



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

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:02 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 Thursday, January 11, 2018 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:03 AM

Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Commissioner Ohler was not 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 Burns, Program Administrator Kate Offenberger, Director	JFS	Meeting with Portage County JFS	Ravenna, OH	1/18/18	\$0.00
Jennifer Burns, Program Administrator Kate Offenberger, Director Cheri Miller, Supervisor	JFS	PCSAO Regional Meeting	Fairfield County, OH	1/19/18	\$0.00
Kate Offenberger, Director	JFS	C-8 Directors Meeting	Hancock County, OH	1/23/18	\$0.00
Jennifer Burns, Program Administrator Kate Offenberger, Director	JFS	Regional Children Trust Fund Meeting	Cambridge, OH	1/26/18	\$0.00
John S. Campbell, Judge	Probate/Juvenile Court	Domestic Relations & Juvenile Spring Seminar	Columbus, OH	3/22/18	\$220.00
Cynthia A. Black, VSO	Veterans	Ohio Association of County Veteran Service Officers 2018 Dues	NA	NA	\$50.00
Cynthia A. Black, VSO	Veterans	National Association of County Veteran Service Officers 2018 Dues	NA	NA	\$30.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Winter Qty	Columbus, OH	3/1/18-3/2/18	\$450.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Conference Fee	NA	NA	\$40.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Spring School	Columbus, OH	5/8/18-5/11/18	\$900.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Conference Fee	NA	NA	\$100.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Summer Qty	Columbus, OH	7/19/18-7/20/18	\$450.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Conference Fee	NA	NA	\$40.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Fall School	Columbus, OH	9/11/18-9/14/18	\$900.00
Cynthia A. Black, VSO	Veterans	Ohio State Association of Co. Veteran Service Officers – Conference Fee	NA	NA	\$125.00
Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Spring Conference Training	Dublin, OH	4/6/18-4/8/18	\$1,000.00
Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Spring Conference Training Conference Fee	N/A	N/A	\$50.00

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Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Summer Conference Training	Dublin, OH	7/27/18-7/29/18	\$1,200.00
Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Summer Conference Training Conference Fee	N/A	N/A	\$50.00
Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Fall Conference Training	Dublin, OH	11/16/18-11/18/18	\$1,200.00
Lawrence DeDent, VSC Thomas McMillan, VSC Thomas Barnett, VSC Thomas Indorf, VSC Larry Tasker, VSC	Veterans	OSACVSC Fall Conference Training Conference Fee	N/A	N/A	\$50.00

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


 9:03 AM

**IN THE MATTER OF  
JEFFREY L. OHLER**

 9:06 AM


Commissioner Ohler entered the meeting.

**IN THE MATTER OF  
SANDY CREEK MOBILE HOME ESTATES  
EMA**

 9:06 AM

Commissioner Wirkner advised that one of the reasons the Board has not pursued the tax liens on the Sandy Creek Mobile Home Estates because we recognize the hardship that would place on the tenants. Commissioner Ohler advised the back taxes are approximately \$140,000 and the past due sewer bill for the property is approximately \$120,000. Commissioner Ohler advised that there has been conversations on several occasions between the County Treasurer and the County Prosecuting attorney about filing a for a foreclosure but the hardship of those residents have kept a foreclosure from moving forward.


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

 9:08 AM

Josh Long, Dog Warden, filed his report for the week of January 7, 2018 through January 13, 2018 showing 1 dog impounded, 2 adopted out, 1 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF  
APPOINTMENT – ROBERT E. WIRKNER, STEVEN BARNETT, LYNN FAIRCLOUGH, JEFF YEAGER  
FISCAL REPORT REVIEW COMMITTEE (AUDIT COMMITTEE)**


**Motion:** to appoint Board President Robert E. Wirkner, Prosecutor Steven Barnett, Auditor Lynn Fairclough, and Treasurer Jeff Yeager to the Fiscal Report Review Committee for a term of one year retroactive to January 1, 2018 through December 31, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler. Motion carried on unanimous vote.

