Commissioner Lewis A Mickley; NEY: None; ABSENT: Vice President Robert E Wirkner; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** President Jeffrey L Ohler.


Motion carried on unanimous vote.

 9:06 AM


**IN THE MATTER OF  
PROSECUTOR OPINION  
CONTRACT – WATER POLLUTION CONTROL LOAN FUND (WPCLF) #4A**

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

Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**


 9:06 AM

Commissioner Wirkner re-entered the meeting.

**IN THE MATTER OF  
RUMA AGREEMENT – DONALD WELL CONNECT  
CARDINAL GAS SERVICES, LLC.**

**Motion:** to approve an agreement by and between the Board of Commissioners and Cardinal Gas Services, LLC. to commence use of 0.4 miles of TR 119 (Derry Road SW) for the purpose of ingress to and egress from the Donald Well Connect, for traffic necessary for the purpose of construction and completion operations at the Donald Well Connect, **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  
REQUEST FOR FUNDS  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PY15**

**Motion:** to approve a request for funds in the amount of \$29,400.00 from the Ohio Development Services Agency, Office of Community Development, for the CDBG PY15 Grant #B-F-15-1AJ-1, **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.

 9:08 AM

**IN THE MATTER OF  
REQUEST FOR FUNDS  
COMMUNITY HOUSING IMPACT & PRESERVATION GRANT (CHIP FY15)**

**Motion:** to approve a request for funds in the amount of \$2,675.00 from the Ohio Development Services Agency, Office of Community Development, for the CHIP FY15 Grant #B-C-15-1AJ-1, **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.

 9:09 AM

**IN THE MATTER OF  
REQUEST FOR FUNDS  
COMMUNITY HOUSING IMPACT & PRESERVATION GRANT (CHIP FY15)**

**Motion:** to approve a request for funds in the amount of \$2,130.00 from the Ohio Development Services Agency, Office of Community Development, for the CHIP FY15 Grant #B-C-15-1AJ-1, **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.

 9:10 AM


**IN THE MATTER OF  
REQUEST FOR FUNDS  
WATER POLLUTION CONTROL LOAN FUND/HSTS PROGRAM**

**Motion:** to approve a request for funds in the amount of \$1,950.45 from the Environmental Protection Agency of the State of Ohio, for the Water Pollution Control Loan Fund for septic system designs for two septic systems in project #6C, **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.

 9:10 AM

**IN THE MATTER OF  
GRANT - WATER POLLUTION CONTROL LOAN FUND**

 9:11 AM

Commissioner Ohler advised that the Water Pollution Control Loan Fund / Household Sewage Treatment System (WPCLF/HSTS) grant will provide enough funds to complete 19 septic system replacement projects and most of a 20<sup>th</sup> project. The average system has been costing \$15,750.00. Commissioner Ohler advised the 20<sup>th</sup> project is already in the works but will be short on WPCLF/HSTS funding by about \$8,500. Commissioner Ohler explained that Janice Leggett, Clerk Supervisor, reached out to the Ohio EPA and they anticipate funding the county with the 2018 grant; therefore, the Ohio EPA has given us two options for completing this last project. Option 1 would be to fund the overage amount from the County General Fund and get reimbursed from the 2018 grant and option 2 would be to hold off on the project until the 2018 grant period which should begin in February. Commissioner Ohler advised that Ms. Leggett is going to speak with the last applicant to tell them they will be put on the list to be completed with the 2018 grant. Ms. Leggett advised she has not spoken to the applicant yet and further advised that it was her understanding after speaking with Commissioner Ohler that she should provide the information to Commissioners Wirkner and Mickley before discussing in session. She explained she had discussed with Commissioner Wirkner, but Commissioner Mickley was a meeting yesterday. Commissioner Ohler expressed he is not in favor of using General Fund dollars on the project when it can be completed next year with grant monies. Commissioner Wirkner reconfirmed that the County would be reimbursed out of next year's grant funds. Ms. Leggett advised the County would be reimbursed with the 2018 WPCLF/HSTS grant funding. Commissioner Wirkner asked if preparatory work and monetary investment had already been completed for this applicant. Ms. Leggett advised the design work has been completed and she believes test holes were also done on this property. Commissioner Wirkner stated we can get reimbursed, there is already an investment made into this project and obviously this homeowner is in need of a replacement septic or they wouldn't have applied for

