



Present: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Lewis A. Mickley.
Also present to observe: None;

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM


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

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

 9:01 AM

Commissioner Mickley: Present; Commissioner Ohler: Present; Commissioner Wirkner: Present

**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**


 9:01 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, April 27, 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** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Lewis A. Mickley.

Motion carried on unanimous vote.

 9:02 AM


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

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


FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
A001	Salaries – Employees	0025-A004-B10.020	Unemployment Comp	0001-A001-A13.000	\$816.66

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.

 9:02 AM


**IN THE MATTER OF
PERSONNEL POLICY MANUAL**

 9:03 AM

Commissioner Wirkner advised that these policies were approved by resolutions last week.

Motion: to approve the Personnel Policy Manual as amended to include Addendum #7: Emergency FMLA and Paid Sick Leave Policies and Addendum #8: Teleworking Policy, **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.


 9:04 AM

**IN THE MATTER OF
BID NOTICE**


2019 WATER POLLUTION CONTROL LOAN FUND/HOUSEHOLD SEWER TREATMENT SYSTEM

Motion: to accept bids up to and opened at 9:30 a.m. on May 21, 2020 in the Commissioners’ office at 119 S. Lisbon Street, Suite 201, Carrollton, OH 44615 for the Water Pollution Control Loan Fund/Household Sewer Treatment System; bids are being accepted for Project # B, installation of one septic system, **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.


 9:05 AM

**IN THE MATTER OF
BID ACCEPTANCE**


 9:05 AM

Commissioner Wirkner advised that three companies had showed interest in providing telephone and internet services to the county, and two of those companies submitted bids, Horizon and Frontier. Commissioner Wirkner advised that both bids required some adjustments due to the inclusion of circuits to the Sheriff's Office and the county buildings on Main Street but were not needed because their service is from the circuit in the courthouse. Commissioner Wirkner advised that, based off the results of an internet utilization study, it was determined that the 200 megs service is needed. Commissioner Wirkner advised that Horizon had a better internet proposal, but Frontier had a better phone proposal. Also, Frontier offered a maintenance agreement, while Horizon did not. Commissioner Wirkner advised that Frontier had provided the lowest overall bid and offered a maintenance agreement. Commissioner Wirkner advised that the maintenance agreement does include a two-year agreement for a router due to it being towards its end of life. Commissioner Wirkner advised that the maintenance agreement is \$27,790.29 for five years. Commissioner Wirkner advised that yearly payments can be made, but \$18,615.00 is due on signing. Commissioner Ohler asked if the funds allocated in this year's budget for phone and internet services will not change. Commissioner Wirkner advised that \$45,000.00 has been allocated this year, and the expected payment total is \$44,000.00. Commissioner Wirkner advised that the Board may need to invest \$3,000.00 for the maintenance agreement. Commissioner Wirkner advised that the current budget will cover most of the expenses. Commissioner Ohler asked if \$45,000.00 in next year's budget will cover the expenses. Commissioner Wirkner answered yes, though it may need an additional \$3,000.00 for the maintenance agreement because of the required initial payment. Commissioner Ohler asked if the yearly payment will start next year. Commissioner Wirkner answered there were 3 different dates, one for internet service, one for phone service, and one for the maintenance agreement. Commissioner Wirkner advised that the phone and internet service will roll over at the end of the current contract and the maintenance agreement doesn't renew next year, so that payment will not need to be paid until then. Commissioner Wirkner advised that carry-over funds from this year may need to go towards paying the upfront costs of the maintenance agreement. Commissioner Ohler asked which other company is involved with the maintenance agreement. Commissioner Wirkner answered Avaya. Commissioner Ohler asked what their responsibility is in the maintenance agreement. Commissioner Wirkner answered that they service the phone equipment. Commissioner Mickley asked if there are any issues with Frontier filing for bankruptcy. Commissioner Wirkner advised that Frontier did file chapter 11 bankruptcy which allows them to reorganize while being able to retain the Frontier name. Commissioner Wirkner stated that he feels confident that Frontier will continue to provide their services. One reason being that Frontier is heavily involved in providing for 9-1-1 services. Commissioner Wirkner advised that was another reason for selecting Frontier. If another provider was selected, that provider then must be able to integrate their services with Frontier's.