 9:10 AM

**IN THE MATTER OF  
WATER POLLUTION CONTROL LOAN FUND AGREEMENT  
RESOLUTION #2018-09**

**Motion:** to adopt Resolution 2018-09 Authorizing the Board President to apply for, accept, and enter into a Water Pollution Control Loan Fund Agreement on behalf of the Carroll County General Health District for the repair and replacement of home sewage treatment systems, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:11 AM

**RESOLUTION #2018-09**  
**AUTHORIZING BOARD PRESIDENT TO APPLY FOR, ACCEPT, AND ENTER INTO**  
**A WATER POLLUTION CONTROL LOAN FUND AGREEMENT**  
**ON BEHALF OF THE CARROLL COUNTY GENERAL HEALTH DISTRICT**  
**FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS**

WHEREAS, the Board of Commissioners of Carroll County and Carroll County General Health District seek to repair and/or replace failing home sewage treatment systems; and

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WHEREAS, the Board of Commissioners of Carroll County and Carroll County General Health District intends to apply to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems; and

WHEREAS, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement;

NOW THEREFORE BE IT RESOLVED by Board of Commissioners of Carroll County, Ohio:

SECTION 1: That the President of the Board of Commissioners of Carroll County be and hereby is authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the Board of Commissioners of Carroll County and Carroll County General Health District.

SECTION 2: That this resolution shall take effect and be in force from and after the earliest period allowed by law.

RESOLVED FURTHER that this Board of Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board which resulted in this formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including ORC 121.22.

Mr. \_\_\_\_\_ moved for the adoption of the preceding Resolution;  
Mr. \_\_\_\_\_ seconded the motion.

Upon call of the roll the vote was recorded as follows:

Mr. Ohler, \_\_\_\_\_; Mr. Mickley, \_\_\_\_\_; Mr. Wirkner, \_\_\_\_\_.

Motion carried on \_\_\_\_\_ vote. Resolution adopted this 18<sup>th</sup> day of January, 2018.

**BOARD OF COMMISSIONERS  
OF CARROLL COUNTY**

ATTEST:

\_\_\_\_\_  
Robert E. Wirkner, President

- Christopher R. Modranski, Assistant Clerk I
- Valerie S. Mossor, Assistant Clerk II
- Janice E. Leggett, Clerk Supervisor

\_\_\_\_\_  
Lewis A. Mickley, Vice President

\_\_\_\_\_  
Jeffrey L. Ohler, Commissioner

**IN THE MATTER OF  
COST ALLOCATION PLAN FY 2017**


Commissioner Wirkner advised three quotes were received for the FY 2017 and use in 2019 Cost Allocation Plan:

1. Maguire Associates of Virginia, Inc., \$4,300.00
2. De Novo Consulting Solutions, LLC, \$5,995.00
3. Schonhardt & Associates, shall not exceed \$7,800.00

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**Motion:** to accept the quote of Maguire Associates of Virginia in the amount of \$4,300.00 for the FY 2017 and use in 2019 Cost Allocation Plan, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.


Motion carried on unanimous vote.

 9:12 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**

**Motion:** to send the Chillicothe Telephone Company (Horizon) Fiber Service Agreement for the 911 Public Safety Answering Point (PSAP) to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:14 AM


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

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

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
Big Brothers Big Sisters of Northeast Ohio	10/1/17-9/30/18	\$29,961.77	Community-based and school-based mentoring	Service	New	11/30/17

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


Motion carried on unanimous vote.

 9:15 AM

**IN THE MATTER OF  
RIGHT OF ENTRY**

**Motion:** to approve a right of entry by the County Engineer to enter the property of Jay Garrett, 981 and 986 Emerald Road in Union Township, for channel cleaning from the bridge to the lake, known as Emerald lake, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:16 AM


**IN THE MATTER OF  
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)  
AMERICAN ELECTRIC POWER**

**Motion:** to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:

1. American Electric Power for utility replacement in Harrison Township, Section 22, Arrow Road (CR 15) for the Asset Improvement – Pole Replacement Project;
2. American Electric Power for utility replacement in Harrison Township, Section 22, Arrow Road (CR 15) for the Asset Improvement – Pole Replacement Project & Anchor.

