


Present: President Robert E. Wirkner, Vice President Lewis A. Mickley, and Commissioner Jeffrey L. Ohler


Also present to observe: Nancy Schaar, Free Press Standard; Linda Dowdell, Deputy Auditor; Christopher Modranski, Clerk Supervisor; Keith Burgett, Resident; Rod Yoder, Surveyor; Brian Wise, Engineer; Harold Lute, Resident; Phillip Burgett, Resident; & Bryan Burgett, Resident;

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:02 AM

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

**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**


 9:02 AM

Ronald M. Nuzzolillo Jr, 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, December 12, 2019 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 (not to exceed)
Christopher R. Modranski, Director	Economic Development	Buckeye Career Center Visit / Tour	New Philadelphia, OH	12/18/19	\$35.00
Robert E. Wirkner, Commissioner	Commissioners	RTIP Meeting	Akron, OH	12/20/19	\$55.00
William R. Wohlwend, Clerk of Courts	Clerk of Courts	Ohio Clerk of Courts Association	N/A	N/A	\$1,992.53
Cynthia A. Black, Veteran Services Officer	Veteran Services	Ohio Association of County Veteran Service Officers	N/A	N/A	\$50.00

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
Municipal Court Adult Probation	Contract Services	0174-B026-B06.000	\$5,627.64
County General	Salaries- EE Auditor	0101-A001-B02.020	\$3,388.31
REA	Equipment	0103-J000-J04.040	\$2,519.06
Elections Security Grant	Supplies	0180-T308-T03.030	\$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.

 9:05 AM


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

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


FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
Co. General	Salaries – Adult Probation	0131-A002-B20.020	Contract Services	0131-A002-B23.000	\$5,627.63
Co. General	Worker;s Comp	0185-A002-P11.080	Supplies	0185-A002-P02.030	\$2,500.00
Co. General	Worker’s Comp	0250-A006-B20.080	PERS – Rec	0250-A006-B09-070	\$186.98
Co. General	Salaries – Precinct Officials	0180-A003-A02.021	Salaries – Employees	0180-A003-A02.020	\$1000.00
Co. General	Salaries – Precinct Officials	0180-A003-A02.021	Supplies	0180-A003-A03.030	\$5,610.99
Co. General	Supplies	0170-A002-G03.030	Equipment	0170-A002-G04.040	\$1,582.20

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.


 9:05 AM

**IN THE MATTER OF
EMA – WEATHER STATION UPDATE**

 9:06 AM

Tom Cottis, EMA director appeared before the Board to provide an update on the weather station at the County Airport. Mr. Cottis advised that the paperwork has been filed to process the payment, and the station should be installed within two weeks. Mr. Cottis advised that the station needs to be calibrated by National Weather Service, which will be after first of the year and will be completely on-line by the end of January. Commissioner Wirkner questioned about the station’s funding. Mr. Cottis advised that the funding comes from County General through the EMA reimbursement fund. Al Jeske, Airport Authority Board member questioned if there is sufficient cell phone signal at the airport. Mr. Cottis replied that testing and the survey came back showing that there is sufficient cell phone signal.

**IN THE MATTER OF
AIRPORT AUTHORITY BOARD**

 9:06 AM


Karen Carlisle and Al Jeske, Airport Authority Board members appeared before the Board to discuss zoning issues at the Airport. Ms. Carlisle presented a final draft of an airport zoning resolution that addresses the zoning issues at the airport. Ms. Carlisle advised that this would be an amendment to the 1967 resolution. Ms. Carlisle advised that she sent an electronic copy of the resolution so the Board can make any necessary revisions. Ms. Carlisle advised that Commissioner Mickley provided four different county zoning resolutions as examples. Ms. Carlisle advised that she found an advisory circular provided by the Federal Aviation Administration (FAA) from 1967 that gives guidance to county airports for creating zoning resolutions. Ms. Carlisle advised a copy of the circular was included in the email as well as a map of the zones around the airport. Ms. Carlisle stated that an obstruction in the flight path could endanger lives and property of Carroll County residents. Ms. Carlisle provided a description of each section of the resolution. Section one is the short title of the resolution. Section two provides definitions. Ms. Carlisle advised that in all four of the other counties’ zoning resolutions, there is someone who administers the actual implementation of the zoning. When someone applies for a zoning permit, they go to a zoning administrator. Ms. Carlisle advises that some counties use the County Planner, some counties use the County Engineer. Section three defines the different airport zones. There is the airport approach zone, which is where the airport is having tree issues, transitional, horizontal, and conical zones. Section 4 details height restrictions of each zone. Section 5 stipulates that there shall be no obstructions in these zones. Section 6 details the lighting of existing structures. If there is an existing structure in one of these zones, a light must be used to alert pilots. Section seven explains different permits and variances. Ms. Carlisle advises the Board to refer to the Ohio Revised Code (ORC) before establishing permits, variances, and Zoning Appeals Board. Section eight pertains to enforcement. Section nine describes the Zoning Appeals Board. The Zoning Appeals Board must have five people on the board per the ORC. Section ten and eleven describe the appeals and judicial review processes. If someone has an issue from Zoning Board, they can go to the Zoning Appeals Board. If they have an issue with the Zoning Appeals Board, they can go to the Common Pleas Court. Ms. Carlisle advises that this is a start and the Board will take over from here. Ms. Carlisle advises that the Airport Authority Board is there to help the Board of Commissioners. Commissioner Mickley advised that he needs to meet with Lance Wanamaker, Consulting Engineer to go over the map and different zones. Commissioner Mickley advised that he will call today to set up a meeting. Ms. Carlisle advised the next issue that needs to be addressed is the issue with the trees at the end of the runway. Ms. Carlisle advised that she liked for work to begin in the spring. Commissioner Ohler questioned if anyone has been identified for the Zoning Appeals Board. Commissioner Mickley stated Brian Shaw and Alan Miller are on the Board. Commissioner Mickley suggested that the Zoning Administrator and Appeals Board be incorporated with Regional Planning. Commissioner Wirkner advised that the Board will need to look at hours of Regional Planner, because there are complaints that there aren’t enough hours dedicated to regional planning. Commissioner Ohler advised that this is being addressed in the regional planning budget. The current budget allows for the Regional Planner to work eight hours a week. Next year’s budget would allow for the Regional Planner to work 16 hours a week. Commissioner Ohler suggested that the Regional Planner, Tom Konst take over as the Zoning Administrator. Commissioner Wirkner is concerned that there will not be enough hours to be both Regional Planner and Airport

