



Present: President Robert E. Wirkner, Vice President Jeffrey L. Ohler and Commissioner Christopher R. Modranski.
Also present to observe: Carol McIntire, Carroll County Messenger & Nancy Schaar, Free Press Standard.

**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
ROLL CALL / BOARD MEETING ATTENDANCE**

 9:02 AM

Commissioner Modranski: Present; Commissioner Ohler: Present; Commissioner Wirkner: Present

**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 Monday, August 30, 2021 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Christopher R. Modranski, **Seconded by** Vice President Jeffrey L. Ohler.

Motion carried on unanimous vote.

 9:03 AM


**IN THE MATTER OF
EXPENSES**

Motion: to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Sonja G. Trbovich, Director	Transit	TAC Meeting	New Philadelphia, OH	9/15/21	\$34.00

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

Motion carried on unanimous vote.

 9:04 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	Unemployment	0001-A001-A13.000	Official Bonds	0260-A014-A05.000	\$646.00

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

Motion carried on unanimous vote.


 9:04 AM

**IN THE MATTER OF
EMA – GRANT UPDATE**

 9:05 AM

Tom Cottis, EMA Director appeared before the Board to advise that the EMA received a grant from Encino Energy. Mr. Cottis advised that the grant came in the form of tables, chairs and office equipment. Mr. Cottis advised that value of the donated furniture and equipment totaled \$11,310. Mr. Cottis advised that the furniture and equipment has been delivered with the help of Devin Herrington, EMA Deputy Director and Kevin Ayers, Health Department Sanitarian in Training. Mr. Cottis thanked Bill Newell for use of his trailer to haul the new furniture and equipment and the Health Department for the use of their truck to haul the trailer. Mr. Cottis advised that his office is working to get new equipment placed and to remove the older, out-of-date equipment. Mr. Cottis thanked Encino for the donation.

**IN THE MATTER OF
EMA – EMERGENCY EQUIPMENT**

 9:07 AM


Tom Cottis, EMA Director appeared before the Board to provide an update on a recent donation. Mr. Cottis, advised that his office received a donation from the Williams Company. Mr. Cottis advised that the Williams Company originally issued a check back in 2019. Mr. Cottis advised that his office received a call asking why the check was never cashed. Mr. Cottis advised that his office

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never received the check. After doing some research it was found that the donation was sent to the old EMA address at fairgrounds. Mr. Cottis advised that the amount of the check was \$5000. Mr. Cottis advised that the donation is for the purchase of emergency equipment. Mr. Cottis advised that he would like to purchase two thermal cameras at a cost of around \$2,000 per camera. Mr. Cottis advised that these cameras can be used when inspecting a gas tank. The cameras can also be used to assist fire departments to check for hot zones. Mr. Cottis advised that he would also like to purchase gas monitors for himself and Devin Herington, Deputy EMA Director. Mr. Cottis advised that the cost for each monitor is around \$600 to \$700. Mr. Cottis advised that the grant should cover the purchase of those four pieces of equipment. Mr. Cottis thanked the Williams Company for the donation.

Motion: to approve purchase of two thermal cameras and two gas monitors, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Christopher R. Modranski, **Seconded by** Vice President Jeffrey L. Ohler. Motion carried on unanimous vote.


 9:09 AM

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

 9:10 AM


Tom Cottis, EMA Director appeared before the Board to provide an update on the recent rainfall from Hurricane Ida. Mr. Cottis advised he spoke with the National Weather Service (NWS) who advised that the remnants from Hurricane Ida would miss Carroll County. Mr. Cottis advised wasn't the case. Mr. Cottis advised that the weather station recorded 1.86 inches of rain in one hour. The county received more rain than what was anticipated. Mr. Cottis advised that most of the heavier rain stayed south of the county with some that went north of the county as well. Mr. Cottis advised that there was some surface flooding, but most of the waterways are now back to their boundaries. Commissioner Wirkner asked if there is a user-friendly app for residents to use access the weather station. Mr. Cottis advised that his office is working with Inspiron Logistics who handles the county's reverse call-back system. Mr. Cottis advised that the cost is more than what was expected. Mr. Cottis advised that he is working with Inspiron Logistics to provide the app free for Carroll County residents which may require the EMA to cover the costs. Mr. Cottis advised that combining the annual user fees from the app with the reverse call-back system would increase the annual cost by \$1,400. Mr. Cottis advised that there are some improvements he would like to see made. Commissioner Wirkner stated that there needs to be an app for residents that is easy to use and free to use. Mr. Cottis advised that the weather station did provide valuable information from the last storm. Commissioner Wirkner asked for an update on the Storm Ready Certification. Mr. Cottis advised that the county needs to look into some grants for the purchase of five warning sirens and the master board to control the sirens. Mr. Cottis advised that the radios for schools and churches should be covered by a grant that he had applied for. Mr. Cottis is just waiting for confirmation. Mr. Cottis advised that the Storm Ready plan is in place; the only need is funds for the warning sirens.