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


Motion carried on unanimous vote.

 9:17 AM

**IN THE MATTER OF  
CONTRACT - MASTERMIND SYSTEMS, INC.  
SPEED ZONE WARRANT STUDY**

**Motion:** to approve a contract by and between the County Engineer of Carroll County and MasterMind Systems, Inc. for a Speed Zone Warrant Study in the amount of \$6,000.00, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.


Motion carried on unanimous vote.

 9:18 AM


**IN THE MATTER OF  
REQUEST FOR DISBURSEMENT  
OHIO PUBLIC WORKS COMMISSION**

**Motion:** to approve a disbursement request form and certification for the Ohio Public Works Commission for 2015 Bridge No. Fox-C12-0078 Replacement and CR12 Resurfacing, CN125 project in the amount of \$33,666.63, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:20 AM

**IN THE MATTER OF  
WITNESS FEES**


 9:21 AM

Commissioner Wirkner advised the Board received a letter from Municipal Court Judge Gary Willen about the reimbursement fees for witnesses. Commissioner Wirkner advised currently witnesses are reimbursed at \$0.10 per mile and paid \$6.00 for half a day and \$12.00 for a full day. Commissioner Ohler advised we are in line with what other counties in Ohio are paying. Commissioner Mickley advised it is unclear to him if Judge Willen indicated he wants the fees increased and to what amount. Judge Willen is scheduled to come to the next regular meeting on Monday, January 22, 2018. Commissioner Mickley suggested the Board wait to talk with Judge Willen prior to deciding.


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**Motion:** to table the Witness Fees discussion until Monday, January 22, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.

 9:27 AM

**IN THE MATTER OF  
PROSECUTOR OPINION  
AUDITOR'S OFFICE**


 9:28 AM

Lynn Fairclough, Auditor appeared before the Board to present a contract with Involta. The contract is for Involta to perform an assessment of the environment and determine replacement equipment for the budgetary/payroll department. Ms. Fairclough advised they have outdated hardware that cannot sustain their current software system due to the increased volume and antiquated systems. Ms. Fairclough advised the hardware equipment has not been updated since 2007. Ms. Fairclough advised that Involta is familiar with the current software company and knows what kind of hardware is compatible. Commissioner Wirkner advised he needs to have a consultation between Involta and our information technology (IT) consultant to ensure the integrity and security of our platforms. Ms. Fairclough advised Involta has already expressed they want to interview all departments' IT consultants as part of their analysis. Ms. Fairclough advised once she receives approval from the prosecutor she will request approval from the Board to move forward with the project.


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**Motion:** to send the Involta contract to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.

 9:35 AM

**IN THE MATTER OF  
UPDATE  
ECONOMIC DEVELOPMENT**


 9:35 AM


Tait Carter, Economic Development Director, appeared before the Board to provide a monthly update. Ms. Carter advised she has been doing a lot of research on the downstream with oil and gas industry prior to her trip to Houston, Texas. Ms. Carter reviewed some new information that was released stemming from the Northeast U.S. Petrochemical Construction Conference from June 2017 which she attended. Ms. Carter advised she has spoken to the listing agent for the DLH building and that will be listed to the Jobs Ohio website. Ms. Carter expects to hear anytime on the results for the GOA grant for the multi-county advanced manufacturing corridor project. Ms. Carter explained she has had multiple conversations with land owners about advertising their properties. Ms. Carter asked that if anyone has developable land and would like it marketed to contact the Economic Development Office. Ms. Carter advised she will know this week if Jobs Ohio has a grant for the water and sewer project at SR 9 and SR 171.

**IN THE MATTER OF  
EXECUTIVE SESSION**


**Motion:** to enter into Executive Session per ORC 121.22(G)(8)(1) to consider confidential information related to specific business strategy for information directly related to a request for economic development that involves improvements or extension of public infrastructure directly related to an economic development project, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.