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the grant. Commissioner Ohler advised that we can take the money out of unencumbered funds and we can be reimbursed but the issue is that money will not be eligible for use in next year's budget until anticipated revenue is met which could take until October or November. Commissioner Ohler stated that money might be needed towards the 2018 budget before it is available. Commissioner Mickley asked if the preparatory work that was already completed would need to be redone if the project waited for the 2018 grant. Ms. Leggett advised the Ohio EPA assured her that it would not need to be recompleted. Commissioner Mickley questioned how certain Ms. Leggett is that the County will receive the 2018 grant. Ms. Leggett advised she has an email from the Ohio EPA stating that Carroll County will be funded in full for 2018 and she believes that when the Carroll County General Health District applied for the grant it was in the amount of 200,000. Commissioner Mickley stated if having the \$8,000 tied up until we meet anticipated revenue is a problem then the County has bigger issues.


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**Motion:** to provide an additional \$8,000 for the last WPCLF project with the expectation the County will be reimbursed by the 2018 WPCLF/HSTS grant, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner, and Commissioner Lewis A Mickley; NEY: President Jeffrey L Ohler; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E Wirkner.

Motion carried on majority vote.


 9:16 AM

**IN THE MATTER OF  
PERSONNEL POLICY - OVERTIME**

 9:16 AM

Commissioner Ohler advised that the Board's overtime policy that is in place will only affect the departments that come under the Board's responsibility.

**IN THE MATTER OF  
COMPENSATORY TIME HOURS  
DOG POUND**

 9:17 AM

Commissioner Ohler asked Commissioner Mickley for an update on the Dog Pound and the compensatory time accumulated. Commissioner Mickley advised he met with Warden Josh Long and Auditor Lynn Fairclough yesterday and one of the issues discussed was the Dog Pound's compensatory time hours. Ms. Fairclough proposed the idea of converting Warden Long and Assistant Warden Cason Leggett to salaried employees because one of the biggest issues is they accumulate a large amount of compensatory time but don't have the opportunity to use it so there is a potential to have a large amount of money owed to the employee if they decided to leave the position. Commissioner Mickley advised compensatory time is supposed to be used within a year of when it was accumulated. Commissioner Ohler advised that Mr. Leggett cannot be placed on a salaried position because he doesn't supervise anybody and the Board would have to check to see if Mr. Long meets all of the rules to be eligible for a salaried position. Commissioner Mickley advised he has several prosecutor opinions to review in regard to salaried positions but he hasn't had a chance to review them yet. Commissioner Wirkner advised when he oversaw the operations of the Dog Pound they had a part-time employee through the summer which helped with license checks and allowed them to use their accumulated compensatory time. Commissioner Mickley stated that according to the organizational chart there is a vacant position for a Pound Keeper/License Inspector but there is nothing in the budget that would allow for that hire. Commissioner Ohler asked how the compensatory time is accumulated. Commissioner Mickley advised when the Wardens are called out and come in on the weekend to feed the dogs and clean the pens it usually accumulates to 3 hours of compensatory time. Commissioner Wirkner advised his opinion would be that it would pay to have a part-time employee and would prevent burnout from the other two employees always needing to be on call. Commissioner Ohler asked how much compensatory time has been accumulated at this time. Commissioner Mickley answered that Mr. Long has approximately 200 hours and Mr. Leggett is just short of 100 hours. Commissioner Wirkner advised we need to look at this because we are working them into the ground and not giving them an opportunity to use their accumulated time. The Board also needs to ensure they are accumulating their overtime calculations according to our policy and whether a part-time employee needs to be hired. Commissioner Mickley will research the issues discussed today.

**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:** Ollie Scott, \$266.59; Beck Electric, \$1,642.65; Zashin & Rich, \$407.00; Apollo Corp, \$1,068.00; Superfleet MasterCard, \$1,411.65; and Superfleet MasterCard, \$2,572.79.

**DJFS:** Bair Foundation, \$4,519.20; Northeast Ohio Adoption Services, \$2,385.00; Redemption, Inc., \$5,550.00; and Key Bank, \$414.22.

**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.

 9:32 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** Commissioner Lewis A Mickley, **Seconded by** Vice President Robert E Wirkner.


Motion carried on unanimous vote.

 9:35 AM

**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.

 9:37 AM

Carroll County Commissioners

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

/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

We hereby certify the foregoing to be true and correct.

/s/ Janice E. Leggett  
Janice E. Leggett, Clerk Supervisor