



Present: President Robert E Wirkner and Commissioner Jeffrey L Ohler. **Absent:** Vice President Lewis A Mickley.
Also present to observe: Nancy Schaar, Free Press Standard; Jennifer Odey, Observer; JJ Boroski, Community Mental Health; Betty Mills, Carroll County Daffodil Society; Laura Alexander, Carroll County Daffodil Society; Jen Minor, Carroll County Park District; Kimberly Vance, Soil & Water Conservation District; Katelyn Valdinger, Soil & Water Conservation District; and Joseph Mayle, Soil & Water Conservation District.

**IN THE MATTER OF
 PLEDGE OF ALLEGIANCE**

 9:07 AM

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

**IN THE MATTER OF
 RECORDINGS OF PROCEEDINGS**


 9:08 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, March 21, 2019 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:08 AM

**IN THE MATTER OF
 BOARD MEETING ATTENDANCE**

 9:09 AM


Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Commissioner Mickley was 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)
Sonja G. Leggett, Director Vicky Peoples, IT/Administrative Supervisor	Transit	OMEGA Annual Membership Meeting	West Lafayette, OH	3/26/2019	\$105.00
Christopher R. Modranski, Director	Economic Development	RTIP Meeting	Minerva, OH	3/29/2019	\$17.17

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


 9:09 AM

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

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
CT Based BHVRL Health Liaison	Employee Salaries	0130-T139-T01.020	\$45,000.00
CT Based BHVRL Health Liaison	Supplies	0130-T139-T02.030	\$3,000.00
CT Based BHVRL Health Liaison	Printing/Copying	0130-T139-T03.000	\$500.00
CT Based BHVRL Health Liaison	Phone/Utilities	0130-T139-T04.000	\$600.00
CT Based BHVRL Health Liaison	Maint/Repair	0130-T139-T05.000	\$480.00
CT Based BHVRL Health Liaison	Travel	0130-T139-T06.050	\$20,000.00
CT Based BHVRL Health Liaison	Conf/Training/Registration	0130-T139-T07.051	\$1,000.00
CT Based BHVRL Health Liaison	Equip/Comp	0130-T139-T08.040	\$2,000.00
CT Based BHVRL Health Liaison	Furniture	0130-T139-T09.000	\$1,500.00
CT Based BHVRL Health Liaison	PERS	0130-T139-T10.070	\$1,500.00
CT Based BHVRL Health Liaison	W/C	0130-T139-T11.080	\$1,125.00
CT Based BHVRL Health Liaison	M/M	0130-T139-T12.090	\$653.00
CT Based BHVRL Health Liaison	EE Medical Ins	0130-T139-T13.100	\$13,638.00


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

 9:10 AM

**IN THE MATTER OF
 ESTABLISHMENT OF FUNDS**

Motion: to establish a new fund titled T139 CT Based BHVRL Health Liaison and no approval is necessary from the State Auditor,


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

 9:11 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT – HAWKHAVEN, LLC
2018 WATER POLLUTION LOAN CONTROL FUND**

Motion: to approve a contract with Hawkhaven, LLC of Wooster, Ohio, in the amount of \$550.00 to perform soil evaluation services for the 2018 Water Pollution Control Loan Fund project at a residence located on Kensington Road, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:12 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT – WINDY OAK, LLC
2018 WATER POLLUTION LOAN CONTROL FUND**

Motion: to approve a contract with Windy Oak, LLC of Wellsville, Ohio, in the amount of \$200.00 to perform test hole services for the 2018 Water Pollution Control Loan Fund project at a residence located on Kensington Road, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:13 AM

**IN THE MATTER OF
PROSECUTOR OPINION
CONTRACTS WITH HAWKHAVEN, LLC AND WINDY OAK, LLC**

Motion: to send the 2018 Water Pollution Control Loan Fund agreements with Hawkhaven, LLC and Windy Oak, LLC to the Prosecutor for his approval, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:14 AM

**IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
RICK FISHER & SCOTT & RACHELLE RIDDLE.**

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

1. Rick Fisher, to install a driveway at 3335 Bronze Road (CR42) in Harrison Township;
2. Scott & RaChelle Riddle, to install a driveway on Clay Road in Rose Township.