 9:42 AM


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The Board reconvened with no action taken at  9:47 AM.

**IN THE MATTER OF  
UPDATE  
ECONOMIC DEVELOPMENT**

 9:47 AM


Commissioner Ohler advised he met with Ed Looman, Project Manager, Appalachian Partnership for Economic Growth and he is aware that the County will be receiving letters of recommendation from Ohio Senator Frank Hoagland and Ohio Representative Andy Thompson for the Jobs Ohio grant. Commissioners discussed the requirements of the Jobs Ohio grant.

**IN THE MATTER OF  
ANNUAL REPORT  
DOG POUND**

 9:51 AM

Josh Long, Dog Warden appeared before the Board to provide the 2017 annual intake report. Mr. Long advised that the dog pound took in 384 dogs, 228 were adopted out (59.38%), 154 were redeemed by owners (40.10%), and only 2 dogs were euthanized (0.52%). Commissioner Wirkner asked Mr. Long to provide him with comparison intake numbers for the last 3 years. Mr. Long advised one dog was euthanized for being highly aggressive and turned on its owner and the other dog was struck by a semi-truck and had multiple broken bones.

**IN THE MATTER OF  
MOBILE PHONE UPGRADE  
DOG POUND**

 9:54 AM

Josh Long, Dog Warden appeared before the Board to request upgrading the Dog Warden and Assistant Dog Warden's mobile phone to smart phones. Mr. Long advised that to do the job efficiently they have been using personal phones to look up information via the internet and requested that the work phones be upgraded so they can do away with using their personal phones. Commissioner

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Wirkner asked if the policy will be updated to regulate the new upgrade. Mr. Long advised he will work with Commissioner Mickley on a revised policy.


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**Motion:** to approve purchasing two smartphones at a cost not to exceed \$1,000 and to make necessary service upgrades, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.

 9:57 AM

**IN THE MATTER OF  
OWNER SURRENDER POLICY  
DOG POUND**


 9:57 AM

Josh Long, Dog Warden, appeared before the Board to discuss implementing an owner surrender policy. Mr. Long advised the public is under the assumption that if they have a dog that is licensed in Carroll County they can surrender that dog to the Dog Pound. Mr. Long advised he can only take in a surrendered dog if room is available. Mr. Long advised he does have a wait list for surrenders. Mr. Long advised people want to surrender dogs that are older and approaching the end of their life. Mr. Long stated that pet owners are surrendering their dogs so they don't have to incur the costs associated with owning an older dog such as vet visits or euthanasia. Mr. Long advised he does not want the dog pound to be a dumping ground for dogs to be euthanized. Commissioner Wirkner advised there is one downside with this policy and that is instead of them bringing the dog to the pound they will just dump them out on the street. Mr. Long advised he has researched with other counties and most accept surrenders based on adoptability. Commissioner Ohler advised he would look at that pet owner not as being compassionate but as trying to save a buck because if that pet owner doesn't have the heart to euthanize their dog they aren't going to have the heart to dump them on the side of the road. Mr. Long explained neighboring dog pounds charge a fee to accept surrendered dogs. Commissioner Wirkner advised he is not opposed to a reasonable fee if it isn't so high that it encourages an owner just to dump the dog on the road. Commissioner Ohler asked what the average cost is for euthanasia. Mr. Long advised it depends on the size of the dog, but costs are between \$100-\$200. Mr. Long advised that Stark County charges \$50.00 and Tuscarawas County charges between \$50.00 -\$150.00 depending on the dog's adoptability. Commissioner Ohler advised he feels that \$50.00 seems reasonable to him. Commissioner Wirkner feels \$50.00 is too high and suggests a \$25.00 fee.


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**Motion:** to impose a \$25.00 fee to surrender a dog to the Carroll County Dog Pound effective March 1, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.


