



Present: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler
Also present to observe: Nancy Schaar, Free Press Standard reporter; & Lynn Fairclough, Auditor

**IN THE MATTER OF
 PLEDGE OF ALLEGIANCE**

 9:01 AM

Commissioner Wirkner asked that everyone join in the reciting of 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 Monday, May 14, 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**

 9:02 AM

Commissioner Wirkner 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)
Lewis A. Mickley, Commissioner	Commissioners	Cyber Security Training	Akron, OH	Retroactive to 05/03/18	\$55.00
Lewis A. Mickley, Commissioner	Commissioners	Appalachian SOTR Conference	Athens, OH	05/22/18	\$80.00
Lewis A. Mickley, Commissioner	Commissioners	HARCATUS Board	New Philadelphia, OH	05/23/18	\$30.00
Tait Carter, Director	Economic Development	OMEGA	Steubenville, OH	Retroactive to 05/15/18	\$38.00
Tait Carter, Director	Economic Development	Appalachian SOTR Conference	Athens, OH	05/22/18	\$75.00
Tait Carter, Director	Economic Development	Falcon Pipeline Hearing	Cadiz, OH	05/23/18	\$30.00
Lynn McClelland, ERS II Sherri Lewis, ERS Supervisor	JFS	BV Quarterly Training	Akron, OH	06/28/18	\$75.00

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.

 9:05 AM


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

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
County General	Toxicology – Contract Services	0165-A002-F05.000	\$218.72
CCBDD General Op.	Trans. Repairs	0400-S010-S51.040	\$30,000.00

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.

 9:07 AM


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

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


FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
County General	Supplies – Morgue	0165-A002-F14.030	PERS	0165-A002-F10.070	\$176.00
County General	Supplies – Morgue	0165-A002-F14.030	M/M	0165-A002-F12.090	\$19.00
County General	Supplies – Morgue	0165-A002-F14.030	W/C	0165-A002-F11.080	\$32.00

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.


 9:07 AM

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

 9:08 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed the April 2018 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
CITIZEN ADVISORY
OHIO EPA**

 9:08 AM


Commissioner Wirkner advised the Board received a Citizen Advisory from the Ohio Environmental Protection Agency (EPA) advising a public information session and hearing has been scheduled for Wednesday, May 23, 2018 at Harrison Central Junior/Senior High School in Cadiz at 6:00 p.m. to accept comments about water quality impacts related to constructing an ethane supply pipeline in Jefferson, Carroll and Harrison Counties. A copy of the advisory is on file in the Commissioners’ Office.

**IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
MUMAW, MICHAEL & CHRISTINA**

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


- 1. Mumaw, Michael & Christina to install a driveway in Rose Township, Clay Road (CR 69), Parcel #30-0000097.010.

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
DISPOSAL OF PERSONAL PROPERTY
RESOLUTION NO. 2018-19**

Motion: to adopt Resolution No. 2018-19 for disposal of unneeded, obsolete or unfit personal property of Carroll County, Ohio,
Action: Upon the call of the roll, 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 #2018-19
RESOLUTION FOR DISPOSAL OF UNNEEDED, OBSOLETE OR UNFIT
PERSONAL PROPERTY OF CARROLL COUNTY, OHIO**

WHEREAS, the Board of Carroll County Commissioners of Carroll County, Ohio has personal property, to wit:

- 1. Four computer monitors; and
- 2. One chair.

WHEREAS, the Board of Commissioners finds that the personal property identified heretofore is not needed for public use and the fair market value of the property is two thousand five hundred dollars or less.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of Carroll County, Ohio, that the items identified heretofore be sold by private sale or otherwise disposed of pursuant to Ohio Revised Code Section 307.12(B) in such manner as deemed most productive and resulting in minimal expenses as determined by the Board’s designated agent which shall be the Carroll Golden Age Retreat.

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. Mickley moved for the adoption of the preceding Resolution;
Mr. Ohler seconded the motion.

Upon call of the roll the vote was recorded as follows:
Mr. Ohler, YES; Mr. Mickley, YES; Mr. Wirkner, YES.

Motion carried on unanimous vote. Resolution adopted this 17th day of May, 2018.