Motion: to accept the bid from Frontier for the county phone and internet services in the amount of \$1,648.00 per month and maintenance agreement for 5 years in the amount of \$27,790.29, **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.

 9:18 AM

**IN THE MATTER OF
HEALTH DEPARTMENT – COVID-19 UPDATE**

 9:19 AM


Amy Campbell, Health Department Office Administrator appeared before the board to provide an update on the COVID-19 health crisis. Ms. Campbell advised that there are 18 confirmed cases and 3 probable cases for a total of 21 cases in the county; 13 of those have recovered. Ms. Campbell advised that recovered is being defined as 3 days having passed without a fever without using medication, improvement in respiratory symptoms, and 7 days having passed from the onset of symptoms. Ms. Campbell advised that there has been 1 death due to the Coronavirus. Ms. Campbell advised that the Health Department is looking for guidance from the state for testing and contact tracing. Ms. Campbell advised that the Health Department will be putting out a request for volunteers for to assist with contact tracing in the event that is needed for Carroll County. Ms. Campbell advised that they are still waiting for Governor's official orders for the stay at home order extension and the Responsible Restart Ohio initiative. Ms. Campbell advised that the original stay at home order is until May 1st and she expects further details soon. Ms. Campbell advised that there has been a lot discussion on the requirements of wearing masks. Ms. Campbell advised that all employees are required to wear masks. Ms. Campbell advised that it is up to each business to determine if customers are required to wear a mask. Ms. Campbell advised that the Health Department is pursuing a policy to require members of the public to wear a face covering to enter the Health Department. Commissioner Wirkner asked if the Health Department has an opinion on requiring masks to enter the courthouse. Ms. Campbell advised that wearing a facial covering is another tool to help prevent the spread of the Coronavirus, and the Health Department recommends that everyone wears a facial covering when in public. Commissioner Ohler stated he recommends that masks be required and that masks are anticipated to be delivered next week. Commissioner Ohler suggested to have some masks available for the public. Commissioner Wirkner advised that 1,200 masks are coming, but they need to consider the need for masks for county employees. This number of masks would just barely be enough for two for each employee. Commissioner Wirkner stated that the public is encouraged to bring their own masks. Ms. Campbell asked if the masks ordered are fabric masks. Commissioner Wirkner answered he is under the impression that they are. Ms. Campbell advised that if they are not fabric masks to contact her to make sure they can be re-used. Commissioner Mickley stated that he disagrees that the county mandating the public to wear masks. Commissioner Mickley stated the members of the public should be free to choose whether to wear a mask or not. Commissioner Ohler stated that he is okay with that. Commissioner Wirkner asked what the Health Department's thought on that is. Ms. Campbell advised that it is recommended for everyone to wear a mask, but it is ultimately up to the Commissioners to decide.

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Motion: to recommend all visitors to the Courthouse and all other county buildings to wear a facial covering to enter the building effective May 4, 2020, **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.