 10:12 AM

**IN THE MATTER OF  
MICRO-CHIPPING POLICY  
DOG POUND**

 10:13 AM

Josh Long, Dog Warden, appeared before the Board to discuss the opportunity to micro-chip dogs that come into the facility. Mr. Long advised that every dog adopted out receives a 5-way booster shot and a current dog license. He explained it costs \$20.00 to adopt a dog and that covers the cost of the booster shot and license but that doesn't include the \$2.00 license fee increase that went into effect this year. Mr. Long reported the booster shot costs \$8.00 and the new license fee is \$14.00. Mr. Long advised there are a lot of man hours spent with each dog trying to locate owners. Mr. Long would like to micro-chip every dog that is adopted out of the Carroll County facility just as most other dog pounds and dog rescues are doing. Mr. Long explained the process for inserting the micro-chip into a dog and explained it will be something done inhouse. Mr. Long explained the micro-chip when scanned will reveal owner information and data about the dog which takes a lot of man hours out of the job. Mr. Long advised the scanners cost \$375 each and one would be needed for each truck and the micro-chips cost \$9.99 a piece for the first shipment and if you order a minimum of 100 micro-chips they include two scanners at no additional cost. Mr. Long advised the micro-chips have a long shelf life, and after the first shipment of micro-chips the cost increases to \$11.99 each.

**IN THE MATTER OF  
ADOPTION RATES  
DOG POUND**


 10:20 AM

Josh Long, Dog Warden, appeared before the Board to discuss increasing the adoption rate to cover the costs of the booster shot, license and micro-chip. Commissioner Mickley advised the cost to the County is \$32.00 but that does not account for any food or man hours associated with keeping a dog. Commissioner Wirkner advised he does not want to raise the costs too high for fear of making a dog unadoptable.


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**Motion:** to approve an increased adoption rate of \$32.00 per dog to reflect the increase in Dog Tag Fees and the inclusion of micro-chipping effective March 1, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 10:26 AM

**IN THE MATTER OF  
OWNER REDEMPTION CHIPPING RATE  
DOG POUND**


 10:26 AM

Josh Long, Dog Warden, appeared before the Board to inquire if the Dog Pound could offer micro-chipping to owners redeeming their dogs strictly on a voluntary basis. Commissioner Wirkner advised this goes right along with what we are trying to accomplish in easing the burden of the dog owner in locating the dog's owner in the future.


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**Motion:** to approve a fee of \$25.00 per dog for voluntarily micro-chipping of redeemed dogs effective March 1, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.

 10:31 AM

**IN THE MATTER OF  
PART-TIME POUND KEEPER  
DOG POUND**


 10:31 AM


Josh Long, Dog Warden, appeared before the Board to ask for the addition of a part-time pound keeper. Commissioner Ohler asked if that was built into the budget. Commissioner Mickley advised it was. Commissioner Wirkner asked how many hours and the wage being proposed. Mr. Long advised he would like someone for 20 hours a week but is unsure of a wage rate. Mr. Long was asked to consult with the Auditor's budgetary department to determine what kind of wage could be supported by the budget.

**IN THE MATTER OF  
TEMPORARY RECESS**


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

Motion carried on unanimous vote.

 10:33 AM

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Board members reconvened at  10:46 AM.

**IN THE MATTER OF  
PART-TIME POUND KEEPER  
DOG POUND**


 10:46 AM

Commissioner Mickley asked Mr. Long how many hours are needed for the pound keeper. Mr. Long expressed that 20 hours a week is necessary, and the budget will support \$8.50 per hour.

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**Motion:** to approve advertising and accepting applications for a part-time Pound Keeper to work an average of 20 hours per week and a rate of \$8.50 per hour; applications and resumes are due February 22, 2018 by 3:00 PM, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.


Motion carried on unanimous vote.

 10:51 AM


**IN THE MATTER OF  
ASSISTANT WARDEN PAY INCREASE  
DOG POUND**

**Motion:** to approve a pay rate increase for Cason Leggett, Assistant Dog Warden, to \$13.39 per hour reflecting a \$1.00 increase for completion of a 6-month probationary period and a 3% raise effective beginning January 20, 2018, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on unanimous vote.


