



Present: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski.
Also present to observe: None.

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM


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

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

 9:00 AM

Commissioner Modranski: Present; Commissioner Leggett: Present; Commissioner Wirkner: 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 Thursday, January 18, 2024, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.


 9:01 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)
Lynn Fairclough, Auditor Staci Brady, Chief Deputy Auditor	Auditor	Wayne County Auditor Meeting/Retirement	Wooster, OH	2/29/24	\$0

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

 9:01 AM


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

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
20874	COMMS - Healthy Aging Grant - Other	20874-81970-56090	\$450.00
21219	Contractual Services – JCED Grant	21219-11001-53300	\$5,820.09

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

Motion carried on unanimous vote.


 9:02 AM

**IN THE MATTER OF
PAYMENT OF BILLS**

Commissioner Leggett advised that included in the bills is the last payment to Allison Contracting for the Mirth and Meter Road Project. Commissioner Wirkner advised that he saw \$338,000.00 on the bills associated with the Mirth and Meter Road Project, and asked Commissioner Modranski if he had any comments. Commissioner Modranski advised that amount is the final payment to the contractor for a project to reconstruct the road. Commissioner Modranski advised that the money came from an economic development grant that came from several resources. Commissioner Wirkner advised that when he looked at the bills, he noticed that there was a JCED Grant listed. Commissioner Wirkner asked who the participants were in the grant. Commissioner Modranski advised that the State of Ohio Department of Job and Commerce, Jobs Ohio, the Community Improvement Corporation (CIC), with a small portion coming from the Federal Appalachian Regional Commission (ARC) Grant. Commissioner Wirkner asked why the Auditor named the grant the JCED Grant and Commissioner Modranski advised that was a question for the Auditor.

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

Motion carried on unanimous vote.

 9:04 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: Pecar, \$120.00; Clark Schaefer Hackett, \$150.00; Family & Children First Council, \$2,500.00; McGohan Brabender Agency Inc., \$3,223.17, Huntington National Bank, \$138.75; Adams & Sons Pump Service, Inc., \$225.00; Huntington National Bank, \$108.00.

DJFS: Eddy, Kaci L, \$775.00; Redemption Inc., \$8,730.00; Youth Intensive Services, \$5,101.36; Northeast Ohio Adoption Services, \$2,635.00; St. John’s Villa, Inc., \$2,355.00; Ohio Mentor, Inc., \$6,948.65; Advantage Family Outreach, \$4,216.00; Cincinnati Bell Any Distance Inc., \$966.77;


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

Seconded by Vice President Donald E. Leggett II.

Motion carried on unanimous vote.

