



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

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:03 AM


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

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

 9:04 AM

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


**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**

 9:04 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 Monday, September 14, 2020 and electronic recording of the proceedings, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner. 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
CS50	Contracts – Services	0324-S000-S06.000	\$30,000.00

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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.


 9:05 AM

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


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

FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
Workforce Development	Dislocated Worker	0326-W000-W02.000	Youth	0326-W000-W03.000	\$24,000.00

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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.


 9:05 AM

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

 9:06 AM


Commissioner Wirkner advised the office of the Prosecuting Attorney filed the August 2020 report for the Carroll County Child Support Enforcement Agency. A copy is on file in the Commissioners’ Office.

**IN THE MATTER OF
WORK ORDER
WASHINGTON TOWNSHIP**


 9:07 AM

Commissioner Wirkner advised that CRS-2 is a type of liquid asphalt. Commissioner Ohler noted that there is no price on the work order, and Commissioner Wirkner advised that it is a blanket work order.

Motion: to approve a work order for the Washington Township Trustees for a blanket work order for CRS-2, **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.

 9:07 AM


**IN THE MATTER OF
DOG POUND – LICENSE FEES**

 9:08 AM

Commissioner Wirkner advised that he visited the Dog Pound earlier this week and found everything to be clean and no issues to report. During his visit, Commissioner Wirkner spoke with Josh Long, Dog Warden about using CARES Act funds to help with modifications at the dog pound and help with the safe flow of traffic at the pound. Commissioner Wirkner advised that he and Warden Long also discussed license fees. An item of concern was one of the trucks in the fleet. After an inspection from a licensed mechanic, it has been determined that the truck is still operational and safe for duty. Since there was not a need, there will not be a raise in license fees for 2021.

Motion: to approve the dog and kennel license fees for Carroll County to remain the same for 2021, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:10 AM

**IN THE MATTER OF
LIQUOR PERMIT - NEW**

Motion: to approve a liquor permit for Leesville South Fork Marina LLC, DBA Leesville South Fork Marina located at 4131 Deer Rd. SW, Orange Township, Bowerston, Ohio 44695, with no request for a hearing, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:10 AM

Commissioner Wirkner advised that the transaction number for the permit is 5088457 which is a new request.


**IN THE MATTER OF
NOTICE TO PROCEED – COUNTRY CARPETS & FLOORING
2019 COMMUNITY DEVELOPMENT BLOCK GRANT**

Motion: to issue a Notice to Proceed to Country Carpets & Flooring of Minerva, Ohio, to install flooring for the 2019 Community Development Block Grant Friendship Center Project, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:12 AM

**IN THE MATTER OF
2019 COMMUNITY DEVELOPMENT BLOCK GRANT**

 9:12 AM


Commissioner Wirkner advised that the Friendship Center is having flooring installed in the main dining area, halls, kitchen, three restrooms, recreation area, two offices and the vestibules.

**IN THE MATTER OF
CLERK'S REPORT
CARROLL COUNTY CARES ACT SMALL BUSINESS ASSISTANCE GRANT**

 9:13 AM


Christopher Modranski, Clerk advised that the Carroll County CARES Act Small Business Grant Agreement has been approved by the Prosecutor, and there are 19 applications that are currently under review. Mr. Modranski stated that he plans to announce awards next Thursday. Mr. Modranski advised that there is a three-person committee scoring the applications. The members of the committee are Natalie Witts from the Auditor's Office; Kate Offenberger, DJFS Director; and Mr. Modranski.

**IN THE MATTER OF
CLERK'S REPORT**

 9:13 AM


Christopher Modranski, Clerk advised that the Ohio Department of Transportation (ODOT) is currently striping the newly paved areas in the Village of Carrollton and along State Route 43 going north. After ODOT has finished painting, they will install reflectors in the pavement.

