



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

**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**


 9:03 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 Monday, February 24, 2020 and electronic recording of the proceedings, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:03 AM

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

 9:03 AM


Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Vice President Jeffrey L. Ohler was absent.

**IN THE MATTER OF
EXPENSES**


Motion: to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Lewis Mickley, Commissioner	Commissioners	HARCATUS Meeting	New Philadelphia, OH	2/26/2020	\$40.00
Sherri Lewis, IM Supervisor Bambi Merrick, Fiscal Officer	DJFS	UX Information Sessions	Cambridge, OH	3/31/2020	\$50.00

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


 9:03 AM

**IN THE MATTER OF
EMA – DEPUTY DIRECTOR RESIGNATION**


 9:04 AM

Tom Cottis, EMA Director appeared before the Board to advise that he received a letter of resignation from Brett Lee, Deputy Director. Mr. Cottis advised that Mr. Lee accepted a position with Portage County as their Deputy Director. Mr. Cottis asked the Board to accept resignation and to advertise for the vacant Deputy Director position. Commissioner Mickley stated Mr. Lee has done a lot for the county and will be missed. Commissioner Wirkner agreed and stated that he noticed that this position seems to be a revolving door. Mr. Cottis agreed and stated that he feels that until the county increases the salary for this position, it will continue to be a revolving door.

Motion: to accept letter of resignation from Brett Lee, Deputy Director, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.


 9:07 AM

**IN THE MATTER OF
EMA – DEPUTY DIRECTOR POSITION**


 9:09 AM

Tom Cottis, EMA Director presented to the Board a job posting for the Deputy Director position. Commissioner Wirkner stated that he noticed the posting includes an elastic clause that doesn't limit the job description. Mr. Cottis stated that is because the nature of the job is constantly changing.

Motion: to authorize EMA Director Tom Cottis to advertise for the position of Deputy Director, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.


 9:11 AM

**IN THE MATTER OF
EMA - CORONAVIRUS**

 9:11 AM


Tom Cottis, EMA Director advised that he has a meeting coming up concerning the Coronavirus. Mr. Cottis advised that the state is taking the lead. Mr. Cottis advised that the EMA office will be the site of a call center to handle the increase in calls as the increase in concerns grow in the county. Mr. Cottis advised that he is taking an inventory of personal protective equipment to make sure the county is ready. Commissioner Wirkner advised that it is important that the county knows there is a plan in place. Mr. Cottis advised that there is a plan set in place already. Part of these plans include sites for administering medication.

**IN THE MATTER OF
AIRPORT ZONING APPEALS BOARD**

 9:14 AM

Commissioner Wirkner advised Tom Cottis that the Board will appoint a third member of the Airport Zoning Appeals Board.

**IN THE MATTER OF
MEDIA**

 9:14 AM

Carroll McIntire asked how long Brett Lee, EMA Deputy Director has worked for the county. Tom Cottis, EMA Director answered a year and a half. Nancy Schaar, Free Press Standard asked when Mr. Lee's last date is. Mr. Cottis answered March 20, 2020. Commissioner Wirkner stated that Mr. Lee has served the county well. Mr. Cottis agreed and had hoped that Mr. Lee would take over when he retires but understands it is a great offer. Commissioner Wirkner stated that it is an offer that the county cannot match.


**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>
T118	Administration/Payroll	0600-T118-T01.020	\$3,000.00
T118	Administration	0600-T118-T05.000	\$19,500.00
T118	Fair Housing Admin.	0600-T118-T07.000	\$7,500.00
T118	Sr. Citizens FC Improvements	0600-T118-T08.000	\$120,000.00

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

Motion carried on unanimous vote.

 9:16 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>	
B021	Service Contract	0163-B021-B04.000	Equipment	0163-B021-B03.040	\$5,000.00

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

Motion carried on unanimous vote.

 9:17 AM


**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	0999-Y087-800	\$7,005.79
County General	0280-A015-A16.200	0999-Y095-800	\$3,551.40
County General	0280-A015-A16.200	0999-Y097-800	\$3,784.42
County General	0280-A015-A16.200	0999-Y096-800	\$575.11

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

Motion carried on unanimous vote.