**IN THE MATTER OF
MEDIA**

 9:16 AM


Carol McIntire, Carroll County Messenger asked if cost for the thermal cameras was the total cost or cost per thermal camera. Tom Cottis, EMA Director answered the cost is \$1,800 per thermal camera.

**IN THE MATTER OF
PROCLAMATION
SEPTEMBER – GRANDPARENT AND KINSHIP MONTH**

 9:17 AM

Lisa Winkler, Kinship Navigator for OhioGuidestone and Cheri Miller, Social Service Supervisor appeared before the Board to request a proclamation declaring September as Grandparent and Kinship Month in Carroll County. Commissioner Wirkner read the proclamation.

Motion: to proclaim September as Grandparent and Kinship Month in Carroll County, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.

 9:19 AM

Ms. Winkler advised that she provides Kinship Navigation services for Carroll County through OhioGuidestone. Ms. Winkler advised that she works with Kate Offenberger, Job and Family Services Director to set up the Kinship Navigation program. Ms. Winkler stated that she feels privileged to work with grandparents and other family members who have stepped up to raise children. Ms. Winkler advised that from 2009 to 2018, Carroll County has had a 78% increase in just grandparents who raise their grandchildren. The state only had a 6% increase. Ms. Miller advised that Kinship Navigation is part of Prevention, Retention and Contingency (PRC) plan. Services for Kinship Families include counseling, assistance with rent, utilities and necessary household items and clothing, transportation and assistance with legal custody and childcare services. Ms. Miller advised that the Ohio Works First program helps Kinship Families with cash assistance. The Kinship Permanency Incentive program is a small amount of money that is disbursed every 6 months for 48 months. Ms. Miller advised that this can be used for clothing or other needs for the children. The income eligibility for this program is 300% of the poverty level. Ms. Miller advised that the plan to increase awareness includes articles in the newspaper that will feature the proclamation, information of available PRC programs, information about the Kinship Navigation program and finally an article featuring a family that discusses the issues of the generational gap between grandparents and

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grandchildren. Commissioner Wirkner advised that the Commissioners' Office can put information on their website. Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that the Commissioners' Office can put information on the Board's Facebook page. Ms. Miller provided a handout to share.

**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 Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.

 9:26 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: Ohio Association of Probate Judges, \$200.00; Huntington Billboards, \$270.00; Huntington Billboards, \$2,930.00; Johnson Controls Security Solutions, \$2,97.32; Ace Hardware, \$6,510.59; & McFadden, \$751.00.

DJFS: Zashin & Rich, \$390.00; Salineville Ohio & Supply, \$665.28; John Davis, \$550.00; & Carrollton Crest Apt, \$804.00.

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


 9:26 AM

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

 9:26 AM

Commissioner Wirkner advised that Cason Leggett, Dog Warden filed his report for the month of August. His report reflects that there were 26 dogs impounded, 12 adopted out, 3 redeemed, 0 euthanized, 3 citation(s) for no license, and 3 citation(s) for running at large.

**IN THE MATTER OF
MONTHLY REPORT – AUGUST
SHERIFF'S OFFICE**

 9:27 AM


Commissioner Wirkner advised Sheriff Dale R. Williams filed his report for the month of August 2021 showing 1,444 meals served and 140 washes completed. A copy is on file in the Commissioners' office.

**IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)**

Motion: to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:

1. Michele Barnowski for a driveway, Brass Rd (CR 36), Rose Township;


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

 9:28 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 Clay Rd (CR 69) in Rose 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, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.


 9:29 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT****MEMORANDUM OF UNDERSTANDING - JOB AND FAMILY SERVICES, PROSECUTING ATTORNEY & SHERIFF**

Motion: to approve a Memorandum of Understanding between The Carroll County Department of Job and Family Services, The Carroll County Prosecuting Attorney, and The Carroll County Sheriff, for the hiring of a Secret Service Officer / Investigator to be employed by the County Prosecutor, effective retroactively from January 1, 2021 to December 31, 2021, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.