 9:30 AM


**IN THE MATTER OF
EMA – BUDGET ADJUSTMENTS**

 9:30 AM


Tom Cottis, EMA Director appeared before the Board to discuss EMA’s budget adjustments. Commissioner Wirkner advised that, in the past, when there were not enough funds in the County General Fund to cover the EMA’s budget, by statute, EMA was allowed to run a deficit in its budget up to \$100,000.00. For example, during the 2008 financial crisis, the Commissioners were not able to fund the EMA, and the EMA ran a deficit of \$98,000.00. Commissioner Wirkner advised that he made it a priority to build up those funds back to normal. Commissioner Wirkner advised that the EMA was able to use \$12,470.00 of their funds to fix the Route 9 tower because it is a part of the critical infrastructure. Commissioner Wirkner advised that the EMA was also able to reduce 14.68% of their salary line. Add that to the contribution to pay for the Route 9 tower repairs, and a total of a 32% of their budget will be returned to the County General Fund. Commissioner Wirkner advised that this will not strip EMA of all of their funds and the EMA funds should return to normal by 2022. Mr. Cottis advised that EMA is removing what they can from the County General Fund while still being able to match the Emergency Management Performance Grant (EMPG) funds. Mr. Cottis advised that he will also reduce his budget request from the County General Fund for 2021 by 28.18%. Mr. Cottis advised that this will still allow his office to receive EMPG funds in 2021. Mr. Cottis stated that he didn’t have to reduce his budget as much, but he wanted to, so other departments didn’t have to. Mr. Cottis advised that, if the Board is okay with it, he will move forward by cancelling all current purchase orders with the County General Fund and he will pull purchase orders off of the EMPG grant. Commissioner Wirkner advised they also enacted a policy that will charge back for hours worked when the EMA is called out. Commissioner Wirkner advised that can offset costs by billing those responsible for the EMA response and funds will go to the County General Fund. Commissioner Ohler asked that if EMA will be able to continue to function after these cuts and is the EMA moving expenses from the County General Fund to EMPG grant. Mr. Cottis advised that he is moving expenses from the County General Fund to the EMPG grant and still be able to operate. Mr. Cottis advised that the EMPG account has been built up as it is designed for emergencies and the county is in an emergency. Commissioner Ohler asked if the funding cuts across the state will not affect the EMA anticipated revenue. Mr. Cottis advised that this will not affect what he is moving from the County General Fund to the EMPG grant. Commissioner Wirkner advised that the EMPG fund has been built up the last five years for emergencies like this. The EMPG account was designed to be able move funds.

Motion: to allow the EMA director to make budget adjustments to effectively reduce their expenses by 32.66%, **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.

 9:44 AM

**IN THE MATTER OF
2020 BUDGET**


 9:44 AM

Commissioner Wirkner and Commissioner Ohler discussed a hiring freeze for general fund accounts and non-general fund accounts. Commissioner Ohler stated that he would like to discuss more on Monday. Commissioner Ohler advised that the Board needs to have discussion on replacing essential positions. Commissioner Ohler advised that after this discussion, the Board can move with Transit’s request. Commissioner Wirkner advised the Board will discuss hiring freeze on general funds and a recommendation for non-general funds on Monday’s meeting.

**IN THE MATTER OF
RESOLUTION NO. 2020-20 – TEMPORARILY AMEND THE SICK LEAVE POLICY**

Motion: to approve Resolution No. 2020-20 temporarily amending the Sick Leave Policy effective immediately until stay at home order has been lifted by the Governor or the Department of Health Director, **Action:** Upon the call of the roll, 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.

 9:48 AM

**RESOLUTION #2020-20
A RESOLUTION TEMPORARILY AMENDING THE SICK LEAVE POLICY**

WHEREAS, on March 16, 2020 President Donald Trump issued the Coronavirus Guidelines for America to be followed for fifteen (15) days; and

WHEREAS, on March 29, 2020 President Donald Trump extend the Coronavirus Guidelines for America to be in effect until April 30, 2020; and

WHEREAS, The Coronavirus Guidelines for America advises those who are at risk to stay at home; and

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WHEREAS, The Center for Disease Control defines those at risk as anyone who over the age of 65 or those with underlining health conditions; and

WHEREAS, on March 22, 2020, pursuant to Ohio Law Dr. Amy Acton, Ohio Department of Health Director, issued a stay at home order, which said order was amended and modified in part on April 2, 2020 and effective thereon, that requires all persons to stay at home unless engaged in essential work or activity;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners, Carroll County, Ohio: that the Sick Leave Policy shall be temporarily amended to waive the requirement of a doctor’s note for any sick leave over three (3) days for any employee over the age of 65 or with an underlying health condition. This temporary amendment will be effective immediately until the stay at home order has been lifted by the Governor or the Department of Health Director.

BE IT RESOLVED FURTHER that this Board of Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board which resulted in this formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including ORC 121.22.

Mr. Ohler moved for the adoption of the preceding Resolution;
Mr. Mickley seconded the motion.

Upon call of the roll the vote was recorded as follows:

Mr. Ohler, Yes; Mr. Mickley, Yes; Mr. Wirkner, Yes.

Motion carried on unanimous vote. Resolution adopted this 30th day of April, 2020.