BOARD OF COMMISSIONERS
OF CARROLL COUNTY

ATTEST:


Robert E. Wirkner, President

[X] Christopher R. Modranski, Assistant Clerk I
[] Janice E. Leggett, Clerk Supervisor

Lewis A. Mickley, Vice President


Jeffrey L. Ohler, Commissioner

**IN THE MATTER OF
NEW VEHICLE
EMERGENCY MANAGEMENT AGENCY**


 9:12 AM

Tom Cottis, Emergency Management Agency (EMA) Director, appeared before the Board to request approval to purchase a 2018 Ford Edge SEL from Guess Ford, Inc. Mr. Cottis advised the new vehicle will replace the truck that he is currently driving and will eventually be transferred to the HAZMAT team upon Board approval. Mr. Cottis advised the vehicle is listed below state bid pricing and under the competitive bidding threshold. It was discussed if leasing the vehicle might be a better option; however EMA will be purchasing the vehicle using grant funding which will not allow leasing.

Motion: to authorize EMA to purchase a 2018 Ford Edge SEL in the amount of \$28,460.00 from Guess Ford, Inc., **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.


 9:18 AM

**IN THE MATTER OF
REIMBURSEMENT
EMERGENCY MANAGEMENT AGENCY**

 9:22 AM


Commissioner Wirkner advised EMA has been called out a lot already this year and asked if the agency is being reimbursed for their time. Mr. Cottis advised that when the responsible party for the call-out is known and at fault, they are sent invoices for everything that can be reimbursed including supplies and vehicle use. Mr. Cottis explained the reimbursement comes to EMA and the HAZMAT team gets reimbursed for their supplies and the rest goes into a specific line item that eventually ends up in the General Fund.

**IN THE MATTER OF
COMMISSIONERS' OFFICE
JOB DESCRIPTIONS**


 9:28 AM

Janice Leggett, Commissioners' Clerk Supervisor, appeared before the Board to present the new job descriptions for the clerks in the Commissioners' office. She explained her job description as Clerk Supervisor was revised to remove references to countywide human resources per the discussions at the Leadership meeting. The Assistant Clerk I description did not change much, nor did the Assistant Clerk II description. She asked the Board to approve the descriptions as written.

Motion: to approve the job descriptions of Clerk Supervisor, Assistant Clerk I, and Assistant Clerk II, **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.


 9:29 AM

**IN THE MATTER OF
COMMISSIONERS' OFFICE
NEW HIRE**

 9:29 AM


Janice Leggett, Commissioners' Clerk Supervisor, appeared before the Board to discuss the Board's request to hire a part-time Assistant Clerk. Ms. Leggett recommends a schedule of Monday and Thursday from 8:00 a.m. to 4:00 p.m. and a third day either Tuesday or Wednesday for a total of 21-23 hours per week depending on the length of the Assistant Clerk's lunch break. The starting salary for the previous Assistant Clerk was \$12.00 per hour. Commissioner Wirkner asked if the Board could start tracking reports that are due annually for the departments that fall under the Board's oversight. Commissioner Wirkner advised the Board was nearly fined for missing a report and thinks it would be helpful to have a list of all annual reports and when they are due. Ms. Leggett advised that she has begun to investigate a software program for tracking projects and reminders for the Commissioners' Office. Commissioner Mickley feels a third clerk is needed so there someone available and the office doesn't have to close due to scheduling conflicts. Commissioner Wirkner said he felt a third clerk is needed and would allow for redundancy training.

Motion: to advertise for a part-time Assistant Clerk II for approximately 21-23 hours per week at an hourly rate of \$12.00, **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.

 9:41 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 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.

 9:45 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: Alloway, \$288.00; AAA, 103.00; Zink’s Power Vac, \$375.00; ServerSIM, \$799.00; & Furey’s, \$1,231.76.

DJFS: Gatehouse Media, \$1,069.85; & Schloss Media, \$250.00.

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.

 9:46 AM


**IN THE MATTER OF
2019 BUDGET**


 9:46 AM

Commissioner Ohler advised the budget is completed other than Economic Development and that should be completed today. Commissioner Ohler explained some clarification was needed on the salary line for that department and we have that answer now so it should be submitted to the Auditor today. Commissioner Ohler asked the Board to look at the estimated budget today and it will be submitted tomorrow. Commissioners discussed the new ISONET staffing requirements for the Sheriff’s Office and that will need included in the Sheriff’s budget.

**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:** Upon the call of the roll, 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.

 9:53 AM

The Board reconvened with no action taken at  10:07 AM

**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** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler. Motion carried on unanimous vote.

 10:08 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