 9:30 AM



IN THE MATTER OF

SHERIFF'S OFFICE – BULLET PROOF VESTS 9:31 AM

Commissioner Modranski asked if this will be full reimbursement or partial reimbursement. Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that from his conversation with the sheriff's office, it is a full reimbursement. Commissioner Wirkner advised that the agreement states it is a full reimbursement.

Motion: to purchase 5 bullet proof vests for the Carroll County Sheriff's deputies in the amount of \$5,359.50 which will be reimbursed by Ohio Law Enforcement Body Armor Grant Program, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski.



Motion carried on unanimous vote.

 9:31 AM**IN THE MATTER OF
COMMISSIONERS' OFFICE – PART TIME ASSISTANT CLERK II** 9:31 AM

Commissioner Modranski advised that he and Melissa N. Schaar, Clerk interviewed three applicants on Tuesday, August 31, 2021. Commissioner Modranski advised that he and Ms. Schaar had a discussion on Wednesday and narrowed the applicants down to two. After further discussion, an applicant was chosen. Commissioner Modranski advised that he is recommending the hiring of April Mayle, for 25 hours per week, at the rate of \$14.00 per hour, which is the typical starting rate for this position. Commissioner Modranski advised that there will be a six-month probation period. Commissioner Wirkner asked Ms. Schaar for her thoughts on Ms. Mayle. Ms. Schaar advised that she feels Ms. Mayle will be an asset to the office. Ms. Mayle has plenty of office experience in the medical field, and is used to dealing with people, documents and computers. Ms. Schaar advised that Ms. Mayle has a very calm demeanor and is very nice. Ms. Schaar advised that she feels that the office will get along well with Ms. Mayle. Commissioner Wirkner advised that from his review of the applicants, there was a nice pool of qualified applicants to choose from. Commissioner Ohler asked when Ms. Mayle will be starting. Commissioner Modranski advised that Ms. Mayle needs to submit her two weeks' notice, and her first day in the office is expected to be Friday, September 17, 2021.

Motion: to hire April Mayle of Carrollton as the part-time Assistant Clerk II at a rate of \$14.00 per hour, for 25 hours per week, with a 6-month probation period, and a performance-based raise to be discussed at the end of the probation period, as recommended by Commissioner Christopher R. Modranski, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.


 9:34 AM**IN THE MATTER OF
COVID-19 UPDATE** 9:35 AM

Commissioner Wirkner advised that he received an update from Kelly Englehart, Carroll County General Health District Commissioner. Commissioner Wirkner advised that the number of cases of COVID-19 is rising, including two active outbreaks in the county. Commissioner Wirkner advised that there are county employees who have either tested positive for COVID-19 or are quarantined. As of now, these employees must use sick leave, if available. Last year, the Board adopted a policy that provided 10 additional days of paid sick leave for those tested positive for COVID-19 or were quarantined. Commissioner Wirkner advised that a leadership meeting was originally scheduled for September 23rd, but is now scheduled for September 16th. Commissioner Wirkner advised that the venue has also changed from the Municipal Court to the Common Pleas Court to accommodate social distancing. The Commissioners' Office is checking with the County Commissioners Association of Ohio (CCAO) to see if the meeting can be held virtually in lieu of in-person. The Leadership Committee will discuss whether or not to extend the paid sick leave. Commissioner Wirkner advised that the original paid sick leave resolution had an expiration date that has since passed. Commissioner Wirkner advised that it should be discussed at leadership because there has been a prosecutor opinion that recommends not extending due to that there is no federal policy. Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that the original paid sick leave policy was the result of the CARES Act which require employees to offer the emergency paid sick leave. That policy has expired and there is no federal or state policy relating to emergency paid sick leave. Without a federal or state policy, the Commissioners would be establishing their own policy and set precedence that they may not want to set. Mr. Nuzzolillo advised that another issue that brought up from Auditor's office is the issue with fairness. Do employees who utilized the 10 days of paid sick leave last time receive another 10 days? If so, is it fair that employees who did not use the paid sick leave only receive 10 days instead of 20. This may be a reason why some departments may not want to offer paid sick leave again. Commissioner Wirkner advised that are employees who are currently impacted by COVID-19. The Board can enact the emergency paid sick leave retroactively and return any sick leave used. Commissioner Modranski asked if the Leadership Meeting is at 7:30 a.m. Commissioner Wirkner answered yes. Commissioner Ohler asked if the American Rescue Plan Act (ARPA) funds can be used to cover the cost of the emergency paid sick leave. Mr. Nuzzolillo answered yes, there is a provision in the act that funds can be used to deal directly with COVID-19. Commissioner Wirkner advised that the Leadership Committee should make recommendation to the Board. Commissioner Ohler asked if the Board can take action without the Leadership Committee's recommendation. Commissioner Wirkner answered yes but advised that the Leadership Committee should be involved first. Commissioner Wirkner advised that the issue needs to be discussed with the Leadership Committee first. Then if the Committee recommends the paid sick leave, then the ARPA committee can provide the