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Zoning Administrator. Commissioner Ohler questioned what the responsibilities of the Airport Zoning Administrator would be. Ms. Carlisle advised that other counties have an office where people could come to if they have a structure that would be in an airport zone. The Administrator would work with the Zoning Inspector to determine if the height of the structure is under the allowable height of the zone. Christopher Modranski, Clerk Supervisor questioned if this is only for the airport zone. Ms. Carlisle answered yes. Mr. Modranski questioned if current landowners are aware of airport zoning. Ms. Carlisle advised that she doesn't believe that they are aware of any zoning. Mr. Modranski questioned if that is something that needs to be disclosed on a real estate transfer. Linda Dowdell, Deputy Auditor stated that she was unaware of being told about zoning when she purchased her property near the airport. Mr. Jeske advised that anyone building will also need to submit a permit to the FAA. Commissioner Wirkner stated that this is similar to dealing with Flood Plains issues. Commissioner Ohler questioned if this is a safety and security issue, and if so, could the Emergency Management Agency (EMA) take control, like they do with the flood plain. Commissioner Wirkner stated that is it possible that could be an area where EMA could be part of. Ms. Carlisle advised that letters should be sent to all landowners in the airport zones know of the resolution that has been around since 1967 and the different zones. Commissioner Wirkner advised that the Board needs to get started on getting an administrator established. Mr. Modranski questioned how many properties are in the zones. Ms. Carlisle and Mr. Jeske presented a map of the airport zones. Commissioner Mickley advised that the zone reaches out to State Route 332. Commissioner Wirkner advised that the zone covered most of the Village of Carrollton. Commissioner Ohler questioned if there is a certain height limitation for properties in these zones. Ms. Carlisle advised that any building, tree, or pole needs to be permitted. Mr. Jeske advised that AEP has poles at the end of the runway that have been documented with the FAA. Mr. Jeske advised that the FAA and the State of Ohio will issue an opinion on a structure and the local Zoning Board would enforce the decision. Mr. Jeske advised that enforcement of violation could be as extreme as taking down structure or allowing a variance and adding lights. Commissioner Wirkner suggested that instead of adding more hours to an existing position, this could be a task for an Airport Manager. Ms. Carlisle agreed. Commissioner Ohler questioned if existing structures are compliant. Ms. Carlisle and Mr. Jeske advised that Ohio Department of Transportation (ODOT) did a survey and found there are multiple issues, mostly trees. Commissioner Ohler questioned if the ORC stipulates the Airport Zoning Administrator must be available for a set number of hours such as 40 hours a week. Mr. Jeske advised that Board has control of office administration and that this is a unique situation because this is the only zoning in the county and there is no clearinghouse for zoning. Commissioner Wirkner advised that the Board needs to look at creating a new position versus giving duties to an existing position. Commissioner Ohler advised that filling these responsibilities, internally will save the county money. Commissioner Wirkner advised that will work as long as that person responsible can do so effectively.


