



**Present:** President Christopher R. Modranski and Vice President Robert E. Wirkner **Absent:** Commissioner Donald E. Leggett II.  
**Also present to observe:** Thomas Clapper, Carroll County Messenger and Georgette Huff, Free Press Standard.

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:01 AM


Commissioner Modranski 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 Leggett: Absent; Commissioner Wirkner: Present; Commissioner Modranski: Present

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**


 9:01 AM

April D. Mayle, Assistant Clerk II 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, November 20, 2023, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:02 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	Attorney Fees	10000-12170-52001	Other Expenses	10000-12170-56090	\$1,000.00
10000	Juror Fees	10000-12170-52002	Supplies	10000-12170-54400	\$1,500.00
10000	Witness Fees	10000-12170-52003	Supplies	10000-12170-54400	\$500.00
10000	Supplies & Mat.	10000-21200-54400	Tools & Equip	10000-21200-54440	\$5,000.00
20011	Contract Services	20011-21200-53300	Supplies & Mat.	20011-21200-54400	\$90.00
10000	Tools & Equip.	10000-12170-54440	Other Expenses	10000-12170-56090	\$2,775.44
20000	Perm. Imp.	20000-21300-55055	Contract Services	20000-21300-53310	\$1000.00

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


Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF  
ESTABLISH NEW FUND**

**Motion:** to establish a new fund titled 21203 – Water Pollution Control Loan FY23; no approval is necessary from the State Auditor, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.


Motion carried on unanimous vote.

 9:02 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 Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:03 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:** PNC Bank, \$328.73; Johnson Control Security Solutions, \$885.75.


**DJFS:** None.

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

Motion carried on unanimous vote.

 9:03 AM

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

 9:03 AM


Cason Leggett, Dog Warden, filed his report for the week of November 12, 2023 to November 18, 2023 showing 9 dogs impounded, 5 adopted out, 0 redeemed, 0 euthanized, 0 citation(s) for no license, and 1 citation(s) for running at large. Warden Leggett also filed his report for the week of November 19, 2023 to November 25, 2023 showing 4 dogs impounded, 0 adopted out, 1 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF  
RUMA AGREEMENT – IRWIN CR HAR  
EAP OHIO, LLC**

**Motion:** to approve a Road Use Maintenance Agreement (RUMA) by and between the Board of Commissioners and EAP Ohio, LLC to commence use of 0.66 miles of TR 147A (Folsam Road) for the purpose of ingress to and egress from the Irwin CR HAR for traffic necessary for the purpose of construction and completion operations at the Irwin CR HAR in Center Township and Harrison Township. Commissioner Modranski advised that all township trustees signed off, **Action:** Vote was recorded as follows: YEA:

President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:05 AM


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

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

- 1. Bill Davis for a driveway at 6330 Calvary Rd (CR 60), Loudon Township;

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


Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF  
APPOINTMENT  
CARROLL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

**Motion:** to re-appoint Katelyn Bailey to the Carroll County Board of Developmental Disabilities for a term of four years from January 1, 2024 to December 31, 2027, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:06 AM


**IN THE MATTER OF  
JFS – VARIOUS CONTRACTS**

**Motion:** to approve the following contract for Job and Family Services as recommended by Kate Offenberger, Director:

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
Eastern Gateway Community College	10/1/23-9/30/24	\$96,675.00	Adult Education and Workplace Training	Service	Renewal	11/15/23

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


Motion carried on unanimous vote.

 9:07 AM


**IN THE MATTER OF  
2022 WATER POLLUTION CONTROL LOAN FUND  
FINAL EXHIBIT**

**Motion:** to approve the Water Pollution Control Loan Fund Final Exhibit with a final disbursed amount of \$150,000.00 for the 2022 Household Sewage Treatment System (HSTS) Repair Program, and authorize the Board President to sign same, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.


 9:07 AM

**IN THE MATTER OF  
CLERK’S REPORT**

 9:08 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that Governor DeWine has ordered the flags to be lowered in honor of the lives of Concord-Green Fire Chief Ralph Stegbauer and Fire Captain Jeffery Skaggs. The flags will remain at half-staff until sunset on the day of their funerals. Ms. Schaar advised that this flag lowering will run concurrently with the flag lowering to honor former First Lady Rosalynn Carter, which is in effect until sunset on November 29, 2023.

**IN THE MATTER OF  
CLERK’S REPORT**

 9:08 AM


Melissa N. Schaar, Clerk appeared before the Board to remind viewers that Minerva will be holding their Christmas Parade and Downtown Wonderland celebration on Saturday, December 2, 2023 from 3:00 p.m. to 6:00 p.m. Everyone is invited to be a part of the parade! The theme this year is Polar Express. Contact the Minerva Chamber office at 330.866.7979 or email [denise.freeland@minervachamber.org](mailto:denise.freeland@minervachamber.org) to sign up. Ms. Schaar advised that the parade information has been pinned to the top of the Commissioners’ Facebook page.

**IN THE MATTER OF  
11/20/23 MINUTES**

 9:09 AM

Commissioner Wirkner commended the clerks for the good job done on last week’s minutes.

**IN THE MATTER OF  
MEDIA**


 9:09 AM

Georgette Huff, Free Press Standard asked who the flag lowering was in honor of and if the clerk could spell their names. Melissa N. Schaar, Clerk advised that the flag lowering was in honor of the lives of Concord-Green Fire Chief Ralph Stegbauer and Fire Captain Jeffery Skaggs. Commissioner Modranski asked if they were killed in the line of duty. Ms. Schaar advised that there was an incident.

**IN THE MATTER OF  
ADJOURN**

**Motion:** to adjourn, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Vice President Robert E. Wirkner; NEY: None; ABSENT: Commissioner Donald E. Leggett II; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:10 AM

**PREPARED BY:**

/s/ April D. Mayle  
April D. Mayle, Assistant Clerk II

**We hereby certify the foregoing to be true and correct.**

/s/ Melissa N. Schaar  
Melissa N. Schaar, Clerk  
/s/ Christopher R. Modranski  
Christopher R. Modranski, President

**BOARD OF COMMISSIONERS OF CARROLL COUNTY**

/s/ Christopher R. Modranski  
Christopher R. Modranski, President  
/s/ Robert E. Wirkner  
Robert E. Wirkner, Vice President  
/s/ Donald E. Leggett II  
Donald E. Leggett II, Commissioner