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recommendation to utilize ARPA funds to cover the cost of the emergency paid sick leave. Commissioner Modranski asked if the ARPA Committee can meet quickly. Mr. Nuzzolillo answered yes and advised that the committee needs to meet to discuss selecting a consultant. Commissioner Wirkner added that the Board can always retroactively adopt the policy.

**IN THE MATTER OF
CLERK’S REPORT**

 9:45 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that the courthouse will be closed Friday, September 3, 2021 in observance of Juneteenth, and closed on Monday, September 6, 2021 in observance of Labor Day.

**IN THE MATTER OF
CLERK’S REPORT**

 9:45 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that the flags will remain at half-staff until sunset on Friday, September 3, 2021 in honor of the life and service of Navy Hospitalman Maxton W. Soviak of Berlin Heights, Erie County, Ohio. Ms. Schaar advised that the flags are also to be at half-staff on the day(s) of his viewing and funeral, however those dates are not yet known.

**IN THE MATTER OF
CLERK’S REPORT**

 9:46 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that due to increased COVID-19 numbers in our county, the Carroll Golden Age Retreat (CGAR) will be cancelling the Open House that was scheduled for Saturday, September 4, 2021. Dawn Faulk, CGAR Superintendent has also advised that effective August 31, 2021 at 6:00 p.m., there will be no more outdoor visits. Ms. Faulk advised that they are doing the best they can to keep the residents safe and healthy.

**IN THE MATTER OF
CLERK’S REPORT**

 9:46 AM

Melissa N. Schaar, Clerk appeared before the Board to advise that beginning Wednesday, September 1, 2021 all in-house activities at the Senior Citizen’s Friendship Center have been cancelled indefinitely due to Covid-19. If anyone is in need of anything, it is recommended that they call the Friendship Center at 330.627.7017 or come through the drive-through window at the building. Tonya Myers, Friendship Center Director also announced that all home-delivered and curbside meal clients will receive a meal for today, tomorrow, and Monday. The Friendship Center will be closed from September 3, 2021 through September 9, 2021, and will reopen on Tuesday, September 7, 2021. Ms. Myers advised that their goal is to be able to continue home-delivered meals and curbside meals.

**IN THE MATTER OF
LEADERSHIP MEETING**


 9:47 AM

Commissioner Wirkner advised that one of things considered was possibly moving the Leadership meeting out to the Friendship Center where there is plenty of room to spread out, however that is no longer an option. Commissioner Wirkner advised that the Board needs to discuss the possibility of holding the Leadership meeting virtually. Commissioner Ohler stated he is okay with meeting virtually. Commissioner Modranski advised that he is okay with that as long as it is approved. Commissioner Wirkner advised that the Board does have final say, however the Board should not act contrary to what was decided by other elected officials. Commissioner Wirkner advised that the Commissioners’ Office will check with County Commissioners Association of Ohio (CCAO) to check with the possibility of holding the meeting virtually. Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that the reason why he is checking with CCAO is CORSA is holding a meeting next Friday both in-person and virtually. Mr. Nuzzolillo advised that he will check with CCAO to see if the Leadership Committee can meet in a similar fashion. Commissioner Wirkner asked if the custodial staff has the ability to sanitize the courtroom. Mr. Nuzzolillo answered that they do have the Clorox 360 spray to sanitize the courtroom and have been sanitizing the entire courthouse since the beginning of the pandemic.

**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 Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Jeffrey L. Ohler, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.

 9:50 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/ Melissa N. Schaar

Melissa N. Schaar, 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

/s/ Christopher R. Modranski

Christopher R. Modranski, Commissioner