 9:17 AM


**IN THE MATTER OF
FAMILY AND CHILDREN FIRST COUNCIL - ADMINISTRATIVE AGENT**

 9:18 AM


Kate Offenberger, Job and Family Services (JFS) Director and Jennifer Burns, Family and Children First Council (FCFC) Coordinator appeared before the Board to discuss the administrative agent for the FCFC. Ms. Offenberger advised that the Board of Commissioners has historically been the administrative agent. However, in October, the Board approved to change the FCFC administrative agent to JFS. Ms. Offenberger advised that the council has approved to make JFS the administrative agent. JFS now has authority to hire employees for the FCFC. Ms. Offenberger advised that Ms. Burns has been hired as the FCFC Coordinator, and Jessica Ailing will serve as the FCFC services coordinator. Ms. Burns advised that both positions are paid by JFS funds but will get reimbursed for expenses, such as travel, by FCFC.

Motion: to approve the Administrative Agent Agreement presented by Carroll County Family and Children First Council which designates Carroll County Job and Family Services as the Administrative Agent and Carroll County Board of Developmental Disabilities as the Treasurer, effective February 1, 2020; **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:20 AM

**IN THE MATTER OF
FCFC**

 9:20 AM

Jennifer Burns, Family and Children First Council (FCFC) Coordinator advised that FCFC has been housed at the Health Department but has now moved to the Ohio Means Jobs building. Ms. Burns advised that they have filed all the state required forms. Ms. Burns advised that there is new funding available for Multi-System Youth kids which helps to reunify kids back to their home. Ms. Burns advise that they have requested for two kids and have received \$72,000 with more funds pending. Ms. Burns advised that the number of cases are increasing.

**IN THE MATTER OF
JFS - RESIGNATIONS**


 9:22 AM

Kate Offenberger, Job and Family Services (JFS) Director advised that JFS has had a couple of resignations of Social Workers. Rebecca Preston resigned to go to another county. Casey Roy resigned to take a job closer to her home. Ms. Offenberger advised that this leaves two vacancies. Ms. Offenberger advised that being able to keep staff is growing concern across the state. Ms. Offenberger advised that the Governor has announced that he is releasing \$1 million as an emergency crisis response. Ms. Offenberger advised that she has seen significant high turnover since 2016. She has posted for Supervisor, QC Trainer, and Social Worker positions, twice, and have had none interviewed for the QC Trainer or Supervisor position. Ms. Offenberger advised that they started with a pool of six or seven applicants for the Social Worker position. Three are coming back for a second interview. Ms. Offenberger stated that they asked two others for a second interview, but they declined. Ms. Offenberger advised that their most senior employee has two years of experience, and across the state, Social Workers average a year and a half before deciding they cannot do the work. Ms. Offenberger stated her staff is young and has a large case load. Ms. Offenberger advised that she is looking at different strategies including salary packages.

**IN THE MATTER OF
RIGHT OF ENTRY**

Motion: to approve a right of entry by the County Engineer to enter the property of Stoney Lake Club, 424 Bramble Road SW, Perry Township, for replacing culvert and stabilizing channel, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:26 AM

**IN THE MATTER OF
SPECIAL HAULING PERMIT - M-M SAWMILL & LUMBER**

Motion: to approve a special hauling permit to M-M Sawmill & Lumber for hauling over Avalon Rd (CR 20) and Bedrock Road (CR 29) in Harrison Township; a bond of \$50,000.00 has been provided as required by Brian J. Wise, County Engineer, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:27 AM

**IN THE MATTER OF
CHIP PY2020 – RFP/Q
ACCEPTANCE OF OHIO REGIONAL DEVELOPMENT CORPORATION.**

Motion: to accept the Statement of Proposal and Qualifications of Ohio Regional Development Corporation of Coshocton, Ohio for the PY 2020 Community Housing Impact and Preservation Program (CHIP), **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:28 AM


**IN THE MATTER OF
PROSECUTOR OPINION – COMMUNITY HOUSING IMPACT & PRESERVATION (CHIP) PY20**

Motion: to send the Community Housing Impact & Preservation (CHIP) PY20 consulting contract with Ohio Regional Development Corporation to the Prosecutor for his review for form and function, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:29 AM

**IN THE MATTER OF
APPOINTMENT – CHERYL KEYSER
AIRPORT ZONING BOARD OF APPEALS**


 9:29 AM

Commissioner Wirkner advised that it is beneficial Captain Keyser also lives in the airport zone.

