



Present: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley
Also present to observe: Nancy Schaar, Free Press Standard.

**IN THE MATTER OF
 PLEDGE OF ALLEGIANCE**

 9:01 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

Melissa N. Schaar, 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, January 30, 2020 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler.

Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF
 ROLL CALL / BOARD MEETING ATTENDANCE**

 9:02 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)
Jeffrey L. Ohler, Commissioner	Commissioners'	MCJAS Executive Retreat	N. Canton, OH	Retroactive to 1/10/2020	\$45.00
Kate Offenberger, Director Jennifer Burns, Program Administrator	DJFS	Home Net – Housing	New Phila., OH	2/11/2020	-0-
Kate Offenberger, Director	DJFS	OJFSDA Executive and General Training Session	Columbus, OH	2/13-14/20	-0-

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

Motion carried on unanimous vote.


 9:03 AM

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

 9:04 AM


Josh Long, Dog Warden, filed his report for the week of January 26, 2020 to February 1, 2020 showing 4 dogs impounded, 4 adopted out, 2 redeemed, 0 euthanized, 1 citation(s) for no license, and 3 citation(s) for running at large.

**IN THE MATTER OF
 DOG POUND**

 9:04 AM

Commissioner Wirkner advised that he visited the Dog Pound on Friday and the parking lot was full of residents getting their 2020 dog tags.


**IN THE MATTER OF
 MONTHLY REPORT – SEPTEMBER
 CARROLL GOLDEN AGE RETREAT**

 9:05 AM

Commissioner Wirkner advised that Dawn Faulk, CGAR Superintendent, filed her report for the month of January 2020 showing 9 male and 33 female residents. A copy is on file in the Commissioners' office.


**IN THE MATTER OF
2020 ANNUAL REPORT
STATE EMPLOYMENT RELATIONS BOARD**

Motion: to approve the 2020 Public Employer Annual Information Report for the Ohio State Employment Relations Board, **Action:** Vote was recorded as follows: YEA: : President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.


 9:05 AM

**IN THE MATTER OF
RUMA TERMINATION AGREEMENT
TENNESSEE GAS PIPELINE, LLC.**

Motion: to approve a Road Use Maintenance Termination Agreement by and between the Board of Commissioners and Blue Racer Midstream for Azalea Road (CR 22) for the Lewis to Leesville Pipeline Project per the recommendation of Brian J. Wise, County Engineer, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.


 9:06 AM

**IN THE MATTER OF
APPOINTMENT – LARRY HAWKINS, JR.
AIRPORT AUTHORITY BOARD**

 9:07 AM


Commissioner Wirkner advised that Mr. Hawkins has been contacted and is agreeable to being on the Airport Authority Board.

Motion: to appoint Larry Hawkins, Jr. to the Airport Authority Board for a term of January 29, 2020 through January 29, 2025, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner and Vice President Jeffrey L. Ohler; NEY: None; ABSENT: Commissioner Lewis A. Mickley; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.


 9:07 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT
CDBG - AMSTERDAM SEWER PROJECT**

Motion: to approve Contract No. 3 for the construction of collection and conveyance sewers in Carroll County as part of the Community Development Block Grant Amsterdam Area Sewer System Project and authorize the Board President to sign same, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.


 9:08 AM

**IN THE MATTER OF
AUDITORS OFFICE
DOCUMENT SCANNING**


 9:11 AM

Lynn Fairclough, Auditor and Brittany Tangler, Chief Deputy Auditor II appeared before the Board to discuss their meeting with Avalon Document Scanning of Cleveland, Ohio regarding the permanent records that their office maintains for payroll, budgetary and settlements for the real estate side. Ms. Tangler advised that many of the documents date back to the 1950's and earlier and the documents are very fragile, some are odd sizes and many of the documents have been written in pencil which is starting to fade. Ms. Tangler advised that they try to scan as many documents as they can on the regular scanner to save money, but these documents are very fragile, and they don't want them damaged. Ms. Fairclough advised that Avalon Document Scanning has been used by other entities in the area and they are on the approved list for the Ohio Historic Preservation Office. Ms. Fairclough advised that the quote they were given is only for the documents in their office and does not include the documents that are in storage at Iron Mountain. Ms. Fairclough advised that the price for scanning payroll records is \$2,385.00, the human resources records is \$6,840.00 and the real estate records is \$8,964.00. Ms. Fairclough advised that the cost of scanning the real estate records would be paid for out of the real estate assessment. Ms. Fairclough advised that scanning these records would make the records permanent and would free up space in their office. Ms. Fairclough asked the Board to consider paying for the scanning of the payroll records and human resources records from the general fund. Commissioner Ohler advised that the Board should approve this request. Commissioner Wirkner asked Commissioner Ohler if this expense would be paid out of unappropriated, and Commissioner Ohler agreed that it would.