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

 9:16 AM


**IN THE MATTER OF
SPECIAL HAULING PERMIT
M-M SAWMILL**

Motion: to approve a special hauling permit to M-M Sawmill for hauling over Apollo Road (CR 12) in East Township; a \$50,000.00 bond has been provided as required by Brian J. Wise, County Engineer, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:17 AM


**IN THE MATTER OF
PROCLAMATION
CHILD ABUSE PREVENTION MONTH**

 9:17 AM

Cheri Miller, JFS Social Services Supervisor I, appeared before the Board to request adoption of a proclamation to recognize April as Child Abuse Prevention Month throughout Carroll County. Commissioner Wirkner read the proclamation.


Motion: to adopt a proclamation recognizing April as Child Abuse Prevention Month throughout Carroll County, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:19 AM


Ms. Miller gave an update on Job and Family Services promotional efforts and events occurring this year for Child Abuse Prevention. She said there are several things happening during the month of April. JFS partners with the Children's Trust Fund. The theme again this year is "Hero" and coasters and placemats for area restaurants have been created as well as stickers for pizza boxes in the community to raise awareness. Ms. Miller stated that the annual "wear blue" day will take place on April 10, 2019. The annual walk will take place on April 27, 2019 at 10:00 AM and there will be food, drinks, cotton candy and a bounce house for the kids at the JFS until 12:00 PM. Ms. Miller advised they are trying to get the annual breakfast planned. A speaker is in place, but Ms. Miller is working on securing a venue. Ms. Miller advised that t-shirts will be given out to those who participate in the walk.

**IN THE MATTER OF
GOLDEN AGE RETREAT
SUPERINTENDENT POSITION**

 9:24 AM

Commissioner Wirkner asked to discuss the position of Superintendent for the Carroll Golden Age Retreat. Commissioner Wirkner advised the Board has reached a point to offer the position but need to determine the wage. Commissioner Ohler advised a six month probationary period should be used and an additional \$1,000 will be added to the annual salary once the probationary period is complete. Commissioner Ohler will reach out to the candidate to make the offer of employment and report back on Thursday for a final vote.


Motion: to offer the position of Carroll Golden Age Retreat Superintendent to applicant #7 at the current Superintendent's salary with a six month probationary period; at the end of the six months the applicant is eligible for an additional \$1,000 annually, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.

 9:27 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 and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:27 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: Mercy Medical Center, \$1,138.47; Ryan Shanower, \$2,530.13; Axis Forensic Toxicology, \$718.00; Independence Business Supply, \$131.97; Norlson, \$198.00; Ohio Regional Dev, \$250.00; Ohio Regional Dev, \$23,750.00; Go Shred, \$220.00; & Ohio BWC, \$1,245.00.

DJFS: None

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


 9:28 AM

**IN THE MATTER OF
REPAIRS/MAINTENANCE – COURTHOUSE
RADIO EQUIPMENT**

 9:28 AM

Commissioner Ohler needs clarification regarding the water damage to the active radio equipment that was housed in the Courthouse bell tower. Commissioner Ohler advised he received an email from the Carrollton Village Administrator asking if there was Emergency Management Agency money to cover the repair costs. Commissioner Ohler explained it will cost around \$1,000 to repair but believes that cost should be the responsibility of the County since it is in a County building. Commissioner Wirkner advised we might want to reconsider the location of the unit because of the work that is about to take place in the bell tower. Commissioner Wirkner said the radio is used to activate the emergency alarms within the Village.


**IN THE MATTER OF
PERSONNEL POLICY MANUAL
TOBACCO POLICY**

 9:32 AM


Caitlin Mathews, Community Health Educator, General Health District appeared before the Board to ask for an addendum be added to the employee's policy for tobacco use. Ms. Mathews noticed that in December the Board added the Ohio Revised Code addressing indoor tobacco use. Ms. Mathews was hoping to be able to provide resources to the policy for employees that do smoke and want to quit. Ms. Mathews advised the resources are what is provided by the County's health insurance carrier, CEBCO/Anthem. Ms. Mathews advised if the employee doesn't have county insurance there are also Ohio based resources listed for them. Commissioner Wirkner would like to table the request so the Board can review. Commissioner Ohler agreed and thought the Board could move on the matter by Thursday, March 28.