BOARD OF COMMISSIONERS
OF CARROLL COUNTY

ATTEST:

/s/ Robert E. Wirkner
Robert E. Wirkner, President


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

/s/ Jefferey L. Ohler
Jeffrey L. Ohler, Vice President

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

**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.

 9:49 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: Borden Office, \$485.00; ID Networks, \$36,816.00; Pivot Point Partners, \$13,975.05; Huntington Public Capital Corp, \$25,898.90; & Huntington Public Capital Corp, \$40,966.52;

DJFS: Bryan Rentals, \$500.00; Kay Garner, \$500.00; Kensington Greene, \$611.00; Ohio Edison, \$290.00; Brian & Mia Shuman, \$500.00; Amy Bentley, \$250.00; Michael Brown, \$100.00; Christina Grimes, \$250.00; Angela Haddock, \$250.00; Sarah Hayes, \$250.00; Jennifer Prince, \$250.00; Mimi Shocksnyder, \$250.00; Brice Tinlin, \$250.00; Treasurer, State of Ohio, \$390.00; Forensic Fluids Lab, \$1,400.00; & Madison Magallenez, \$200.00;

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.


 9:50 AM

**IN THE MATTER OF
2020 BUDGET**

 9:50 AM


Commissioner Ohler advised that he has had discussions with most of the departments and it appears there will be more employees who will participate in the Shared Work Ohio program. Commissioner Ohler advised that this will help return funds back to the County General Fund. Commissioner Ohler advised that the savings will not be substantial, but any savings will help the budget. Commissioner Wirkner advised that the Board has received budget adjustments from EMA, Sheriff, Regional Planning, and Economic Development. Commissioner Ohler advised that during the Leadership meeting, it was decided that each department’s budget adjustments are due to the Commissioners by Friday, May 1st. Commissioner Wirkner advised that those who already submitted budget adjustment plans have been accepted and will not need to make any further adjustments. Commissioner Ohler stated that he is only working with those who have not turned in their budget adjustment.

**IN THE MATTER OF
COVID-19**

 9:54 AM


Commissioner Wirkner advised that the Office of Criminal Justice - Coronavirus Supplemental Funding has released a grant available to law enforcement tied to the COVID-19 Pandemic. Commissioner Wirkner advised that he will send this information to the Sheriff's office. Commissioner Wirkner advised that this grant is available for local law enforcement, probation and parole offices, local courts, victim service providers, and adult, juvenile, and community corrections agencies.

**IN THE MATTER OF
COVID-19**

 9:55 AM


Commissioner Wirkner advised that Stark County Commissioner Janet Creighton is the local representative on the Responsible Restart Ohio board. Commissioner Wirkner advised that Ms. Creighton stated that some courthouses have been closed while some others have made face masks mandatory. Commissioner Wirkner advised that Carroll County has been liberal in its policies compared to other counties.

**IN THE MATTER OF
CLERK'S REPORT – COVID-19**

 9:57 AM

Christopher Modranski, Clerk Supervisor advised that a COVID Careline has been set up by The Ohio Department of Mental Health and Addiction Services. Mr. Modranski advised that the Careline is toll-free and is to provide emotional support for Ohioans who are experiencing stress, anxiety, fear, sadness, and loneliness amid the COVID-19 pandemic. Mr. Modranski advised that residents can call 1-800-720-9616 to speak with a trained counselor for 24/7 support. Mr. Modranski advised that he will put this number on the county's social media page.

**IN THE MATTER OF
CLERK'S REPORT – COVID-19**


 9:58 AM

Christopher Modranski, Clerk Supervisor advised that Lieutenant Governor Husted office issued a COVID-19 Responsible Protocol for Getting Ohio Back to Work. This goes over local ordinances for requiring face coverings for employees and recommended face coverings for customers. Mr. Modranski advised that there is a flyer that will be useful for local businesses to get them back open. Mr. Modranski advised that he will also put this on the county's social media page.

**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** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Lewis A. Mickley.

Motion carried on unanimous vote.

 9:59 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/ Jeffrey L. Ohler
Jeffrey L. Ohler, Vice President
/s/ Lewis A. Mickley
Lewis A. Mickley, Commissioner