**IN THE MATTER OF
TEXT TO 9-1-1 MEMORANDUM OF UNDERSTANDING**

 9:39 AM

Captain Cheryl Keyser, Sheriff's Office appeared before the Board to seek approval of a Memorandum of Understanding and Grant Application. Captain Keyser advised that Union County drafted a Memorandum of Understanding (MOU) for counties that are part of the NextGen 9-1-1. The MOU stipulates that Morgan County will provide \$160,000.00 for the grant, if awarded. Carroll County will then reimburse its share of \$10,667.00 back to Morgan County once the grant is awarded. Captain Keyser advised that Commissioner Wirkner will be considered as the CEO for the county. Captain Keyser advised that the grant application is due December 28, 2019. Commissioner Ohler questioned what the grant is for. Commissioner Wirkner advised this grant is for Text to 9-1-1. Commissioner Wirkner advised that with the younger generation, texting is the main method of communicating. This will allow them to text to 9-1-1. Captain Keyser advised that this situation happened with the school shooting in Florida. Students tried to text to 9-1-1, but they did not have the Text To 9-1-1 activated.


Motion: to enter into a Memorandum of Understanding with Morgan County to pursue a Text To 9-1-1 Grant, and to reimburse Morgan County \$10,667.00 if the grant has been awarded, **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.


 9:45 AM

**IN THE MATTER OF
TEXT TO 9-1-1 MEMORANDUM OF UNDERSTANDING**

Motion: to authorize the Board President to sign the Memorandum of Understanding with Morgan County for the Text to 9-1-1 Grant, **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.


 9:46 AM

**IN THE MATTER OF
9-1-1 GRANT APPLICATION**


 9:46 AM

Commissioner Wirkner asked the Board to review the Grant Application before voting to approve.

Motion: to authorize the Board President to sign the Statement of Responsibility for the Federal 9-1-1 Grant, **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.


 9:48 AM

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

 9:48 AM


Josh Long, Dog Warden, filed his report for the week of December 8, 2019 to December 14, 2019 showing 4 dogs impounded, 2 adopted out, 0 redeemed, 0 euthanized, 1 citation(s) for no license, and 1 citation(s) for running at large.

**IN THE MATTER OF
MONTHLY REPORT – OCTOBER
CHILD SUPPORT ENFORCEMENT AGENCY**

 9:49 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed the November 2019 report for the Carroll County Child Support Enforcement Agency. A copy is on file in the Commissioners' Office.

**IN THE MATTER OF
LEWIS MICKLEY**


 9:49 AM

Commissioner Mickley left the meeting.

**IN THE MATTER OF
ENGINEER
2019 COUNTY HIGHWAY SYSTEM MILEAGE CERTIFICATION**

Motion: to approve the 2019 County Highway System Mileage Certification for Carroll County in which we are responsible for maintaining 306.685 miles of public road per Brian J. Wise, Carroll 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.

 9:50 AM


**IN THE MATTER OF
SPECIAL HAULING PERMIT
TROYER, MERVIN**

Motion: to approve a special hauling permit to Mervin Troyer for hauling over Andora Road (CR 10) and Cobbler Road (CR 71) in Washington 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.

 9:51 AM

**IN THE MATTER OF
LEWIS MICKLEY**


 9:51 AM

Commissioner Mickley returned to the meeting.

**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 \$13,000.00 from the Environmental Protection Agency of the State of Ohio, for the 2018 Water Pollution Control Loan Fund, **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.

 9:51 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.

 9:54 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: ALCO, \$1,713.98; Huntington Bank, \$3,430.87; Cintas, \$191.08; Graphic Enterprises, \$196.59; Schloss Media, \$156.25; CCAO, \$240.00; Jon Stewart Excavating, \$1,800.00; Ohio Recorder Association, \$1,491.60; Carroll County Treasurer, \$17,080.00; Ray Allen, \$604.90; Ray Allen, \$1,000.00; Ohio State Coroners Association, \$2,145.00; Carroll County Treasurer, \$390.00; Serversim, \$1,773.39; Anthem, \$144.10; & Gordon Food, \$3,201.85;


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.

 9:54 AM

**IN THE MATTER OF
ALLEY VACATION**


 9:55 AM

Commissioner Wirkner advised that there will be a public viewing of Monroe Alley and an unnamed alley in Leavittsville, Ohio for an alley vacation at 11:00 a.m.

**IN THE MATTER OF
TEMPORARY RECESS**


Motion: to temporarily recess until 11:00 a.m., **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.

 9:57 AM

Board members reconvened at  11:08 AM

**IN THE MATTER OF
ALLEY VACATION – PUBLIC VIEWING**


 11:08 AM

Commissioners held a public viewing of Monroe Alley and an unnamed alley in Leavittsville, Ohio for a vacation petition filed by Keith and Judith Burgett. Commissioner Wirkner asked if there is anyone present who opposes vacating Monroe Alley and an unnamed alley. There were no one who opposed vacating either alley.

**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.

 11:10 AM

PREPARED BY:

/s/ Ronald M. Nuzzolillo Jr
Ronald M. Nuzzolillo Jr, Assistant Clerk I

We hereby certify the foregoing to be true and correct.

/s/ Christopher R. Modranski
Christopher R. Modranski, 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