**IN THE MATTER OF
CLERK'S REPORT**

 9:13 AM


Christopher Modranski, Clerk advised that the Friendship Center recently held a root beer stand in the parking lot for their residents last Friday. Mr. Modranski advised that there was a DJ playing 50's music, and staff and volunteers dressed in attire from the 50's and delivered food and drinks to seniors in their cars. Mr. Modranski advised that the Friendship Center set up two different times that day to ensure all seniors could participate. Mr. Modranski thanked the staff at the Friendship Center for this unique event.

**IN THE MATTER OF
2021 BUDGET**

 9:17 AM

Commissioner Wirkner advised that there is a clearer picture of the 2021 Budget and asked Commissioner Ohler to provide an update on the budget. Commissioner Ohler advised that he has been working closely with the Auditor’s Office. Commissioner Ohler advised that there is a reduction of anticipated receipts and he does not see any increase in receipts because most of the revenue has been collected and accounted for in the budget such as property taxes. Commissioner Ohler advised that he anticipates an additional \$930,000.00 in sales tax revenue for the rest of this year. Commissioner Ohler estimates that there will be a shortfall in the 2021 Budget in amount of \$900,000.00. This will depend on what percentage of 2020 receipts that the Auditor’s Office will certify. Commissioner Ohler advised that the Auditor has always been conservative on what they will certify. Commissioner Ohler advised that revenue received that exceeds that certification will go towards the carry-over for the next year’s budget. Commissioner Ohler advised that the \$900,000.00 shortfall estimate is based on a 90% certification from the Auditor’s Office. Commissioner Ohler advised that if there is an 80% or 85% certification the shortfall will increase. Commissioner Ohler advised that there will be a shortfall for next year’s budget that will result in a \$1 million reduction in next year’s requests. Commissioner Wirkner advised that there is an estimated \$300,000.00 in unappropriated funds, which compared to a \$9.5 million budget is very modest. Commissioner Wirkner asked if that is enough to carry the county through. Commissioner Ohler advised that in a normal year, that amount should be enough. Commissioner Ohler advised that it will depend on what the receipts for 2021 look like. Commissioner Ohler advised that when he first came on as a Commissioner, the county had no unappropriated funds that could be used for emergencies. Commissioner Ohler advised that he feels confident the county can move forward without a shortfall in the 2021 Budget.


**IN THE MATTER OF
EMERGENCY MANAGEMENT AGENCY**

 9:23 AM


Tom Cottis, Emergency Management Agency Director appeared before the Board to provide an update on the weather station. Mr. Cottis advised that his office contacted the Federal Aviation Administration (FAA) yesterday and have been advised that the county’s application is in final review process. Mr. Cottis advised that until the county receives that approval from the FAA, the project cannot move forward. The equipment has been set up and is ready to be implemented once the county receives the approval from the FAA. Commissioner Ohler asked what is the hold up at the FAA. Mr. Cottis advised that he was told by the FAA that they were short staffed due to the COVID-19 pandemic. Commissioner Wirkner asked when the county should start applying pressure on the FAA. Mr. Cottis advised that should happen today. Mr. Cottis advised that he and Commissioner Wirkner should meet with U.S. Representative Bill Johnson after the Zoom meeting tomorrow to seek his support to get this project moved forward. Mr. Cottis advised that he has retained all of the EMA’s communication with the FAA and can present it to Representative Johnson. Commissioner Wirkner advised that would be a perfect time to speak with Representative Johnson.

**IN THE MATTER OF
PAYMENT OF BILLS**

Motion: to approve bills submitted for payment in the amount of \$163,599.18 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 Vice President Jeffrey L. Ohler; NEY: None; ABSENT: Commissioner Lewis A. Mickley; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.
Motion carried on unanimous vote.


 9:26 AM

**IN THE MATTER OF
PAYMENT OF BILLS WITHOUT PRIOR CERTIFICATION:
REVISED CODE 5705.41**

 9:27 AM


Commissioner Wirkner advised that the bills without prior authorization are included in the amount of the bills that was previously mentioned.


