



**Present:** President Jeffrey L Ohler and Commissioner Lewis A Mickley **Absent:** Vice President Robert E Wirkner.

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:01 AM

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


**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**

 9:02 AM


Janice E. Leggett, Clerk Supervisor, 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 Thursday, October 26, 2017 and electronic recording of the proceedings, **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.

 9:02 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:02 AM


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

**IN THE MATTER OF  
EXPENSES**

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

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Kate Offenberger, Director	DJFS	PCSAO Trustees	Columbus, OH	11/1/17	\$20.00
Kate Offenberger, Director	DJFS	Area 16 Operator's Mtg	Martin's Ferry, OH	11/8/17	\$0.00
Kate Offenberger, Director	DJFS	OJFSDA Executive	Columbus, OH	11/9/17	\$20.00
Kate Offenberger, Director Melissa Herrington, Budget Officer Bambi Merrick, Fiscal Officer	DJFS	Canton Directors Fiscal Officers	Holmes County, OH	11/7/17	\$0.00
Kate Offenberger, Director	DJFS	C-8 Directors	Hancock County, OH	11/28/17	\$0.00

**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.


 9:02 AM

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


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

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
Economic Dev.	Contracts-Services	0545-S065-S05.000	Travel	0545-S065-S06.050	\$500.00

**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.


 9:02 AM

**IN THE MATTER OF  
REPORT OF COUNTY DOG WARDEN**

 9:03 AM

Josh Long, Dog Warden, filed his report for the week of October 22, 2017 through October 28, 2017 showing 6 dogs impounded, 3 adopted out, 2 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF  
COURTHOUSE CLOSED**


 9:03 AM

Commissioner Ohler advised the Courthouse will be closed at noon on Tuesday, November 7, 2017 in observance of Election Day and all day on Friday, November 10, 2017 in observance of Veteran's Day.

**IN THE MATTER OF  
CSEA RETAINING WALL//DRIVE IMPROVEMENT PROJECT  
CHANGE ORDER -KREIDLER CONSTRUCTION COMPANY**


**Motion:** to approve a change order for Kreidler Construction Company for the CSEA Retaining Wall/Drive Improvement Project to increase the contract time by 30 calendar days with the date of completion of all work being December 18, 2017; the price will remain the same at \$68,300.00, **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.


 9:04 AM

**IN THE MATTER OF  
ESTABLISHMENT OF FUNDS**

**Motion:** to establish a new fund titled Y100-CORSA Claim Fund and no approval is necessary from the State Auditor, **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  
SOIL & WATER  
2018 BUDGET**

 9:08 AM

Kim Vance, Soil & Water District Administrator, appeared before the Board to discuss the 2018 budget. She explained the budget increased by \$998.00 from June which is for employee raises. Commissioner Ohler advised the Board is awaiting figures from the Auditor but he believes budget requests are about 8% higher this year. He is optimistic requests will be met but it's too early to tell. Commissioner Ohler discussed ad valorem tax and sales tax receipts. Nancy Schaar, Free Press Standard, asked what the total budget for Soil & Water, will be. Ms. Vance answered \$121,258 from County, which includes the \$998. Ms. Schaar asked for clarification on the employee raises. Ms. Vance advised the raises are \$.50/hr. for two people.


**IN THE MATTER OF  
PUBLIC DEFENDER  
2018 BUDGET**


 9:17 AM

Stephen Kandel, Public Defender, appeared before the Board to discuss the 2018 budget. His total request is \$167,600.


**IN THE MATTER OF  
EXECUTIVE SESSION**

**Motion:** to enter into executive session per Ohio Revised Code 121.22(G)(5) for matters required to be kept confidential by federal law or regulations or state statutes, per the request of Stephen Kandel, Public Defender, **Action:** Upon the call of the roll, 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.

 9:20 AM

-----  
The Board reconvened with no action taken at  9:26 AM.