Motion: to table the tobacco policy amendment until Thursday, March 28, 2019, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:34 AM

**IN THE MATTER OF
HEALTH DEPARTMENT
TOBACCO 21**

 9:34 AM

Caitlin Mathews, Community Health Educator, General Health District appeared before the Board to provide an update on their initiative. Ms. Mathews advised she visited the Village of Malvern last week and will be visiting the Village of Carrollton tonight to discuss a tobacco policy in the municipality that helps prevent minors from having access to tobacco. Ms. Mathews explained there are several policies they are interested in enacting, including banning the legal purchase age until 21 and banning the sale of flavored tobacco products. Ms. Mathews advised enforcement would begin with an educational campaign with the tobacco retailers and their employees. Ms. Mathews said the number one reason to raise the legal purchase age to 21 would be to increase the years from minor children so 18-year-old's are not purchasing tobacco products for their younger peers. Ms. Mathews stated this is the direction the state is moving. Commissioner Ohler asked if this policy would need to be passed on a local level. Ms. Mathews stated this would be passed by each village and the Health District is targeting the villages of Malvern and Carrollton. Commissioner Ohler asked who would enforce the law. Ms. Mathews advised that currently law enforcement agencies enforce the law, but they are just asking for support in the initiative at this point and enforcement hasn't been decided yet.


**IN THE MATTER OF
HEALTH DEPARTMENT
EXPANDING SERVICES**

 9:38 AM


Kelly Engelhart, Director of Nursing, General Health District and JJ Boroski, Executive Director, Community Mental Health Care (CMH), Inc. of Tuscarawas County appeared before the Board to advised CMH is working on a grant proposal to expand services to bring primary care and dental services to Carroll County as an expansion of their facility. One of the requirements for the grant is to obtain letters of support from the community. Mr. Boroski advised CMH is celebrating their 50th year of being in business this year and historically they have offered comprehensive behavioral health and substance abuse services to the community. CMH is also the designated crisis services provider for Tuscarawas and Carroll County. Mr. Boroski advised the people they were treating had a host of untreated chronic medical issues that were complicating their life. CMH launched some very small-scale primary care services but knew more needed to be done so they obtained a Health Resources and Services Administration grant through the federal government and they oversee a Federally Qualified Health Center (FQHC). Mr. Boroski explained the an FQHC is in underserved areas and serve underserved populations. Mr. Boroski advised CMH received a grant in 2015 to start a FQHC in Tuscarawas County and in the three years the center has been opened has approximately 2,500 patients. Mr. Boroski explained the grant allows you to provide services on a sliding fee scale and the facility can accept Medicaid, Medicare and private insurance. Mr. Boroski advised that in 2018 CMH launched an onsite dental clinic and served just over 1,000 patients in Tuscarawas County. Mr. Boroski stated CMH is eligible for an expansion grant for a two-year period of \$650,000 for each year and \$150,000 for start-up costs. Mr. Boroski advised that as long as you are meeting the requirements CMH will be eligible for another three-year renewal period. Mr. Boroski stated to start they will be in the Health Department but if it grows like it did in Tuscarawas County they will need a stand-alone location. Mr. Boroski said they will hire between seven and eight full-time staff to operate a dental program and primary care services. Mr. Boroski advised these services aren't meant to replace the current services by other providers but rather augment the current services in the community. Commissioner Ohler asked if their will be a doctor on staff. Mr. Boroski advised it will most likely be a nurse practitioner or two on staff. Mr. Boroski advised the grant is due April 11 and award announcements are made on or before September 1; once you are notified of an award you have 120 days to be operational.

Motion: to provide a letter of support for the Federal Qualified Health Center application, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:51 AM

