



Present: President Robert E Wirkner, Vice President Lewis A Mickley, and Commissioner Jeffrey L Ohler
Also present to observe: Carol McIntire, The Messenger; & Brittany Tangler, Deputy 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 Thursday, November 8, 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.

 9:03 AM

**IN THE MATTER OF
BOARD MEETING ATTENDANCE**

 9:03 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
Kate Offenberger, Director Jennifer Burns, Program Manager	JFS	START Planning Meeting	New Philadelphia, OH	Retroactive to 11/13/18	\$0.00
Jennifer Burns, Program Administrator Sherri Lewis, Supervisor Kate Offenberger, Director	JFS	WDB Area 16	Cadiz, OH	11/16/18	\$50.00
Cheri Miller, Social Services Supervisor	JFS	Traverse Business Process	Columbus, OH	Retroactive to 11/13/18 11/19/18 11/26/18 12/3/18 & 12/10/18	\$0.00
Janice E. Leggett, Clerk Supervisor	Commissioners	Public Records & Roberts Rules of Order Training	Elyria, OH	11/16/18	\$80.00
Christopher R. Modranski, Assistant Clerk I	Commissioners	RTIP Meeting	Minerva, OH	11/16/18	\$15.00
Robert E. Wirkner, Commissioner	Commissioners	RTIP Meeting	Minerva, OH	11/16/18	\$15.00
Robert E. Wirkner, Commissioner	Commissioners	CCAO Winter Conference	Columbus, OH	12/9/18-12/11/18	\$800.00
Lewis A. Mickley, Commissioner	Commissioners	HARCATUS Committee	New Philadelphia, OH	11/15/18	\$30.00
Lewis A. Mickley, Commissioner	Commissioners	MCJAS Meeting	Canton, OH	11/27/18	\$30.00
Lewis A. Mickley, Commissioner	Commissioners	HARCATUS Meeting	New Philadelphia, OH	11/28/18	\$30.00
Lewis A. Mickley, Commissioner	Commissioners	COG Meeting	Cadiz, OH	11/30/18	\$30.00
John S. Campbell, Judge	Probate/Juvenile	Ohio Association of Probate Judges – Membership	N/A	N/A	\$350.00

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(S)**

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
County General	Salaries	0180-A003-A02.020	\$1,991.79

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.


 9:06 AM

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


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

FUND	NAME	CODE	TO	NAME	CODE	AMOUNT
A003	Contract Services	0180-A003-A06.000		Salaries Employees	0180-A003-A02.020	\$17,162.71

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
COURTHOUSE CLOSED**

 9:08 AM

Commissioner Wirkner advised the Courthouse will be closed on Thursday, November 22, 2018 and Friday, November 23, 2018 in observance of Thanksgiving.


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

 9:08 AM

Josh Long, Dog Warden, filed his report for the week of November 4, 2018 to November 10, 2018 showing 5 dogs impounded, 1 adopted out, 3 redeemed, 0 euthanized, 0 citation(s) for no license, and 2 citation(s) for running at large.


**IN THE MATTER OF
CONSENT TO ASSIGNMENT
OIL AND GAS LEASE**

Motion: to approve a consent to assignment of an oil and gas lease dated June 18, 2015 by and between Carroll County Board of Commissioners and Chesapeake Exploration, LLC recorded as Instrument #201500003452, Book 111, Page 4281 in Carroll County, Ohio; Chesapeake Lease Number 34-0003038-001 to EAP Ohio, LLC (Encino) of Houston, Texas, **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
CONSENT TO ASSIGNMENT
OIL AND GAS LEASE**

Motion: to approve a consent to assignment of an oil and gas lease dated June 26, 2014 by and between Carroll County Board of Commissioners and Chesapeake Exploration, LLC recorded as Instrument #201400004186, Book 104, Page 284 in Carroll County, Ohio; Chesapeake Lease Number 34-0001642-000 to EAP Ohio, LLC (Encino) of Houston, Texas, **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
REQUEST FOR FUNDS
2018 WATER POLLUTION CONTROL LOAN FUND/HSTS PROGRAM**

Motion: to approve a request for funds in the amount of \$3,322.75 from the Environmental Protection Agency of the State of Ohio, for the 2018 Water Pollution Control Loan Fund for various costs, **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
RUMA AGREEMENT – FALCON ETHANE PIPELINE PROJECT
SHELL PIPELINE COMPANY LP**

Motion: to approve an agreement by and between the Board of Commissioners and Shell Pipeline Company LP to commence use of 0.9 miles of TR 394 (Queens Road) for the purpose of ingress to and egress from the Falcon Ethane Pipeline Project, for traffic necessary for the purpose of construction and completion operations at the Falcon Ethane Pipeline Project in Loudon Township, **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
RUMA AGREEMENT – FALCON ETHANE PIPELINE PROJECT
SHELL PIPELINE COMPANY LP**

Motion: to approve an agreement by and between the Board of Commissioners and Shell Pipeline Company LP to commence use of 0.98 miles of TR 392 (Quarry Road) for the purpose of ingress to and egress from the Falcon Ethane Pipeline Project, for traffic necessary for the purpose of construction and completion operations at the Falcon Ethane Pipeline Project in Loudon Township, **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
PROCLAMATION - NOVEMBER IS ADOPTION MONTH
JOB & FAMILY SERVICES**


 9:16 AM

Kate Offenberger, JFS Director, appeared before the Board to request adoption of a proclamation recognizing November as Adoption Month. Ms. Offenberger advised there are currently 5 children awaiting adoptive homes. Commissioner Wirkner read the proclamation.

