



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

**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: Present; Commissioner Wirkner: Present; Commissioner Modranski: 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, November 27, 2023 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.  
 Motion carried on unanimous vote.


 9:02 AM

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

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

FUND	NAME	CODE	AMOUNT
40041	Contract Services	40041-31366-53300	\$171,000.00
80278	Workers Comp Fund	80278-99999-51080	\$140,860.00
10000	Transfer Out	10000-81280-59200	\$50,000.00
21203	Contract Services	21203-11001-53300	\$50,000.00
20710	Salaries	20710-51400-50020	\$60,000.00
20710	OPERS	20710-51400-51070	\$25,000.00
20710	Supplies	20710-51400-54400	\$5,000.00
20710	Transportation Supplies	20710-51400-54408	\$2,000.00
20715	Medical Insurance	20715-51400-51100	\$5,500.00

**Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.  
 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	Contract Services	10000-21165-53300	Travel	10000-21165-52050	\$28.00
10000	Other Expenses	10000-21550-56090	Salaries	10000-21551-50020	\$21,641.36
10000	Other Expenses	10000-21550-56090	PERS	10000-21551-51070	\$2,730.37
10000	Other Expenses	10000-21550-56090	Medicare	10000-21551-51070	\$312.94
10000	Other Expenses	10000-21550-56090	Repairs	10000-21550-53430	\$1,400.00
10000	Other Expenses	10000-21550-56090	Contract Services	10000-21550-53300	\$4,000.00
10000	Repairs	10000-11001-53430	Prof & Tech Serv	10000-11001-53340	\$2,880.00
10000	Salaries	10000-21200-54400	Health Insurance	10000-21200-51100	\$45,000.00
10000	Clerks/Judges	10000-11180-50021	Equipment	10000-11180-54440	\$5000.00

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

 9:02 AM


**IN THE MATTER OF  
TRANSFER OF FUNDS**

**Motion:** to approve the following transfer of fund(s):


<u>FUND</u>	<u>CODE (FROM)</u>	<u>CODE (TO)</u>	<u>AMOUNT</u>
21203	10000-81280-59200	21203-11001-49800	\$50,000.00

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

Motion carried on unanimous vote.

 9:02 AM

**IN THE MATTER OF  
COMMISSIONERS' OFFICE**


 9:03 AM

Commissioner Modranski advised that the appropriations, appropriations amendments and transfer of funds are emailed to the Commissioners the night before each meeting for their review.

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

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:** Gardiner Service Co, \$535.50; Myers, James, \$3717.12; US Postal Service, \$3,205.00; US Postal Service, \$1,986.15; Griffeye Inc, \$1,995.00; The Ohio State University, \$100.00; & Interaction Insight Corporation, \$2,240.00.


**DJFS:** Key Bank, \$124.29.

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

Motion carried on unanimous vote.

 9:03 AM

**IN THE MATTER OF  
COMMISSIONERS' OFFICE**


 9:03 AM

Commissioner Modranski advised there will be no meeting on Thursday, December 7, 2023 due to the Commissioners attending the County Commissioners Association of Ohio (CCAO) Winter Conference in Columbus, Ohio.

**IN THE MATTER OF  
FROST LAW - WEIGHT REDUCTION ON COUNTY ROADS  
ENGINEER'S OFFICE**

**Motion:** to impose the Frost Law and place a 25% weight reduction on all county roads effective December 1, 2023 through May 1, 2024 as recommended by Brian J. Wise, County Engineer, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:04 AM


**IN THE MATTER OF  
RIGHT OF ENTRY**

**Motion:** to approve the following right of entry permit as recommended by Brian Wise, County Engineer:

1. To enter the property of John Campbell located at Sandy Creek in Brown Township to remove brush/trees from stream bed at bridge headwall;


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

Motion carried on unanimous vote.

 9:05 AM


**IN THE MATTER OF  
RELEASE OF PERFORMANCE BOND  
CARROLL COUNTY BRIDGE NO. PER-T374-2488 REPLACEMENT PROJECT**

**Motion:** to release the performance bond of McConnell Contracting in the amount of \$265,246.41 for the Carroll County Bridge No. PER—T374-2488 as said work is completed and the County Engineer recommends the release, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner. Motion carried on unanimous vote.

 9:05 AM


**IN THE MATTER OF  
AGREEMENT/CONTRACT  
ST. VINCENT DE PAUL SOCIETY**

**Motion:** to approve the Lease Agreement with St. Vincent de Paul Society in the amount of \$500.00 per month on a monthly basis, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: Vice President Robert E. Wirkner, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** President Christopher R. Modranski. Motion carried on unanimous vote.

 9:06 AM


**IN THE MATTER OF  
CARROLL COUNTY ANNEX BUILDING**

**Motion:** to approve and send a notice to vacate to St. Vincent de Paul Society, Carroll County Ministerial Association / Loaves & Fishes Food Pantry, and SpringVale Health Center, advising that they have 60 days to vacate the property located at 211 Moody Avenue, Carrollton, Ohio 44615, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: Vice President Robert E. Wirkner, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** President Christopher R. Modranski. Motion carried on unanimous vote.


 9:07 AM

**IN THE MATTER OF  
CHIP - SATISFACTION OF MORTGAGE**

**Motion:** to approve a Satisfaction and Release of Mortgage for Robert Battaglia’s Community Housing Impact and Preservation (CHIP) rehab in the amount of \$113,685.00, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II. Motion carried on unanimous vote.

