



**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; Linda Dowdell, Deputy Auditor; Natalie Witts, Deputy Auditor

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:00 AM


Commissioner Wirkner asked that everyone join in the reciting of the Pledge of Allegiance.

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

 9:00 AM

Commissioner Ohler left the meeting.

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**


 9:00 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, November 29, 2018 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and 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.

 9:01 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:02 AM

Commissioner Ohler returned to the meeting. Commissioner Wirkner questioned if everyone on the Board would be in attendance the rest of 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)
Kate Offenberger, Director Jennifer Burns, Program Admin.	JFS	Home Net Meeting	New Philadelphia, OH	12/3/18	None
Jennifer Burns, Program Admin.	JFS	WDB COG meeting	Cadiz, OH	Retroactive to 11/30/18	\$50.00
Mark Brannon, Sign Dept. Mgr.	Engineer	Traffic Signs & Pavement Markings	New Philadelphia, OH	3/14/19	\$60.00

**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.

 9:04 AM


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

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


FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
D & K	Equipment	0300-B000-B04.040	Utilities	0300-B000-B13.000	\$270.00
D & K	Equipment	0300-B000-B04.040	Salary Dog Warden	0300-B000-B02.020	\$825.00
D & K	Equipment	0300-B000-B04.040	PERS	0300-B000-B08.070	\$515.00
D & K	Equipment	0300-B000-B04.040	M/M	0300-B000-B10.090	\$50.00
D & K	Equipment	0300-B000-B04.040	Supplies	0300-B000-B03.030	\$600.00
M&G	Materials-Road	0355-K000-K12.000	Other Expenses	0355-K000-K24.000	\$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** Vice President Lewis A Mickley, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:04 AM

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


 9:05 AM

Josh Long, Dog Warden, filed his report for the week of November 25, 2018 to December 1, 2018 showing 6 dogs impounded, 2 adopted out, 2 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF  
DOG LICENSE – 2019 BONDS  
REMOVAL OF AGENT**

**Motion:** to remove Dellroy Hardware as an agent to issue 2019 dog licenses, **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.

 9:09 AM

**IN THE MATTER OF  
DOG LICENSE – 2019 BONDS  
AUTHORIZING REPLACEMENT AGENT**


**Motion:** to authorize the County Auditor to a secure a bond for Tinlin’s Gas Station/Atwood Deli to replace Dellroy Hardware, said bond in the sum of \$1,000.00 for one year, **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.

 9:09 AM

**IN THE MATTER OF  
2018 RESURFACING PROJECT H-1-2018  
CHANGE ORDER – NORTHSTAR ASPHALT**

**Motion:** to approve a change order for Northstar Asphalt for the 2018 Resurfacing Project H-1-2018 to increase the contract amount by \$29,032.90, which adjusts the price to \$535,370.80, due to additional asphalt being necessary to re-establish pavement profile, **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

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


Commissioner Wirkner advised the contract is retroactive because Job & Family Services does not know if there are funds available until the end of the fiscal year.

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

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
ADAMHS Board	10/1/17-9/30/18	Varies, dependent on use	Reimbursement of daily placement costs paid to a residential treatment facility for children in shared funding	Service-MOA	New	11/28/2018

**Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Lewis A Mickley; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; 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  
2019 BUDGET – MAINTENANCE  
SALARY LINES**

 9:12 AM


Ed Eick, Maintenance Supervisor, appeared before the Board to discuss the 2019 budget. Commissioner Wirkner asked if a part-time custodian had been hired yet. Commissioner Ohler advised he reviewed the applications and will get together with Mr. Eick today. Mr. Eick asked to increase the starting hourly salary for the new employee to \$10.00. He also asked for an increase for Rosemary Allen, a full-time employee with almost 28 years of service, to an hourly rate of \$13.78 to be in line with state averages. Mr. Eick included a 3% raise in his own salary but he is willing to sacrifice it for Ms. Allen if the budget will not allow all the increases. Commissioner Wirkner advised a raise should be based on merit not a statewide average. Mr. Eick agreed saying Ms. Allen is an excellent employee.

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**Motion:** to hire a part-time custodian at \$9.50 per hour with a 90-day evaluation to increase to \$10.00 per hour, **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.