 9:04 AM

**IN THE MATTER OF
AIRPORT GRANT**

 9:05 AM

Larry Hawkins, Jr. appeared before the Board to request a grant from the Commissioners in the amount of \$136,282.38 as a local match for a capital improvement project at the county airport. Mr. Hawkins advised that the Carroll County Airport Authority (CCAA) along with their consultants, has procured 95% of the funding. Mr. Hawkins advised that the project would include the rehabilitation of runways 7 and 25. Rehabilitation of the runway is required as the state inspection in 2017 reported a pavement condition index (PCI) of 60. Rehabilitation of the runway includes bituminous pavement milling of 2-inches, bituminous crack repairs, placement of 2-inches of bituminous surface course and placement of pavement markings. Mr. Hawkins advised that also included in construction is the Reconstruct Runway 7-25 Airfield Electrical. This includes the construction of new runway 7-25 edge lighting and associated electrical items with the installation and the reconstruction of the airport beacon and airfield electrical vault. The airfield electrical vault will also be reconstructed to include a new vault building, as the existing electrical equipment is located in the basement of the restaurant. Mr. Hawkins advised that the project costs \$2.6 million with additional costs of \$105,000 for the administration of the contract, and \$2,500 for an independent third-party consultant. Mr. Hawkins advised that the entire project costs \$2.7 million. Mr. Hawkins advised that the Federal Aviation Administration (FAA) will pay 90% of the project and the Ohio Department of Transportation (ODOT) will pay 5%, which leaves \$136,282.38 that the airport and the county must pay. Mr. Hawkins advised that the money doesn't have to be provided all at one time. Mr. Hawkins advised that the rotating beacon is inoperative and has been that way for some time. Mr. Hawkins advised that currently there is no way to service this device without a crane or bucket truck, and in the past, the airport board has pleaded with third parties to go up and bring it down so they can fix it. Carroll County Electric Co-op only had one truck high enough, and they took that out of service while they got a new one. Another time, a pilot based on the field used their crane at no costs to service the device. The new system will be serviced from the ground via a tip down design and will be new technology. Mr. Hawkins advised that the runway surface needs remediation because even small debris has the potential to do great damage to aircraft with the potential for loss of life. Mr. Hawkins advised that the pilot-controlled lighting is marginally operational. This is the system that turns on the runway and taxiway lights via keying the radio multiple times. It only works if the pilot knows the tricks to getting the lights on. Mr. Hawkins advised that the Runway End Identifying Lights (REILs) are also in intermittent failure. These are strobe lights at the runway ends to indicate to a pilot the runway end. Mr. Hawkins advised that many of the existing lights are broken and inoperative. Mr. Hawkins advised that there have been several months that the airport has been in a negative cashflow position from an operational standpoint. Mr. Hawkins advised that the airport does not receive monthly payments, and that their hangar contracts are paid once a year. Mr. Hawkins advised that the airport is land locked, and they cannot build any additional hangar space to lease or rent. Mr. Hawkins advised that there have been pilots that have expressed interest in leasing hangar space, but they cannot put anymore hangars close to the runway due to FAA laws. Mr. Hawkins advised that the airport pays for all contractual services (legal, administrative, maintenance of buildings and grounds). No county equipment or personnel is used for snow plowing or mowing, despite it being a county airport. Mr. Hawkins advised that the county does contribute \$10,000 per year as well as supplies, meeting space, and records storage space. It also supplied funding for land acquisition on a one-time basis, and hopefully, the county will receive half of the net proceeds of the sale of said land once the trees are removed. Mr. Hawkins advised that previously, the county was providing \$20,000 per year. Now the county provides \$10,000 a year. Mr. Hawkins advised that given the above, and removing the one-time loan, the county receives more money in taxes than is given to the airport. It is still unclear whether the county does in fact collect taxes on the airport buildings. A tax due is shown on the county web site. Mr. Hawkins advised that even removing these, other taxes exceed money received. Privately owned hangars pay real estate taxes directly to the county. Both the restaurant and fuel sales are taxed at 6.75% with 5.75% going to the state, the remainder back to the county. Mr. Hawkins advised that the airport has tried to reduce airport costs by applying and receiving

