


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; Georgette Huff, Board of Elections Member

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:08 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

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 Monday, December 24, 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.


 9:09 AM

**IN THE MATTER OF
BOARD MEETING ATTENDANCE**

 9:09 AM

Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Everyone was present.


**IN THE MATTER OF
AGREEMENT/CONTRACT
TRANSIT & CARROLL COUNTY COUNCIL ON AGING**

 9:09 AM

Sonja Leggett, Transit Director, appeared before the Board to present several renewal contracts for approval.

Motion: to approve a contract with Carroll County Council on Aging of Carrollton, Ohio, in the amount of \$100.00 per day for transportation within Village of Carrollton limits for the term of January 1, 2019 to December 31, 2019, **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
AGREEMENT/CONTRACT
TRANSIT & CARROLL COUNTY COUNCIL ON AGING**

Motion: to approve a contract with Carroll County Council on Aging of Carrollton, Ohio, in the amount of \$1.75 per mile for the term of January 1, 2019 to December 31, 2019, **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
AGREEMENT/CONTRACT
TRANSIT & CARROLL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

Motion: to approve a contract between Carroll County Transit and the Carroll County Board of Development Disabilities with a charge of \$18.93 per person per trip for the term of January 1, 2019 to December 31, 2019, **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
AGREEMENT/CONTRACT
TRANSIT & OHIO GUIDESTONE**

Motion: to approve a contract between Carroll County Transit and OhioGuidestone with a charge of \$1.75 per mile for the length of the trip for the term of January 1, 2019 to December 31, 2019, **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.

 9:17 AM

**IN THE MATTER OF
TRANSIT**

 9:18 AM


Commissioner Ohler asked Sonja Leggett, Transit Director, if she had any concerns about her budget. Ms. Leggett answered no. Commissioner Wirkner asked how ridership is holding up. Ms. Leggett replied it is good. Commissioner Wirkner asked how the OMEGA plan for coordinated services is progressing. Ms. Leggett advised she has had no updates recently but she has a meeting coming up soon.

**IN THE MATTER OF
TRANSFER OF FUNDS**

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

<u>FUND</u>	<u>CODE (FROM)</u>	<u>CODE (TO)</u>	<u>AMOUNT</u>
County General	0280-A015-A16.200	0015-N020-800	\$230,000.00

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.


 9:24 AM

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

Motion: to approve the following appropriation(s):

<u>FUND</u>	<u>NAME</u>	<u>CODE</u>	<u>AMOUNT</u>
County General	M/M-Engineer	0370-A012-A11.090	\$.11
County General	M/M-Sheriff	0200-A006-A16.090	\$4.04
County General	M/M-Board of Elections	0180-A003-A11.090	\$4.34
Drug Law Enf.	Payroll	0200-S071-S01.020	\$1,395.00
Title Admin	PERS	0161-B025-B07.070	\$26.00
Title Admin	M/M	0161-B025-B09.090	\$1.29

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.


 9:24 AM

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

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

<u>FUND</u>	<u>FROM</u>		<u>TO</u>		<u>AMOUNT</u>
	<u>NAME</u>	<u>CODE</u>	<u>NAME</u>	<u>CODE</u>	
Law Library	W/C	0245-S045-S11.080	M/M	0245-S045-S12.090	\$0.49


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.

 9:25 AM


**IN THE MATTER OF
BID NOTICE**

CARROLL COUNTY GUARDRAIL REPLACEMENT, PHASE 2

Motion: to accept bids up to and opened at 9:30 a.m. on February 4, 2019 in the office of the Carroll County Commissioners at 119 S. Lisbon Street, Suite 201, Carrollton, Ohio for the Carroll County Guardrail Replacement Project, Phase 2; specifications can be picked up at the Carroll County Engineer’s office located at 200 Kensington Road NE, Carrollton, 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.


