



**Present:** President Robert E. Wirkner, Vice President Jeffrey L. Ohler, and Commissioner Christopher R. Modranski.  
**Also present to observe:** Nancy Schaar, Free Press Standard.

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

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**


 9:04 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 Thursday, December 16, 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.

 9:04 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)
Kate Offenberger, Director Jennifer Burns, Program Administrator	JFS	Area 16 COG Meeting	Cadiz, OH	Retroactive to 12/17/21	-0-

**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.

 9:05 AM


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

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


FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
10000	Tools & Equipment	10000-11001-54440	Supplies-Computer	10000-11001-54420	\$2,950.00
20000	Salaries-Employees	20000-21300-50021	Salaries-Employees	20000-21300-50020	\$2,046.40
10000	Transcripts	10000-12130-52004	Transcripts	10000-12130-52001	\$224.58
10000	Contract	10000-12130-53300	Travel	10000-12130-52050	\$1,000.00
21239	Supplies	21239-12130-54400	Equipment	21239-12130-54440	\$1,000.00
10000	Contract	10000-12132-53300	Supplies	10000-12132-54400	\$1,500.00
10000	Equipment	10000-11180-54440	Supplies	10000-11180-54400	\$216.05
10000	Contract Services	10000-11180-53300	Supplies	10000-11180-54400	\$608.70
10000	Travel	10000-11180-52050	Supplies	10000-11180-54400	\$507.32
10000	Advertising	10000-11180-53325	Supplies	10000-11180-54400	\$202.00
10000	Salaries-Clerks	10000-11180-50021	Supplies	10000-11180-54400	\$3,000.00
20000	Salaries-Employees	20000-21300-50021	Salaries-Employees	20000-21300-50020	\$2,046.40

**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.

 9:07 AM

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

 9:08 AM

Cason Leggett, Dog Warden, filed his report for the week of December 12, 2021 to December 18, 2021 showing 4 dogs impounded, 2 adopted out, 1 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.


**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. Gregory Macri for a driveway at the intersection of Bluebird Rd (CR 34) and Citrus Rd (CR 68), Brown 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.


 9:09 AM

**IN THE MATTER OF  
APPOINTMENT – CHRISTOPHER MODRANSKI  
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs) COMMITTEE**

**Motion:** to appoint Commissioner Christopher R. Modranski to the Comprehensive Economic Development Strategy (CEDs) Committee for a term of one year beginning January 1, 2022 through December 31, 2022, **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** President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:09 AM

**IN THE MATTER OF  
APPOINTMENT – CARROLL COUNTY VOLUNTEER PEACE OFFICERS' DEPENDENTS FUND BOARD**

**Motion:** to appoint Dale R. Williams, Carroll County Sheriff, and Tim Timberlake, Carrollton Police Chief, to the Carroll County Volunteer Peace Officers' Dependents Fund Board for a term of one year beginning January 1, 2022 to December 31, 2022, **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.


 9:10 AM

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

 9:10 AM


Melissa N. Schaar, Clerk advised that the flag box by the security station is now full. Ms. Schaar advised that she will contact the VFW to schedule a drop off for the flags so they may be disposed of properly.

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

 9:11 AM


Melissa N. Schaar, Clerk advised that Nancy Schaar, Free Press Standard judged the ugly sweater contest last Friday. Melissa Schaar advised that the winners of each category will win a \$5 gift card from either Jimmy's Backyard BBQ, Carroll County Coffee Company or Donna's Deli. Nancy Schaar advised that the winner of the best homemade sweater category was Commissioner Wirkner. The winner of the ugliest sweater was Stacy Taylor from the Auditor's Office. The winner of the glitziest sweater was Diane Wirkner from the Map Office. Commissioner Wirkner advised that he will give back his gift card so that it may be given to someone else.

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

 9:13 AM


Melissa N. Schaar, Clerk advised that Carol McIntire, Carroll Count Messenger judged the door decoration contest at the Courthouse. Ms. Schaar advised that the winner of the best Carroll County themed category was the Commissioners' Office. The winner of the most creative door – door only category was the Probate – Juvenile Court. The winner of the most creative door – door and surrounding area category is the Board of Elections. Ms. Schaar advised that pictures of all the doors are on the Commissioners' Facebook page. Ms. Schaar advised that each winner will receive a \$12 gift card to Jimmy's Pizzeria which is enough for a large one-topping pizza.

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

 9:15 AM

Melissa N. Schaar, Clerk advised that the Commissioners' Office had a trivia contest, and one winner will be drawn from the entries with correct answers. The winner was Nicole Mickley who will receive a \$5 gift card to Betty Kaye's Bakery. Because Commissioner Wirkner donated his gift card back, a second winner will be drawn. That winner was Deputy Jeff Tipton.

**IN THE MATTER OF  
2022 BUDGET**


 9:18 AM

Commissioner Wirkner advised that there needs to be a discussion on the 2022 Budget and asked if the Board would like to discuss the budget now or recess until 1:30 p.m. Commissioner Ohler advised that it would be best to recess until 1:30 p.m.

**IN THE MATTER OF  
TEMPORARY RECESS**

**Motion:** to temporarily recess, **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.


 9:19 AM

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Board members reconvened at  1:31 PM.