**CONTINUED ON NEXT PAGE
CONTINUED FROM PREVIOUS PAGE**


operational grants from the federal government. Normally, they will not fund operations, but they went after COVID relief and various other government programs outside infrastructure. Mr. Hawkins advised that The Precision Approach Path Indicator (PAPI) and REIL, along with the flight-check was removed from this project and moved to next fiscal year to reduce the cost. Mr. Hawkins advised that many of the operations are handled by non-paid volunteers, and the airport has no directly paid staff for the operation and maintenance of the actual airport. Mr. Hawkins advised that volunteers will repair various aspects of the airport at no cost in both labor and materials. They repaired underground water lines by borrowing equipment and labor. Mr. Hawkins advised that the entire fuel farm system is managed by volunteers. This involves receiving and tracking fuel, coordinating weights and measures compliance, government reporting, repair of delivery and grounding systems. Mr. Hawkins advised that the hangar leases have not been consistent so as the leases came due, he rewrote the leases so that everyone is paying the same amount per square foot. Mr. Hawkins advised that he used FAA guidelines to write the leases, making them fair to the airport and the hangar owners. Mr. Hawkins advised that he also added a guaranteed increase up to the consumer price index (CPI) year by year. Mr. Hawkins advised that he increased the leases to the maximum amount allowable. Mr. Hawkins advised that this year, they have a committee of members who are not leaseholders to give them a recommendation regarding increase based on CPI. Mr. Hawkins advised that the airport would be getting nearly \$2.6 million for an investment of \$136,000. Mr. Hawkins advised that without a safe and functional runway, air traffic will decline and with it, fuel sales and restaurant sales as well. Mr. Hawkins advised that a working airport is beneficial to the citizens of Carroll County now and in the future, and that no other entity in the county brings outside people in from all over the state and beyond every nice weekend. That exposure could be leveraged to get those people to travel beyond the airport fence and spend even more money locally, should the county pursue that. Mr. Hawkins advised that the potential for disaster relief via the airport would be lost without a functioning runway. Mr. Hawkins advised that one only has to look to East Palestine to realize how quickly a disaster can happen. Even now, aerial crews that were based out of TSO have assisted identifying power outages during the aftermath of severe storms. Mr. Hawkins advised that the Federal and State governments have committed to unmanned drones and invested heavily in this future and want to use airports as the jumping off point for this technology. The premier research facility is in Wilmington Airpark outside of Dayton. Their vision is to bring that technology to general aviation airports. Mr. Hawkins advised that Ohio is proudly called the "Birthplace of Aviation" and he would hate for Carroll County to be known as the place where aviation goes to die. Commissioner Modranski thanked Mr. Hawkins for coming in. Commissioner Modranski asked if there is a definitive due date when the match money must be supplied. Mr. Hawkins advised that the only stipulation is that the project must be done in a timely manner, and the payments are made as the invoices come due. Mr. Hawkins advised that the project must be completed within three years. Commissioner Modranski asked if in-kind matching would apply. Mr. Hawkins asked for an example. Commissioner Modranski asked if there is some work the airport can do in preparation for the grant and in turn, you put value on that work. Mr. Hawkins advised that typically a federal grant doesn't work that way. Commissioner Modranski advised that whoever is obtaining the bids for the projects can claim that as value. Mr. Hawkins advised that consultants have already been paid to obtain bids because the airport board does not have the expertise to navigate the federal bid system. Commissioner Wirkner advised that he thinks what Commissioner Modranski is asking is if Mr. Hawkins is participating in this project as the board President. Commissioner Wirkner advised that Mr. Hawkins is doing a lot of work for the project, and he should see if his work and time can be counted as value. Mr. Hawkins advised that he could ask that question and find out. Commissioner Modranski advised that the commissioners' office uses a lot of federal grants and can use in-kind matching. Commissioner Modranski asked about the ODOT Airport Grant Program. Mr. Hawkins advised that is where the five percent is coming from. Commissioner Modranski advised that he found information that the Carrollton Airport was eligible for the grant in 2021, 2022, 2023, and 2024, but he could not find any awards for it. Mr. Hawkins advised that ODOT has not published the award recipients yet. Mr. Hawkins advised that the tree removal project was done through the ODOT grant. Commissioner Modranski asked what the Bipartisan Infrastructure Law Bill is. Commissioner Modranski advised that allocations were made in 2022 for \$159,000, 2023 for \$145,000, and 2024 for \$144,000. Mr. Hawkins advised that was the money they were given to use for operational costs, and they have been able to use that money in the past for their 5% local match. Commissioner Modranski asked about the airport financial spreadsheet numbers that were presented to the commissioners. Commissioner Modranski asked what FAA Detroit ADO was on the spreadsheet. Mr. Hawkins advised that ADO means Area District Office. The Carroll County Airport is managed by the office in Detroit. Commissioner Modranski asked about two charges on the spreadsheet: one for administrative expenses – other, listed on the spreadsheet for January for \$48,470.09. The other charge was listed as miscellaneous administrative expenses for \$45,987.32. Mr. Hawkins advised that one of them may have been the consultant fee for the ongoing fence project, but he will check and let the Board know what these charges are for. Commissioner Modranski asked why their fuel sales are lower than the rest of the state. Mr. Hawkins advised that the airport tries to list their fuel about a dollar above what they pay for it, but it does fluctuate. Mr. Hawkins advised that the airport has two avgas fuel tanks and can buy fuel at tanker prices, whereas most small airports cannot. This alleviates some of the delivery fees and lowers their cost. Commissioner Modranski asked how many hangars are at the airport. Mr. Hawkins advised that there are seven private hangars, and there are two buildings that the county owns that are used for hangar purposes. Commissioner Modranski asked if hangars are enclosed with a door. Mr. Hawkins advised that it depends. All the ones on the list Mr. Hawkins provided are enclosed but they are not insulated and do not have running water. Mr. Hawkins advised that there are LLC groups that have much bigger structures that will hold 6-8 planes. Those hangars are segregated, and each one has its own man door. Mr. Hawkins advised that they collect a lease payment from them, but the airport is not involved in how they collect their dues. Mr. Hawkins advised that he thinks there are 32 permanently based aircraft at the airport and the vast majority of them are registered under a Carroll County resident. Commissioner Modranski asked if that is 32 individual owners, and Mr. Hawkins answered that some people own multiple aircraft. Mr. Hawkins advised that the ramp building listed is built like a carport. Mr. Hawkins advised that there are tie down spaces on the tarmac, and he doesn't charge for someone to park their aircraft there overnight. Commissioner Leggett asked if any of the match money has been paid yet, and Mr. Hawkins advised no. Mr. Hawkins advised that the match money will be set aside until the bills come due. Mr. Hawkins advised that the vendor who removed the trees has not been paid yet because the state has not inspected the area yet in order to release the funds. Commissioner Leggett asked if the airport had any money to contribute to the match money. Mr. Hawkins advised that he is not