Motion: to adopt the proclamation recognizing November as Adoption Month in Carroll County, Ohio, **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.


 9:19 AM

**IN THE MATTER OF
SOBRIETY, TREATMENT AND REDUCING TRAUMA (START) GRANT
JOB & FAMILY SERVICES**

 9:19 AM

Kate Offenberger, JFS Director, appeared before the Board to report that Carroll County has been funded for the Sobriety, Treatment and Reducing Trauma (START) program. Ms. Offenberger advised this is an intervention program that has been around since 2017. A total of 34 counties statewide are in the program. Ms. Offenberger explained that in addition each county will receive \$40,000 in State Opioid Response (SOR) funds. Ms. Offenberger advised she is still working with the Auditor's Office to get the budget finalized for the grant. Ms. Offenberger advised the grant will train all the staff to complete assessments on all our families to determine potential substance use disorder. If the family qualifies then they will have a social worker that is specific to working with these families and they will be partnered with a peer mentor. Ms. Offenberger advised her goal for the program is to begin in December.


**IN THE MATTER OF
NEW HIRES
JOB & FAMILY SERVICES**

 9:22 AM


Kate Offenberger, JFS Director, appeared before the Board to recommend hiring Casey Roy and Desiree Stoffer for the position of Social Worker II. Ms. Offenberger advised employment would be effective December 3, 2018 with an hourly rate of pay of \$18.13.

Motion: to hire Casey Roy and Desiree Stoffer as Social Worker II at a rate of pay of \$18.13 per hour beginning December 3, 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.


 9:23 AM

**IN THE MATTER OF
CHRISTMAS EVE**

 9:24 AM

Kate Offenberger, JFS Director, appeared before the Board to advise the JFS call center is closed on Christmas Eve and asked if the Commissioners have decided about closing for the day. Ms. Offenberger advised her office would like to close for the day and use vacation time. Commissioner Ohler advised the Board should leave that decision up to the department head.

Motion: to permit departments to close on Christmas Eve utilizing earned vacation time if they desire, **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.

 9:24 AM

Ms. Offenberger advised that JFS will be closed on December 24, 2018.


**IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
SPECTRUM/CHARTER COMMUNICATIONS; SHELL PIPELINE COMPANY LP; & DAVID MCKARNS.**

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


1. Spectrum/Charter Communications for utility installation in Harrison Township, Avalon (CR 20) and Arrow Road (CR 15);
2. Shell Pipeline Company LP to install a driveway on Quarry Road (TR 392) in Loudon Township for the Shell Falcon Ethane Pipeline, TAR1;
3. Shell Pipeline Company LP to perform a pipeline crossing using the open cut method on Quarry Road (TR 392), Section 28 in Loudon Township for the Shell Falcon Ethane Pipeline, HOP1;
4. Shell Pipeline Company LP to install a driveway on Quarry Road (TR 392) in Loudon Township for the Shell Falcon Ethane Pipeline, TAR2; &
5. David McKarns to install a driveway at 126 Arbor Road (CR 14) in Brown Township.

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.


 9:30 AM

**IN THE MATTER OF
MAGNET ROAD SLIP**


 9:31 AM

Commissioner Ohler advised he received a follow-up phone call from Augusta Township Trustee Calvin Mangum in reference to the township's request for funds to be used as a match for a Muskingum Watershed Conservancy District (MWCD) grant to repair a road slip. MWCD needs a commitment by the middle of January and the Commissioners cannot make any commitments until after we have a certification of funds which will happen during the first part of January. Commissioner Ohler advised Mr. Mangum is requesting the Board send a non-committal letter to MWCD that states the Board will not be able to decide on providing funds for the township project until January 10, 2019.

Motion: to send a letter to Muskingum Watershed Conservancy District as requested by Augusta Township, **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.


 9:33 AM

**IN THE MATTER OF
REQUEST FOR FUNDS
PARK DISTRICT**

 9:34 AM


Commissioner Ohler advised the Board received a letter from the Carroll County Park District that stated they are still working on their restroom project at the park and they are short on funds. Commissioner Ohler advised the park would like the Board to consider providing \$36,000 to complete the project. Commissioner Ohler said he advised the park that they couldn't consider a grant of this nature until after the certification of funds is received for 2019.