 9:26 AM

**IN THE MATTER OF
PERSONNEL POLICY MANUAL**


 9:27 AM

Janice Leggett, Commissioners’ Clerk Supervisor, appeared before the Board to discuss the Personnel Policy Manual. Ms. Leggett advised the manual was reviewed and approved by Attorney Tami Hannon. Minor changes were made to the introductory sections and to sections regarding Sick Leave, Workers Compensation, Holidays, and Travel & Reimbursement Policy. Ms. Leggett advised the major change was the Drug & Alcohol Policy because there has been a change in law concerning when an employer can test an employee for drugs/alcohol. Attorney Hannon explained that “drug tests are considered a Fourth Amendment search for which the government (as an employer) needs reasonable suspicion.” Reasonable suspicion means there has to be some reason to believe an employee may be under the influence of drugs or alcohol or that drugs or alcohol contributed to the accident. You must also document why you felt there was reasonable suspicion to send the employee for a test. There are exceptions for “safety sensitive” positions which include law enforcement, bus drivers, CDL drivers. She asked the Board to approve the new Manual.

Motion: to approve the new Personnel Policy Manual, **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
BOARD OF ELECTIONS
EMPLOYEE BENEFITS/INSURANCE**

 9:30 AM

Commissioner Wirkner advised the Section 125 Plan does not recognize part-time employees as being eligible for insurance, and it also does not speak to county officials or officers. He was able to determine Board of Elections officers are considered county officers. Commissioner Mickley’s opinion is that all the options for health insurance (single, spouse, family) should be offered to the Board of Elections officers since nowhere else has been distinguished in that manner. He also feels the Section 125 Plan needs to be addressed to better identify county officers. Commissioner Wirkner advised the Attorney General made it clear the Commissioners are under no obligation to offer insurance benefits to the Board of Elections. He suggested one way to quiet the situation is to offer all benefits to the Board officers for the length of their current term, and then at the end of the term the insurance expires. Commissioner Mickley feels there are two separate issues: the here and now (are spouses covered) and the future (are we going to continue offering insurance to the officers). He agreed that Commissioner Wirkner’s suggestion was a reasonable approach. Commissioner Ohler advised his feelings were made clear during the last session, but he agrees with continuing insurance for the officers receiving it now with it expiring at the end of their term. Commissioner Ohler pointed out the Attorney General’s opinion says the Commissioners *may* offer insurance. He also said the Commissioners can change their mind in the future if circumstances change. Georgette Huff, Board of Elections member, asked if the Commissioners meant end of term or end of tenure since some Board officers serve more than one term. Commissioner Wirkner answered it is end of term. Ms. Huff asked if new officers coming on to the Board would have the option to get insurance. Commissioner Wirkner said no. Ms. Huff asked what the definition of an “officer” is. Commissioner Wirkner advised it is defined in Ohio Revised Code §305.171. Commissioner Wirkner pointed out spousal coverage costs more than the employees, so he does not think expanding spousal coverage is the best option. He explained when the letter was sent to the Auditor, the Auditor alerts the Commissioners because it effects the budget. Commissioner Wirkner continued saying he had hoped the Board of Elections would withdraw their motion so the issue would be quieted. Since that didn’t happen, the Commissioners are now forced to make a decision. Commissioner Wirkner asked if a prosecutor opinion was necessary. Commissioners Ohler and Mickley advised they were ready to move on the matter.


Motion: to offer full insurance benefits to the Board of Elections officers for the term they are currently serving and at expiration of those terms, the insurance coverage expires, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: Vice President Lewis A Mickley, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Lewis A Mickley.

Motion carried on majority vote.

 9:55 AM

Nancy Schaar, Free Press Standard reporter, asked for clarification whether the motion includes employees’ spouses. Commissioner Wirkner answered there are employees and officers, and the motion does not impact employees. It only effects the four Board officers. Ms. Schaar asked if at the end of their term will they have no insurance for the officers and spouses? Commissioner Wirkner said that was correct. Commissioner Ohler advised there is nothing on the table about spouses, it only effects the insurance of the two Board officers, and the offer is not extended to the other two Board officers. Commissioner Wirkner explained the Commissioners are trying to save taxpayer money and not increase the burden. Ms. Huff’s understanding was the Board of Elections resolution was to extend insurance to one spouse until that spouse became re-employed. Commissioner Wirkner advised the resolution by the Board of Elections said health insurance would be extended to spouses. Ms. Huff believes the resolution should have been very narrow. Commissioner Ohler advised it doesn’t matter if it was one spouse or all, the Commissioners would have arrived at the same decision.

