



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

**IN THE MATTER OF
 PLEDGE OF ALLEGIANCE**

 9:03 AM

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

**IN THE MATTER OF
 RECORDINGS OF PROCEEDINGS**


 9:03 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, November 5, 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.

 9:04 AM

**IN THE MATTER OF
 BOARD MEETING ATTENDANCE**

 9:04 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)
Barb Walton, Director	CCH Env. Group	EPA Scrap Tire Forum	Columbus, OH	11/12/18-11/13/18	\$45.00
Barb Walton, Director	CCH Env. Group	Public Records Training	Medina, OH	11/19/18	\$45.00
Tom Konst, Weights & Measures Inspector	Auditor	ODA Weights & Measures Training	Reynoldsburg, OH	11/13/18-11/14/18	\$0.00
John S. Campbell, Judge	Probate/Juvenile Court	OAJCJ Annual Meeting	Columbus, OH	11/29/18-11/30/18	\$459.00

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
 TRANSFER OF FUNDS**

Motion: to approve the following transfer of fund(s):

FUND	CODE (FROM)	CODE (TO)	AMOUNT
County General	0280-A015-A16.200	0015-N020-800	\$31,000.00

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.

 9:08 AM


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

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
County General	Transfer Out	0280-A015-A16.200	\$31,000.00
General Permanent Improvement	Capital Projects	0015-N020-N01.000	\$31,000.00
Indigent Driver Alcohol	Equipment/treatment	0173-B027-B04.000	\$1.00

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.


 9:08 AM

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


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

FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
S007	Equipment	0505-S007-S04.040	Supplies-Local Caravan	0505-S007-S02.030	\$6,000.00
S007	Local Matching Grant Funds	0505-S007-S06.000	Contracts-Services	0505-S007-S05.000	\$1,300.00
County General	Contract Services	0180-A003-A06.000	Salaries Clerks/Judges	0180-A003-A02.021	\$3,500.00
A002	W.C.	0170-A002-G10.080	Salaries	0174-A002-G50.200	\$1,988.60
A002	W.C.	0170-A002-G10.080	M/M	0174-A002-G53.090	\$25.43

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
MONTHLY REPORT – OCTOBER
CHILD SUPPORT ENFORCEMENT AGENCY**

 9:10 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed the October 2018 report for the Carroll County Child Support Enforcement Agency. A copy is on file in the Commissioners' Office.

**IN THE MATTER OF
ANNUAL MEETING - COUNTY ENGINEER & TOWNSHIP TRUSTEES**

Motion: to approve the annual meeting per Ohio Revised Code 5543.06 with the County Engineer and township officials on December 6, 2018 at 6:30 p.m. at the Friendship Center with expenses estimated at \$1,200.00, **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.

 9:10 AM


**IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
FRONTIER COMMUNICATIONS**

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

1. Frontier Communications for utility repair in Monroe Township, Antigua Road (CR 11), Section 34.

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
COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP PY18)
GRANT AGREEMENT (#B-C-18-1AJ-1)**

Motion: to approve the grant agreement between the Ohio Development Services Agency and Carroll County Commissioners for Grant Number B-C-18-1AJ-1, the CDBG Community Housing Impact and Preservation Program (CHIP), in the amount of \$178,000.00 for the period of September 1, 2018 to December 31, 2020, **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
COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP PY18)
GRANT AGREEMENT (#B-C-18-1AJ-2)**

Motion: to approve the grant agreement between the Ohio Development Services Agency and Carroll County Commissioners for Grant Number B-C-18-1AJ-2, the HOME Community Housing Impact and Preservation Program (CHIP), in the amount of \$222,000.00 for the period of September 1, 2018 to December 31, 2020, **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.

 9:13 AM

**IN THE MATTER OF
PROSECUTOR OPINION**

 9:14 AM

Commissioner Wirkner advised that on Election Day there was a political tent erected on the Senior Citizens Friendship Center property which generated several complaints. Commissioner Wirkner advised he received a call from the Center's director,


CONTINUED ON NEXT PAGE

CONTINUED FROM PREVIOUS PAGE


Tonya Myers. Ms. Myers was seeking direction on the complaints she was receiving over the display. Commissioner Wirkner advised the Commissioners became involved because we own the property. Commissioner Wirkner asked for a letter to be sent to the Prosecutor for guidance on how to proceed in case the issue happens in the future. Commissioner Wirkner stated that three entities are stakeholders in the property: the Center's director, the Council on Aging and the Commissioners. Commissioner Wirkner explained the question to the Prosecutor will be who is responsible for a policy regarding that kind of activity. Commissioner Ohler questioned if the Board of Elections had any oversight. Commissioner Wirkner advised that the BOE gave permission for the display if it was not within 100 feet of the polling place. Commissioner Wirkner advised the issue is the display was on property not owned by the individuals with the display. Commissioner Wirkner also stated that the display was impeding the activities of the Center's food delivery and arriving clients.