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: Carson’s NAPA, \$497.88; D & D TV, \$450.00; Huntington National Bank, \$599.80; Huntington National Bank, \$3,389.93; Huntington National Bank, \$402.17; SeverSIM, \$12,995.00; & Huntington National Bank, \$2,505.81.
DJFS: Jefferson Co Comm Action, \$6,550.69; Kathleen Kendal, \$1,080.00; Dennis Rowbotham, \$2,922.00; Lighthouse Family Center, \$400.00; Carroll Co Messenger, \$100.00; Landon Kamban, \$800.00; & Kathleen Kendall, \$6,162.50.
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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.
Motion carried on unanimous vote.

 9:27 AM


IN THE MATTER OF EXECUTIVE SESSION

Motion: to enter into Executive Session per ORC 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action, **Action:** Upon the call of the roll, 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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.

 9:28 AM


The Board reconvened with no action taken at  9:42 AM .

IN THE MATTER OF PROSECUTOR – GOLDCAMP ESTATE


 9:42 AM

Commissioner Wirkner advised that the Board had asked the Prosecutor to develop a claim regarding a trust that has set money aside for a Catholic orphanage in the county. Commissioner Wirkner advised that Franklin County has placed a claim on those funds as well. Commissioner Wirkner advised that the Board believes the money was intended for Carroll County and should remain in Carroll County. Commissioner Wirkner advised that a superior claim has been filled from St. John’s Villa in Carrollton. Commissioner Wirkner advised that with this superior claim, the Board will withdraw their claim because the money will stay in the county.

Motion: to allow the Prosecuting Attorney to withdraw the Board’s claim in favor of the claim filed by the St. John’s Villa in the PNC Bank v. St Thomas Catholic Church, case number T19953005A, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner. Motion carried on unanimous vote.


 9:45 AM

IN THE MATTER OF EMERGENCY MANAGEMENT AGENCY

 9:45 AM

Commissioner Wirkner advised that the Health Department was unable to provide their weekly update. Commissioner Wirkner asked Tom Cottis, EMA Director if there has been satisfactory communication between EMA and the Health Department. Mr. Cottis advised that there are some additional steps that are needed to better share information between the two offices. Commissioner Wirkner asked if there is any information that has come from these meetings that could be shared. Mr. Cottis advised that EMA will become more involved with the safety protocols at the schools as the number of cases of COVID-19 increase in the schools. Mr. Cottis advised that the schools are still safe, but there is some fine tuning needed in the safety protocols. Mr. Cottis advised the EMA will be involved with the four larger school districts (Carrollton, Malvern, Conotton Valley, and Carroll Hills) and their emergency drills. Mr. Cottis advised that there has been guidance issued by the State Fire Marshall’s Office. Commissioner Wirkner asked for an update on Devin Herrington’s, EMA Deputy Director professional development. Mr. Cottis advised that Mr. Herrington has completed his professional development series by using online courses. Mr. Cottis advised that there are additional courses, but they are in-person only and have been delayed.

IN THE MATTER OF RESIDENT QUESTION


 9:49 AM

Christopher Modranski, Clerk advised that a Facebook viewer asked if Commissioners can’t meet in-person, why do schools have no choice but to meet in-person. Commissioner Wirkner advised that, at the moment, he and Commissioner Ohler are in the meeting room but are more than six feet apart. Mr. Modranski advised that the Board has been meeting remotely because the meeting room is not large enough for all three commissioners to meet while social distancing. The only reason they were able to do so today was because one commissioner was absent. Mr. Modranski advised that the schools are following the Health Department guidelines. Tom Cottis, EMA Director advised that the students have a choice. They can meet in-person or virtually. In regards to the recent decision by Carrollton Schools to work remotely for one week, Mr. Cottis advised that was a decision made by the local school board. The county has no control over the school board.

IN THE MATTER OF ADJOURN

Motion: to adjourn, **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** Vice President Jeffrey L. Ohler, **Seconded by** President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:49 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
/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
Absent
Lewis A. Mickley, Commissioner