**IN THE MATTER OF
INVESTMENT REPORT**

 10:05 AM

Jeff Yeager, Treasurer, appeared before the Board to present the quarterly report for the Carroll County Investment Advisory Board. He presented the report as follows:


Carroll County Investment Advisory Board
Quarterly Report

Quarter Ending: December 31, 2018
Funds on Deposit:

<u>Fund</u>	<u>Account Type</u>	<u>Institution</u>	<u>Rate</u>	<u>Due</u>	<u>Amount</u>
BTM General Fund	Bus. Savings	PNC Bank	Variable	Daily	\$352,086.01
DD Improvement Fund	Bus. Savings	PNC Bank	Variable	Daily	\$264,967.37
Bureau of Support Admin. Fund	Bus. Savings	PNC Bank	Variable	Daily	\$565,164.79
Permanent Improvement Fund	Bus. Savings	PNC Bank	Variable	Daily	\$125,755.47
Home Loan Fund	Bus. Savings	PNC Bank	Variable	Daily	\$16,301.57
General Fund	Certificate of Deposit	Consumer's Bank	1.73%	4/30/19	\$1,000,000.00
General Fund	Certificate of Deposit	Consumer's Bank	2.13%	4/22/19	\$1,000,000.00
General Fund	Certificate of Deposit	Consumer's Bank	2.06%	5/2/19	\$500,000.00
BTM General Fund	Certificate of Deposit	Consumer's Bank	2.27%	6/24/19	\$1,500,000.00
General Fund	Certificate of Deposit	Consumer's Bank	2.20%	11/27/19	\$1,500,000.00
BTM	Certificate of Deposit	Consumer's Bank	2.20%	11/30/19	\$350,000.00
General Fund	Certificate of Deposit	Huntington Bank	2.35%	5/2/19	\$5,000,000.00
General Fund	Money Mkt Checking	Consumer's Bank	Variable	Daily	\$4,000,000.00
General Fund	Money Mkt Checking	PNC Bank	Variable	Daily	\$5,000,000.00
General Fund	Money Max Savings	Huntington Bank	Variable	Daily	\$5,000,000.00
Total Funds on Deposit:					\$26,174,275.21


<u>Interest Earned Per Fund</u>	<u>4th Quarter</u>	<u>Year-to-date</u>
General Fund	\$147,132.67	\$276,818.97
Bureau of Support Admin. Fund	\$1,725.14	\$2,912.96
BTM General Fund	\$5,316.17	\$6,750.21
Home Loan Fund	\$47.59	\$128.02
Total Interest Fund	\$154,221.57	\$286,610.16

**IN THE MATTER OF
2019 BUDGET**

 10:07 AM


Commissioner Ohler advised the Auditor's Office informed him there is still some work to do with the Health Department's budget, which is expected on December 31, 2018. Commissioner Ohler explained there are also several accounts showing a negative balance which need addressed. Commissioner Wirkner spoke with a Health Board member who assured him the budget would be in order, and he is sure that will be the case. Commissioner Ohler advised the best case scenario is getting the 2019 budget approved on Monday, but it is more likely to occur on Thursday.

**IN THE MATTER OF
REPAIRS – COURTHOUSE
BELL TOWER PROJECT**

 10:12 AM

Commissioner Ohler advised he and Ed Eick, Maintenance Supervisor, spoke with Lauren Burge of Persepectus Architecture. They reviewed the proposed phases and estimated costs. Commissioner Ohler explained doing the project all at once will save about \$300,000 overall. If done in two phases, the highest potential cost is estimated at \$1.482 million; the highest for completing the project in one phase is estimated to be \$1.182 million. Commissioner Ohler recommends borrowing \$500,000 to complete the project to save the \$300,000, and he is working with Brian Mosier, CPA at Clark Schaefer Hackett, to find the most appropriate financing options. He discussed the possibility of the ad valorem tax in 2020 being available to pay off the debt. Commissioner Ohler advised the bell tower repairs are necessary to make it dry and secure the structure. Commissioner Wirkner agreed the bell tower needs immediate attention.

**IN THE MATTER OF
911**


 10:25 AM

Commissioner Wirkner advised the January 21 deadline to go live with NextGen 911 has been pushed to the first or second week of February.

**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.

 10:27 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