**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.

 1:32 PM

**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 Industrial Filter Products, \$573.40; Canton Sterilized Wiping Cloth Co Inc, \$93.00; American Electric Power, \$459.13; Huntington National Bank, \$11.33; Independence Business Supply, \$3,000.62; Huntington Bank, \$1,334.00; Family Office Equipment Inc, \$925.00; Ohio Health Consortium \$92.75; PNC Bank, \$366.83; Chappell & Zimmerman, \$1,660.00; Postmaster, \$100.00; & Mathew Bender & Company Inc, \$3,075.15.


**DJFS:** Redemption Inc, \$8,784.66, Dean’s Mobile Supply, \$998.89; Shepherd, Sara, \$1,055.00; Riffle, Robert & Crista, \$14.85; Wallace, Laura, \$1,400.00; Journey Home Foster Care, \$13,178.00; Samuell, Kirby \$57,92; Stark County Treasurer, \$7,220.16; Suburban Propane, \$552.79; BHC Belmont Pine Hospital Inc, \$10,710.00; George Junior Republic in Pennsylvania, \$9,989.00; Samuell, Kirby, \$142.08; Shepherd, Sara, \$1,050.00; & Weaver, Deborah, \$400.00.

**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.

 1:33 PM

**IN THE MATTER OF  
2022 BUDGET – WORK SESSION**

 1:33 PM

The Board reviewed the 2022 budget by each department line. Commissioner Ohler advised that the Commissioners - Employees’ salary line is higher next year due to the addition of the part-time assistant clerk. The loan payment line of the first page should be excluded because the Health Department loan has been consolidated into the bond loan payment which is in the transfers out line. This will reduce the budget by \$24,000. Commissioner Wirkner asked if additional funds were needed for the airport grant line. Commissioner Modranski advised that the Airport Authority Board would like to hire a full-time Airport Manager at a salary of around \$48,000. The Airport Authority Board would also like to purchase land to solve the tree issues which is also around \$48,000. Commissioner Oher advised that currently \$10,000 has been appropriated to the airport grant line. Commissioner Wirkner advised that the goal is to have the EMA director take on the Airport Manager duties. Commissioner Modranski advised that the Airport Authority Board would like the Airport Manager become an employee of the county. Commissioner Ohler advised that depending on anticipated revenues, there may be a need for a grant to Victims Assistance. Commissioner Ohler advised that the increase in the buildings and grounds employees’ salary line is more than 3%. Commissioner Ohler asked if the Board wishes to have a discussion with that department head. Commissioner Modranski stated that an explanation for the reason would be sufficient. Commissioner Wirkner agreed. Commissioner Modranski advised that he will speak with the department head. Commissioner Ohler advised that there is an increase in the contract services for one department. Commissioner Wirkner stated an explanation is warranted. Commissioner Ohler advised that he will speak with that department. Commissioner Ohler advised that there is a department that has a lower request than the previous year. Commissioner Modranski advised that may be due to that department having an employee retire and losing another employee due to the pandemic that wasn’t replaced. Commissioner Wirkner advised that he feels there may be some departments that require a hearing. Commissioner Wirkner stated to have each Commissioner talking to

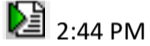
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certain departments and then have to report to the Board is inefficient. Instead of this, the Board should hold hearings. Commissioner Ohler feels it is best to discuss with the department head first and then schedule a hearing if there is an issue. Commissioner Modranski agreed with Commissioner Ohler. Commissioner Ohler advised that one department had a 13% increase compared to previous years. Commissioner Wirkner advised that he will speak with that department. Commissioner Ohler advised that one department’s salary line may need looked at. Commissioner Modranski asked if that line is governed by the Ohio Revised Code (ORC). Commissioner Ohler stated he believes the ORC only applies to the department head. Commissioner Ohler advised that he will speak with that department. Commissioner Wirkner advised that there has been a request from another Board for a substantial grant. Commissioner Ohler advised that will depend on anticipated revenue. At this time, the Board cannot commit to such a large request. Commissioner Modranski agreed that the county must be able to make sure it can operate for the year before granting such a large amount. Commissioner Wirkner asked about the parking lot fund. Commissioner Wirkner asked if the \$14,000 spent out of that fund in 2021 was only for snow and ice control. Commissioner Modranski advised that 2021 was higher than any year that he can remember for snow and ice control. Melissa N. Schaar, Clerk agreed. Commissioner Wirkner asked if the increase in another department’s salary line is 3%. Commissioner Ohler advised that he will check with that department. Commissioner Modranski asked when the Board should have their discussions with their respected departments completed. Commissioner Wirkner suggested they should have these discussions and report their findings by December 30, 2021. Commissioner Ohler suggested that the discussions should be completed by next Monday, December 27, 2021. Commissioner Ohler advised that the current carryover is just over 1% of the budget and asked what number should the Board target. Commissioner Wirkner stated the number should be no less than 4%. Commissioner Ohler stated that is not a realistic number. Commissioner Ohler stated he would like to see a robust unappropriated fund. Commissioner Wirkner agreed.

**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.



**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