**IN THE MATTER OF
ZONING – JUNK MOTOR VEHICLES**

 9:35 AM


Commissioner Ohler advised he's had three residents call wanting the Board to do something about junk motor vehicles. Commissioner Ohler told them there is no zoning conditions in the county that would allow something to be done. Commissioner Ohler stated he reported to the residents that implementing zoning conditions would be a decision of each individual township. Commissioner Ohler said he would like the Board to send a letter to each township advising that the Board has received complaints and suggested that they contact their trustees about considering zoning regulations. Commissioner Wirkner feels each township knows they can consider zoning regulations and continued by saying there is the ability to have countywide zoning; however, he didn't feel the Board would be in favor of regulations. Commissioner Ohler asked if the Board has an appetite for countywide zoning. Commissioner Wirkner advised he doesn't and recalled that the last time this was entertained there was a meeting that filled the high school cafeteria of those in opposition. Commissioner Wirkner stated he doesn't feel the letter to trustees would be well received and continued by saying that when he receives those calls, he refers them back to their township trustees to attend a meeting for further discussion. Commissioner Mickley advised he's received similar complaints and refers them to their trustees and sends a summary letter to the township as a courtesy.

**IN THE MATTER OF
ADVERTISING FEES**

 9:52 AM

Commissioner Wirkner advised it appears the font is getting larger in legal advertisements and questioned if we specify the font size and is there an increased charge for that. Christopher R. Modranski, Commissioners' Assistant Clerk, advised the Commissioners only use box advertisements and thinks it must be another department. Brittany Tangler, Deputy Auditor, advised their legal advertisement was printed with larger font this year and Auditor Lynn Fairclough questioned Schloss Media about it. Commissioner Wirkner advised he will also contact Schloss Media to inquire.

**IN THE MATTER OF
JEFFREY L OHLER**


 9:54 AM

Commissioner Ohler exited the meeting.

**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 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.

 9:55 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: Fred Pryor Seminars, \$749.00; Horizon, \$16,831.32; Quill, \$332.70; S.S.E. \$394.44; AMCIO, \$150.00; ME, \$170.27; Kelly Strock, \$945.48; & Hunter Borland, \$1,178.88.

DJFS: Hilltop Learning Center, \$540.00; Ohio Guidestone, \$199.80; Michael Minor, \$1,431.17; Stephanie Saults, \$1,087.82; The House of Samuel, \$2,635.00; Chrysalis Counseling Center, \$1,675.00; Emily Ratchford, \$342.10; MSJ Enterprises, Inc., \$446.08; CINTAS, \$231.30.

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.


 9:55 AM

**IN THE MATTER OF
JEFFREY L OHLER**

 9:56 AM

Commissioner Ohler re-entered the meeting.


**IN THE MATTER OF
CARROLL COUNTY VOLUNTEER FIRE DEPARTMENT MERGER**

 9:56 AM


Commissioner Wirkner advised he was approached by Carrollton Village Fire Department Chief Shane Thomas and Carroll County Volunteer Fire Department Chief Jack Swinehart to keep us advised of ongoing negotiations between the two departments about merging. Commissioner Wirkner advised the Village of Carrollton has agreed to the consolidation of the County and Village Departments so when we discuss our budget, we will need to discuss the grant usually given to the County Department. Commissioner Wirkner stated the Village is going to take on all the County members and is requesting assistance with short-term funds that would normally have been given to County. Commissioner Ohler suggested the Board send a letter to the prosecutor for guidance on granting monies to the Village over a certain amount of time to aid in that transition. Commissioner Ohler stated there are a variety of reasons why this make sense for all parties involved. Commissioner Wirkner advised that our sustenance grant could no longer sustain a private fire company.

Motion: to request a prosecutor opinion requesting the feasibility of granting the Carrollton Village Fire Department a grant that would normally be given to Carroll County Volunteer Fire Department, **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.

 10:03 AM


**IN THE MATTER OF
HAZMAT – MOBILE COMMAND VEHICLE**

 10:04 AM


Commissioner Wirkner advised Emergency Management Agency will be transferring their pick-up truck to tow their HAZMAT trailer and will no longer need to use the mobile command vehicle in that capacity. Commissioner Wirkner advised previously we had discussed complete upgrades to the mobile command vehicle to be used as a mobile Public Safety Answering Point (PSAP) but the OARnet will not permit it for security reasons. Commissioner Wirkner advised when the grant for the vehicle was written the intent was for command vehicles to be within certain zones throughout the state. Commissioner Wirkner continued by saying that changes have been made of how the command units are to be used and the zone is bigger. Commissioner Wirkner advised the bigger zone means there is already another command vehicle available to us if we need one. Commissioner Wirkner would like to entertain discussions with the HAZMAT team, EMA director and Sheriff about selling the mobile command vehicle.

Motion: to form a committee comprised of the Board President, HAZMAT team representative, EMA Director and Sheriff to determine the need for the mobile command vehicle, **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.

 10:11 AM

**IN THE MATTER OF
2019 BUDGET**


 10:17 AM

Janice Leggett, Commissioners' Clerk Supervisor, appeared before the Board to request direction on her previous emails and meetings with each Commissioner individually concerning budget meetings. She asked the Board to confirm what departments need to schedule meetings. Commissioners discussed the budget and asked to meet with the Board of Elections, Common Pleas Court, Job and Family Services, Maintenance, Municipal Court, Sheriff's and Office Soil & Water Conservancy District. Commissioners will try to schedule the meetings in November.

**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.

 11:14 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