Motion: to appoint Captain Cheryl Keyser to the Airport Zoning Board of Appeals for a three-year term from April 1, 2020 to March 31, 2023, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.

 9:29 AM


**IN THE MATTER OF
DOG POUND – SEWER TIE IN**

 9:31 AM

Commissioner Mickley and Commissioner Wirkner reviewed the estimates to connect the dog pound septic tank to the sewer line. Commissioner Wirkner advised that there was a quote that included a sink, but it is no longer needed since the dog pound is continuing to use the existing septic tank.


Motion: to accept the quote from J. Green Excavating in the amount of \$3,592.00 to connect the existing septic tank at the dog pound to the tie-in of the sewer line, **Action** Vote was recorded as follows: YEA: President Robert E. Wirkner and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:32 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 and Commissioner Lewis A. Mickley; NEY: None; ABSENT: Vice President Jeffrey L. Ohler; ABSTAIN: None, **Moved by** Commissioner Lewis A. Mickley, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.

 9:34 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: Treasurer, State of Ohio, \$240.00; Kramer Engineers, \$12,634.00; Verizon, \$151.78; Vanita Leggett, \$126.64; & Carroll Co Treasurer, \$9,871.00;

DJFS: McFadden, \$125.00; FCFC, \$3,389.40; & Summer Spect, \$480.09;

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


 9:34 AM

**IN THE MATTER OF
CCH ENVIRONMENTAL GROUP**

 9:34 AM


Commissioner Wirkner advised that at the recent Solid Waste District meeting they discussed building the new facility. Commissioner Wirkner advised that they are now accepting bids. Commissioner Wirkner advised that the architect originally designed the building with a wooden frame, but Solid Waste Board agreed to accept a bid with a steel frame as an alternate. Commissioner Wirkner advised that the personnel committee are accepting resumes for the director position. Commissioner Mickley advised that he has received resumes already. Carol McIntire stated that the job description has a variety of requirements. Commissioner Wirkner advised that the responsibilities are wide because the nature of the position dictates it. Commissioner Wirkner advised that it is hard to be competitive to hire or retain quality employees.

**IN THE MATTER OF
REGIONAL TRANSPORTATION IMPROVEMENT PROJECT (RTIP)**

 9:38 AM


Commissioner Wirkner advised that there will be a Regional Transportation Improvement Project (RTIP) Governors meeting Friday, February 28, 2020 at 9:00 a.m. at the Miverva Library. Commissioner Wirkner stated that he hopes that Representative Don Jones will give some updates on the proposed legislation he introduced to compete Route 30 and Route 250. Commissioner Wirkner advised that they should also get an update on the proposed legislation for the Transportation Financing District. Carol McIntire, Carroll County Messenger asked if Representative Don Jones introduced his legislation. Commissioner Wirkner stated that Representative Jones told him that he is preparing legislation with the intent to introduce it. Commissioner Wirkner stated that he doesn't believe that Representative Jones has introduced his legislation. Commissioner Wirkner stated that he hopes to hear an update on that legislation at the next Ohio Mid-Eastern Governments Association (OMEGA) meeting.

**IN THE MATTER OF
MEDIA**

 9:41 AM

Carol McIntire, Carroll County Messenger asked where J Green Excavating is from. Commissioner Wirkner advised that J. Green Excavating is from Mechanicstown.

**IN THE MATTER OF
MEDIA**


 9:41 AM

Carol McIntire asked if there are still vacancies on the Airport Zoning Board. Commissioner Wirkner answered yes, Captain Cheryl Keyser is the third member of the board which fulfills a quorum but leaves two more open seats.

**IN THE MATTER OF
ADJOURN**

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

Motion carried on unanimous vote.

 9:42 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
Absent

Jeffrey L. Ohler, Vice President

/s/ Lewis A. Mickley
Lewis A. Mickley, Commissioner