 9:20 AM

**IN THE MATTER OF  
2019 BUDGET – MAINTENANCE  
PROJECTS**


 9:20 AM

Commissioner Wirkner asked if the architects for the bell tower had provided the options for phases. Mr. Eick said he had not heard anything but he will follow up. Mr. Eick received a quote of \$1,500.00 plus or minus 20% to move the pole in the 2<sup>nd</sup> Street parking lot. Mr. Eick reviewed the remaining projects on his list, including the Health Department steps and paving of the parking lot at Job & Family Services. He also advised the Commissioners need to consider replacement of the Courthouse fire system and jail showers. Nancy Schaar, Free Press Standard reporter, advised the Health Department parking lot has large holes. Commissioner Ohler said he would contact the Engineer’s office to see about getting some gravel or limestone.

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**Motion:** approve the quote to move the pole in the 2<sup>nd</sup> Street parking lot, **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.

 9:22 AM

**IN THE MATTER OF  
BID OPENING**

**2018 WATER POLLUTION CONTROL LOAN FUND – PROJECT C**


 9:32 AM

Commissioner Wirkner advised the time has arrived to open bids for the 2018 Water Pollution Control Loan Fund Project C, and the following were received:


COMPANY	LOCATION	NITZ	SHUMAN	HENDERSHOTT
Jon Stewart Excavating	Cadiz, OH	\$12,500.00	No bid	\$12,500.00
Matt Winters Excavating	Atwater, OH	\$16,500.00	\$16,000.00	\$17,000.00
Dayton Excavating	Salineville, OH	\$16,000.00	\$16,000.00	\$16,000.00

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**Motion:** to table bids for further review until Thursday, December 6, 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.

 9:35 AM

**IN THE MATTER OF  
REQUEST FOR LAND USE INFORMATION  
DOMINION ENERGY TRANSMISSION, INC**


 9:37 AM

The Board received a request from Dominion Energy Transmission, Inc. for land use information to assist with their West Loop Project. The project involves the construction of both a new facility as well as modifications to existing natural gas transmission facility located in Beaver and Lawrence Counties in Pennsylvania, and in Carroll County. Commissioner Wirkner advised his understanding is the only thing in Carroll County’s area is an upgrade to a compressor station.

**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.

 9:40 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:** Medi-Wise Pharmacy \$2,340.33; Waste Management \$1,171.31; OAMCCC \$395.00; CAAO \$2,200.00; PNC \$806.00; ID Networks \$699.00


**DJFS:** None.

**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.

 9:40 AM


**IN THE MATTER OF  
PROSECUTOR OPINION  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT (MWCD) AGREEMENT**

 9:41 AM

**Motion:** to send the Donation Agreement with Muskingum Watershed Conservancy District to the Prosecutor 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.

 9:42 AM


**IN THE MATTER OF  
ROUTE 9/171 WATER & SEWER PROJECT**

 9:42 AM

Commissioner Ohler advised the Village of Carrollton held bid openings last week, and the low bid was approximately \$1.6 million from DiPietro. The total project is expected to be less than the original estimate of \$1.92 million.

**IN THE MATTER OF**


**911**

 9:45 AM

Commissioner Wirkner advised the project is now at the equipment installation phase. All circuits have been established so it's just a matter of getting the equipment installed and going through the certification process.

**IN THE MATTER OF**

**2019 BUDGET - COMMON PLEAS COURT**

 9:47 AM


Michael Repella, Common Pleas Judge-Elect, appeared before the Board to discuss the 2019 budget. Mr. Repella advised it is guesswork the first year, but he compared the 2017 actual expenses with the 2018 appropriations to arrive at his figures. He decreased the Salary-Employees line by \$30,000 in the Common Pleas budget. He knows he will have two staff and possibly a bailiff. Mr. Repella is considering just using the Probation office for bailiff duties. It's still up in the air. What increased was the foreign judge expense. Mr. Repella explained any pending criminal case and any civil cases for which he was involved cannot be heard by him as Judge. This is due to Mr. Repella's involvement in the cases through the Prosecutor's office or through his private practice. Mr. Repella reduced the supplies, increased equipment slightly, increased juror fees, reduced transcripts, and reduced travel. The Jury Commission was not changed. Mr. Repella explained the Adult Probation salaries line increased to give some cushion to hire another probation officer or probation officer/bailiff to handle drug court. He expects to get grants for the drug court but even if he does not, he will still follow the submitted budget. So the grand total for the Common Pleas budget is \$493,131 which is about \$6,000 less than Judge Olivito's 2018 appropriations. Commissioner Ohler suggested Mr. Repella contact the Board after the first quarter to let them know all is OK or if there were any unexpected expenses. Mr. Repella has spoken with Municipal Court Judge Willen about working together on probation and improving the line of communication between the two courts.

**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.

 9:58 AM

**PREPARED BY:**

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

**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