 9:07 AM


**IN THE MATTER OF  
2023 WATER POLLUTION CONTROL LOAN FUND  
PAYMENT REQUEST FORM #1**

 9:07 AM

Commissioner Modranski advised that the amount of the payment request is \$15,868.36.


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**Motion:** to approve the Payment Request form #1 for the 2023 Water Pollution Control Loan Fund and authorize the Board President to sign same, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner. Motion carried on unanimous vote.


 9:08 AM

**IN THE MATTER OF  
DOG WARDEN  
2024 OHIO PET FUND GRANT – APPLICATION**

**Motion:** to authorize the Board President, Christopher R. Modranski to sign the 2024 Ohio Pet Fund Grant application, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II. Motion carried on unanimous vote.

 9:08 AM

**IN THE MATTER OF  
MIRTH & METER RD**


 9:09 AM

Commissioner Wirkner asked how many extensions have been granted for this project. Commissioner Modranski answered this is the second extension for time. Commissioner Wirkner asked if this is related to the East Palestine incident. Commissioner Modranski answered yes. The contractor assisted the cleanup of the East Palestine incident which has caused a delay in the billing. The project has been completed but the final invoice has not been received. The deadline extension is needed to draw funds from the grant before the grant closes.


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**Motion:** to retroactively approve a letter to the Ohio Department of Transportation requesting an extension to the Grant Agreement 36507, PID 113987, extending the date to May 31, 2024, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.


 9:10 AM

**IN THE MATTER OF  
CLERK’S REPORT**

 9:10 AM


Melissa N. Schaar, Clerk advised that Carrollton Allstate will be doing their yearly Coats for Kids distribution on Thursday, December 7<sup>th</sup> and Friday, December 8<sup>th</sup> from 9:00 a.m. to 3:00 p.m. at the Our Lady of Mercy Catholic Church banquet hall on Moody Avenue. Coats range from sizes 2T up to 2XL adult, and there will be a large variety of new hats and gloves to choose from as well. Ms. Schaar advised that the information has been shared to the Commissioners’ Facebook page.

**IN THE MATTER OF  
CLERK’S REPORT**

 9:10 AM


Melissa N. Schaar, Clerk advised that the Carroll County Health Department is hosting a National Alliance on Mental Illness (NAMI) Connection Peer Support Group for residents 18 years and older who live with mental health issues. The meetings are held on the second Wednesday of the month from 1:00 p.m. to 2:30 p.m. The next meeting will be held on December 13<sup>th</sup>. Ms. Schaar advised that the information has been shared to the Commissioners’ Facebook page.

**IN THE MATTER OF  
CARROLL GOLDEN AGE RETREAT  
MONTHLY UPDATE**

 9:13 AM

Dawn Faulk, Carroll Golden Age Retreat (CGAR) Superintendent appeared before the Board to provide the monthly update for November 2023. Ms. Faulk advised that they are welcoming church groups and school groups to sing carols and spread holiday cheer. Anyone interested in coming is to contact the CGAR office. Ms. Faulk advised that they are looking for someone to play piano for Sunday church services. Currently, they do not have someone who can play. Ms. Faulk advised that, due to upcoming retirements, they are looking for a full-time and part-time nurse aide. The Staff Christmas Party is on December 14<sup>th</sup> from 2:00 p.m. to 4:00 p.m. Ms. Faulk advised there were three new admissions November. There are 24 females and eight males for a total of 32 residents.

**IN THE MATTER OF  
CARROLL GOLDEN AGE RETREAT  
MONTHLY COST OF CARE RATE**


 9:13 AM

Dawn Faulk, Carroll Golden Age Retreat (CGAR) Superintendent and Cara Borland, CGAR Book Keeper appeared before the Board to request raising the monthly cost of care. Ms. Faulk advised that back in August 2022, it was recommended by the Board to raise the monthly rate by \$300. Raising the rate from \$2600 to \$2900. In October 2022, an audit was done on the CGAR facilities to see how they can minimize costs. However, since then, essential costs have continued to rise. Ms. Faulk advised some of those essential costs include food and non-food supplies, facility maintenance and repairs, and utilities. It was determined that CGAR needs to increase the monthly cost of care rate by \$400. This would raise the monthly rate from \$2900 per month to \$3300 per month. Commissioner Leggett stated that he understands the reason for the raise. Commissioner Wirkner stated that it seems like there is always an increase in costs of some kind.


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**Motion:** to increase the monthly cost of care at the Carroll Golden Age Retreat by \$400, making the new rate \$3,300 per month, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.

Motion carried on unanimous vote.

 9:15 AM

**IN THE MATTER OF  
BWC SAFETY GRANT**


 9:15 AM

Commissioner Leggett advised that there are some BWC Safety Grant funds that are available to the county. One of the needs at the county annex building is there is a lot of hallways in the building that will need mopped. The BWC Safety Grant funds can be used to purchase a walk-behind floor scrubber. Commissioner Leggett advised that he got a quote from Advanced Scrub in the amount of \$9,640 and a quote from the M. Conley Company in the amount of \$3,817.52.

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**Motion:** to purchase a floor scrubber from the M. Conley Company in the amount of \$3,817.52, 25% of the costs will be covered by the county and 75% of the costs will be reimbursed by the BWC Safety Grant, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.


Motion carried on unanimous vote.

 9:16 AM

**IN THE MATTER OF  
ADJOURN**

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

Motion carried on unanimous vote.

 9:16 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/ 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, Commissioner