 10:59 AM

**IN THE MATTER OF  
EMPLOYEE WAGES  
DOG POUND**

 11:00 AM

Josh Long, Dog Warden appeared before the Board to express his concern about the raise not being retroactive because he assumed that this pay increase would have taken place before the end of the year since Mr. Leggett's 6-month probation period expired December 19, 2017. Commissioner Wirkner advised that Commissioner Mickley is the representative for the Dog Pound so when it comes before the Board you and Commissioner Mickley needed to hash all of the details out prior to coming to the Board including the Dog Pound's budget.

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


 11:01 AM

Commissioner Ohler advised once the part-time employee is hired then he would like to see the accumulated comp-time taken care of. Mr. Long advised the part-time employee will be coming in on weekends to conduct the cleaning and feeding which will eliminate a lot of comp-time accumulations. Commissioner Wirkner advised a tool is being given in the form of a part-time employee to take care of the comp-time issue and if this doesn't work then we will need to revisit the issue again which could include transitioning the dog warden to a salaried position. Commissioner Wirkner advised that since Mr. Long has been named Dog Warden the Board does not receive the complaints like before.

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

Motion carried on unanimous vote.

 11:12 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:** Truck Sales & Service, \$1,342.28; Treasurer, State of Ohio, \$250.00; Treasurer, State of Ohio, \$546.00; LEADS Online, \$2,128.00; RM Auto, \$100.00; Guess Motors, \$585.30; AEP, \$226.00; PARTEC, \$995.00; Gordon Food Service, \$2,421.87; Nickels, \$185.20; Stephen Campbell & Assoc, \$2,200.00; Ace Hardware, \$4,959.44; Kimble, \$100.75; CSEAO, \$125.00; Standing Stone, \$679.49; Magic Garage Door, \$950.00; Document Solutions, \$134.00; Northern Mobile Electric, \$348.66; CINTAS, \$838.39; Ollie Scott, \$146.24; Belenky, \$435.04; Dairymens, \$208.33; Anthem Blue Cross, \$147.00; Berg & Birong, \$130.50; Loveless Exterminating, \$125.00; McFadden Insurance, \$175.00; ODVN, \$100.00; Graphics, \$285.30; Kofile, \$1,358.00; and Action Now Pest Control, \$1,800.00.


**DJFS:** Carroll County Transit, \$134.75; Ted & Tammy Von Wyl, \$1,589.20; Ohio Guidestone, \$448.20; Carroll County Transit, \$576.80; Henry Heating, \$346.13; PCSAO, \$150.00; and Pitney Bowes, \$135.00.

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

Motion carried on unanimous vote.

 11:12 AM

**IN THE MATTER OF  
WEATHER CLOSING NOTICE  
TRANSIT**


 11:12 AM

Commissioner Mickley advised he spoke with Sonja Leggett, Transit Director, about closing during inclement weather. Mr. Mickley advised the current policy leaves it up to the discretion of the Transit Director and she wants something a little less subjective on her part. Commissioner Wirkner advised he is not sure it can be less subjective and suggested Ms. Leggett should contact the Sheriff's Office dispatcher to determine the conditions of the roadways; then she will need to make a determination based on the information she receives from the Sheriff's Office.

**IN THE MATTER OF  
ADJOURN**

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

Motion carried on unanimous vote.

 11:18 AM

**PREPARED BY:**

/s/ Christopher R. Modranski  
Christopher R. Modranski, Assistant Clerk I

**We hereby certify the foregoing to be true and correct.**

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

/s/ Robert E. Wirkner  
Robert E. Wirkner, President

**BOARD OF COMMISSIONERS OF CARROLL COUNTY**

/s/ Robert E. Wirkner

Robert E. Wirkner, President

/s/ Lewis A. Mickley

Lewis A. Mickley, Vice President

/s/ Jeffrey L. Ohler

Jeffrey L. Ohler, Commissioner