Motion: to approve payment of \$2,385.00 to scan permanent payroll records and \$6,840.00 to scan human resources records to Avalon Document Scanning at the request of Lynn Fairclough, Auditor, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Lewis A. Mickley. Motion carried on unanimous vote.


 9:17 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT
SOFTWARE SOLUTIONS**

 9:17 AM


Lynn Fairclough, Auditor appeared before the board to present the Software Solutions contract for signature. Ms. Fairclough advised that the contract has been reviewed by Prosecutor Barnett.

Motion: to approve the Software Solutions contract as recommended by Auditor Lynn Fairclough and authorize the Board President to sign same, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.

 9:18 AM


**IN THE MATTER OF
MEDIA**

Nancy Schaar, Free Press Standard reporter asked Ms. Fairclough what the amount of Software Solutions contract is. Ms. Fairclough advised that the price is \$186,885.00 and includes the conversion costs.

 9:19 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 Jeffrey L. Ohler, and Commissioner Lewis A. Mickley; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Lewis A. Mickley. Motion carried on unanimous vote.

 9:20 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: Columbia Gas, \$442.12; Medi Wise, \$1,275.00; Columbia Gas, \$1,695.73; AEP, \$1,757.36; Richard Clark, \$2,000.00; Vic Allen Construction, \$11,150.00; Ohio Regional Development Corp, \$250.00; Ohio Regional Development Corp, \$10,203.00; John Wern, \$21,580.00; OACA, \$100.00; Supreme Court of Ohio, \$150.00; OADRJ, \$200.00; Ohio Common Pleas Judges Assoc., \$200.00; Peggie Conner, \$315.00; Michael Repella, \$178.65; Fairfield Computer, \$100.00; Staples, \$263.89; ServerSim, \$143.33; Supreme Court of Ohio \$100.00; Doubletree by Hilton, \$366.00 & Hampton Inn & Suites, \$218.00.

DJFS: None

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


 9:20 AM

**IN THE MATTER OF
TECHNICAL SERVICES ADVISORY MEETING**

 9:21 AM


Commissioner Wirkner advised that there is a Technical Services Advisory meeting at 3:00 PM on Tuesday, February 4, 2020 and the location has been changed from the Municipal Building to the Dorothy Long Building on Route 9.

**IN THE MATTER OF
SOLID WASTE**

 9:22 AM

Commissioner Wirkner advised that there is a Solid Waste meeting today at 11:00 AM in the Commissioners' meeting room. Commissioner Wirkner advised that the notice was sent out last week for this meeting.

**IN THE MATTER OF
MEDIA**


 9:22 AM

Nancy Schaar, Free Press Standard reporter asked if a seventh person will be appointed to the Airport Board. Ms. Schaar advised that the number has ranged from five to seven people over the years. Commissioner Wirkner advised that he does not know of any names that have been brought forward for the position. Commissioner Wirkner advised that after the meeting with Prosecutor Barnett on Friday, they will need to begin populating the Airport Appeals Board which will need five members. Commissioner Wirkner advised that there are currently two people seated and they will need to confirm that those members want to stay on the Board.

**IN THE MATTER OF
ADJOURN**

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

Motion carried on unanimous vote.

 9:23 AM

PREPARED BY:

/s/ Melissa N. Schaar
Melissa N. Schaar, 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/ Jeffrey L. Ohler
Jeffrey L. Ohler, Vice President
/s/ Lewis A. Mickley
Lewis A. Mickley, Commissioner