**IN THE MATTER OF  
EMPLOYEE BENEFITS**


 9:28 AM

Lynn Fairclough, Auditor, and Brittany Tangler, Deputy Auditor, appeared before the Board to discuss open enrollment for Northwest Group Services (NWGS). Commissioner Mickley advised there were dates in December emailed to the Auditor and NWGS is to contact departments directly. Ms. Tangler replied she has the dates of December 8, 11, 12 and 13, but departments are calling to inquire since employees are required to meet with NWGS in person this year. Ms. Tangler advised Brian Thompson, Guardian/VSP, will be in the County on November 15, 2017 for anyone wanting to make changes or to sign up for dental or vision insurance; the location will be the Courthouse either in the Commissioners' meeting room or Law Library. Ms. Tangler will put a memo in mailboxes and the Commissioners' Clerk will send an email with the information.

**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 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.

 9:35 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:** Business Card \$302.33; Waste Management \$1,286.17; Ed Clark LLC \$300.00; Verizon \$237.81; Staples \$779.97; Government Forms & Supplies \$1,596.81; Onsite Design Solutions \$1,950.00; Ohio CP Judges Association \$295.00.

**DJFS:** None.

**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.


 9:36 AM

**IN THE MATTER OF  
DOG POUND  
2018 BUDGET**

 9:47 AM

Joshua Long, Dog Warden, Stacy Taylor, Deputy Auditor, and Lynn Fairclough, Auditor, appeared before the Board to discuss the 2018 budget. Commissioner Ohler advised the budget request was \$152,250 in May 2017. Mr. Long advised there were changes which include permanent improvements, the need for a new truck, and salaries. Mr. Long discussed the need for a part-time employee to assist the wardens and remedy some of the compensatory time (“comp time”) hours being accumulated. Commissioner Ohler asked what anticipated revenue for 2018 is expected to be. Ms. Taylor anticipates a total budget of \$190,000, which includes approximately \$46,000 as carryover. Commissioner Ohler asked if the accumulated comp time could be paid from the carryover. Ms. Fairclough and Ms. Taylor explained that comp time is not factored into the budget. Mr. Long advised Assistant Warden Cason Leggett has 66 hours of comp time and Mr. Long has 178.25. Ms. Fairclough recommended the comp time be remedied now and start fresh; she also recommended Warden Long be put on salary to avoid any future budget liability of comp time. Mr. Long would like to see a part-time person work the weekends to clean which totals approximately 3-4 hours plus some time during the week. The budget would be \$9,000-\$10,000 a year. Commissioner Ohler asked about permanent improvements. Mr. Long advised the building is in need of repairs to water lines and the concrete work around the building. Commissioner Mickley explained by raising the license fees the next couple of years, there would be funding for capital improvements. Ms. Fairclough asked about a new truck, and Mr. Long answered \$25,000 was budgeted. Ms. Taylor advised anticipated revenue is expected to increase by about \$15,000. Ms. Fairclough expects that to increase again in 2019 due to kennel licenses. Mr. Long advised there are 216 kennels listed in this County, but he believes not all are true breeders. To be eligible for a kennel license, the breeder has to be registered with the Department of Taxation and has to have a vendor license. Beginning in 2019, the rules for a kennel license will be enforced. Commissioner Ohler suggested leasing a vehicle versus purchasing. Mr. Long provided a revised budget. Commissioner Ohler asked if the part-time employee was included in the revised budget. Ms. Taylor advised yes. Mr. Long explained a part-time employee will not eliminate comp time because the wardens still get called out in the evenings and weekends. Mr. Long has some concerns with an employee only working 7 months of the year because the employee likely will not return each year. He would like to see someone work weekends to clean and also work some hours during the week all year long. Commissioner Ohler asked the Auditor’s Office to run some numbers on a lease versus purchase, and whether a part-time employee could be hired now.

**IN THE MATTER OF  
OPIOIDS**


 10:25 AM

Attorney Jason Rappaport, lawyer at Yuspeh Rappaport Law LLC, had an appointment scheduled for 10:15 a.m. but did not appear.

**IN THE MATTER OF  
ADJOURN**

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

 10:25 AM

/s/Janice E. Leggett  
Janice E. Leggett, Clerk Supervisor  
(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  
Absent  
Robert E Wirkner  
/s/ Lewis A Mickley  
Lewis A Mickley  
/s/ Jeffrey L Ohler PRESIDENT  
Jeffrey L Ohler