Motion: to send a letter requesting the Prosecutor's opinion in regard to who has the authority to establish a policy for the use of grounds at the Carroll County Friendship Center, **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.


 9:17 AM

**IN THE MATTER OF
PAYROLL SYSTEM UPDATE
AUDITOR**

 9:17 AM

Brittany Tangler, Deputy Auditor, appeared before the Board to provide an update on the new payroll system. Ms. Tangler stated that the first training will be at the end of November. Ms. Tangler reported that the Commissioners' Office and Transit will be the initial departments to utilize the new software. Ms. Tangler advised she didn't want to bring everyone on board at the same time in case issues arise that need worked out in the beginning. Ms. Tangler hopes to have every department on board by the end of 2019. Commissioner Wirkner questioned how the payroll will be approved by the Board President. Ms. Tangler answered each department can continue to send a copy for signature purposes. Ms. Tangler advised that Auditor Lynn Fairclough is granting viewing privileges to the Commissioners, so they can log on and view the payroll electronically. Commissioner Wirkner advised the Board will need to have discussion on how to approve the payroll. Ms. Tangler advised she will receive training on the system at the end of November and will be able to answer the question regarding the approval process after then.


**IN THE MATTER OF
LETTER OF SUPPORT
TOBACCO PREVENTION AND YOUTH INITIATION**

 9:23 AM


Caitlin Mathews, Community Health Educator, General Health District, appeared before the Board to request a letter of support for the Tobacco Prevention and Youth Initiation. Ms. Mathews advised this year's goal is to target the area's five largest employers with the goal of reducing exposure to secondhand smoke by 10% for that population. Ms. Mathews advised the letter of support is not binding but states the Board will be willing to look at its current tobacco policy and consider revisions. Ms. Mathews stated the revisions would be completed by her. Ms. Mathews would be looking to include a policy that would offer help to an employee who wants to stop using tobacco and is covered through our current health insurance policy.

Motion: to approve a letter of support for the Tobacco Prevention and Youth Initiation as requested by Caitlin Mathews, Community Health Educator, **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.

 9:28 AM


**IN THE MATTER OF
EMPLOYEE BENEFITS
WELLNESS INCENTIVE**

 9:29 AM

Commissioner Mickley advised the Employee Benefits Committee (EBC) met yesterday to discuss the issues that have arisen with the wellness program and incentive. Commissioner Mickley proposed a program/incentive that would be consistent countywide and paid through the wellness grant. He explained a certain amount of funding would be used to purchase gifts to be raffled off to employees who have completed the screening or the 600-point program. He said one ticket would be given to those who have done the screening and two tickets for completing the 600 points. Commissioner Mickley advised everyone liked the idea and it will be paid for by the grant which means it won't cost the County anything. The incentive would be for employees only.

Motion: to adopt the recommendations of the Employee Benefits Committee for the wellness incentive, **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** President Robert E Wirkner.


Motion carried on unanimous vote.

 9:36 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.

 9:40 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: Akron Canton Foodbank, \$261.79; US Foods, \$2,001.99; Calderon Textiles, \$653.47; BIS Digital, \$5,556.25; OCDA, \$4,033.00; Carrollton Ace Hardware, \$6,417.78; Carson’s \$174.81; Treasurer, State of Ohio, \$798.00; & Carroll County Health Department, \$877.00. **DJFS:** Carrie Powell, \$850.64; NEOBH, \$529.99; & Carrollton Ace Hardware, \$4,050.05.

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.


 9:41 AM

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

 9:41 AM


Commissioner Ohler advised the Board received a utility agreement as well as the purchase agreement from the State for the sale of property to the Ohio Department of Transportation (ODOT) and legal counsel for the Community Improvement Corporation (CIC) is reviewing the agreements. Commissioner Ohler believes the agreements will be executed in December.

**IN THE MATTER OF
MEDIA**

 9:43 AM

Nancy Schaar, Free Press Standard, asked to whom Commissioner Wirkner was referring when talking about “administrator” and the tent at the Friendship Center. Commissioner Wirkner advised he was referring to Director Tonya Myers. Commissioner Wirkner advised she had indicated that at some point she had talked to the previous director, Sue Henderson and she had never had anything like this happen and was not able to provide any historical guidance.

**IN THE MATTER OF
MEDIA**


 9:47 AM

Carol McIntire, Carroll County Messenger, asked about the wellness program. Ms. McIntire stated that in previous years employees could receive a cash payout for completing the program and asked where that money came from. Commissioner Mickley advised the payout came from CEBCO and they are discontinuing that option for the next wellness year. Ms. McIntire asked if the Board believed the wellness program to be successful. Commissioner Wirkner said the net effect of the program helped bring costs down overall.

**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.

 9:49 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