**IN THE MATTER OF
HEALTH DEPARTMENT
UPDATE**

 9:53 AM


Kelly Englehart, Director of Nursing, General Health District appeared before the Board to provide an update on the status of the Health Department. Ms. Englehart advised that the department has done a "360" since obtaining Wendy Gotschall as the Health Commissioner, Amy Campbell as the part-time office administrator and Ms. Englehart as the director of nursing. Together they are the core leadership for the agency and are working towards financial sustainability as well as providing access to care. Ms. Englehart advised they are trying to do as much as they can with their own generation of revenue internally as well as looking at innovative ways through partnerships with the private sector for funding the department. Ms. Englehart stated they are considering school-based clinics. Ms. Englehart said the department is still looking for an environmental health director and has received a few applicants, but they haven't had the rural experience needed for the County. Ms. Englehart explained that although the department is still looking to fill that vacancy, they have been able to keep a quick turnaround for our constituents and their inspections to date. Ms. Englehart advised the staff is excited about the new leadership in place and the direction they are headed. Caitlin Mathews, Community Health Educator, General Health District, advised the employees didn't know the budget previously and were not kept in the loop. Ms. Mathews advised she didn't even know the status of her own grant funds a year ago and feels so much more comfortable now. Commissioner Wirkner stated he was pleased to see the budget presented at the trustees meeting in the fashion it was; you could easily see where the money was and what the future forecast was without any ambiguity. Ms. Englehart advised the whole idea is to be simple and transparent.

**IN THE MATTER OF
AUDITOR'S OFFICE
PAYROLL SOFTWARE**

 9:59 AM


Brittany Tangler, Deputy Auditor, and Lynn Fairclough, Auditor, appeared before the Board to discuss the new payroll software. Ms. Tangler advised a Time Edit Report will need printed for Commissioner approval, and this report will take the place of the current Payroll Transmittal being signed now. Ms. Tangler advised each department under the Commissioners' oversight will still submit a printed report to the Commissioners for signature. Ms. Tangler stressed that the flow of everything is not changing. Ms. Tangler advised each department's report will still need to be approved individually; a single report cannot be printed and signed. Ms. Tangler explained the payroll software company is working on a way to input vacation/sick/comp time into the program electronically, but departments should continue documenting that time on the transmittal sheet. Commissioner Ohler asked if there will ever be a time when the entire payroll can be completed electronically. Ms. Fairclough advised that is the goal. Ms. Tangler reported she shadowed another county that implemented similar payroll software and it took them three years to get all the bugs worked out.

**IN THE MATTER OF
LANDFILL
HAY HARVEST**


 10:08 AM

Commissioner Ohler advised that the Environmental Protection Agency (EPA) has given permission for the hay on the landfill property to be harvested now. Commissioner Ohler advised he's had inquiries from farmers on how we are going to do that. Commissioner Ohler is not concerned about the revenue that will be made from the crop but rather the method of harvest being sustainable for the property. Commissioner Ohler stated when we bid a project money is the driving factor but, in this case, it is the method. Commissioner Ohler would like to have the Soil & Water Conservancy District weigh in on the decision.

Motion: to have the Carroll County Soil & Water Conservancy District help with accepting a bid to remove hay from the landfill property, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: Vice President Lewis A Mickley; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.


 10:11 AM

**IN THE MATTER OF
PROCLAMATION
DAFFODIL MONTH**

 10:11 AM


Dale Alexander, Carroll County Park District Executive Director, appeared before the Board to request a proclamation recognizing April as Daffodil Month in Carroll County. Mr. Alexander advised he has been approached by several individuals regarding an interest in expanding and promoting daffodils in the County as it is the County's flower. Mr. Alexander advised there have been several people who have worked on this initiative individually for awhile now. Betty Mills worked with Carroll County Soil & Water Conservancy District where she provided 3,000 daffodil bulbs to be distributed to County residents and planted around their mailboxes. Ms. Mills is hoping to get a grass roots effort to plant daffodils around the County because it will attract tourists to view the flowers and frequent local shops and restaurants. Mr. Alexander stated the Park District is now a member of the American Daffodil Society and has formed the Carroll County Daffodil Society to promote daffodils, provide education and be an organized group where everyone who has been working individually can now work together. Mr. Alexander advised the Park District will host the first annual daffodil exhibit on April 27, 2019 at the Blue Bird Farm Park. The group would like to see every township have an area with a daffodil display welcoming people to Carroll County. The group will work on installing a master display garden that meets the American Daffodil Society's stringent guidelines at the Blue Bird Farm Park. Commissioner Wirkner asked if there has already been a proclamation declared in the past. Ms. Mills advised she has researched past proclamations and one had not been found. Commissioner Wirkner read the proclamation.

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

 10:23 AM

**IN THE MATTER OF
ADJOURN**

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

 10:29 AM

PREPARED BY:

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

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
ABSENT
Lewis A. Mickley, Vice President
/s/ Jeffrey L. Ohler
Jeffrey L Ohler, Commissioner