CONTINUED ON NEXT PAGE


CONTINUED FROM THE PREVIOUS PAGE

going to let the county lose out on \$2.6 million. If he must take part of the money out of the fuel farm, he will. Mr. Hawkins advised that could cause some problems down the road. Mr. Hawkins advised that his opinion is that it would be foolish to lose this money over \$136,000. Mr. Hawkins advised that this opportunity doesn't come along very often. Mr. Hawkins advised that if any of the commissioners have questions, they can call or e-mail him. Commissioner Wirkner asked if all hangar owners who lease a hangar rent the hangar to an aircraft owner. Mr. Hawkins advised that typically a hangar owner has their own aircraft there, and if they sub-lease to someone else, they must let the airport board know who is using the hangar. Commissioner Wirkner asked about the two buildings that are owned by the airport. Commissioner Wirkner asked if the storage building was strictly for the airport's use. Mr. Hawkins advised that there are paying tenants using it. Commissioner Wirkner asked if the airport ground is maxed out for aircraft hangars. Mr. Hawkins advised that is correct. Commissioner Wirkner asked if there is any ground available for smaller buildings. Mr. Hawkins advised that there is more open space available on the other side of the runway, but the FAA does not take kindly to ground traffic crossing a runway. Commissioner Wirkner asked if there are any easements for direct access to the roadway. Mr. Hawkins advised that the runway goes all the way to the Alamo Road to the West and Ascot Road to the East. Mr. Hawkins advised that there is barely room to walk up. Mr. Hawkins advised that perhaps you could have an access road off Ascot, but they would have to consult their Engineer. The problem is that the FAA wants a certain setback. Mr. Hawkins advised that the restaurant is already in the setback, but it was grandfathered in. Mr. Hawkins advised that the FAA is very strict about buildings that would impede the view of the traffic. Commissioner Wirkner asked if there is any room on the other side of the runway for expansion. Mr. Hawkins advised that he would find out, but he has been told no before. Commissioner Wirkner advised that the Board has not appropriated any funds in the budget to use if the Board does make the decision to help with the grant. Commissioner Wirkner advised that \$10,000 was appropriated to the airport already, and he gave Mr. Hawkins a check. Commissioner Wirkner asked the rest of the Board what their appetite was for helping with the grant. Commissioner Modranski advised that he would like to get clarification first if any in-kind matches can be acceptable and what that can look like. Mr. Hawkins asked if Commissioner Modranski would still like the January and April clarification from the miscellaneous expense to administration expenses. Commissioner Modranski advised that he was just curious about those charges. Mr. Hawkins advised that he would get that information for him. Commissioner Wirkner advised that he would also like to see if any in-kind contributions could be applied, if any. Mr. Hawkins advised that no groundbreaking will be taking place until spring. Georgette Huff, Free Press Standard asked where the \$136,000 is expected to come from. Mr. Hawkins advised that is the local share that the county must come up with.

Motion: to table the consideration of grant assistance for the Carroll County Airport to February 26, 2024, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Christopher R. Modranski **Seconded by** Vice President Donald E. Leggett II. Motion carried on unanimous vote.

 9:54 AM

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

 9:56 AM

Cason Leggett, Dog Warden, filed his report for the week of January 14, 2024 to January 20, 2024 showing 4 dogs impounded, 3 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)**

VARIOUS

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

1. Carl E. Bennett III for a driveway in Harrison Township, at 2720 Bellflower Road (CR30),
2. Carroll Electric to set up temporary traffic control to replace electric poles in Section 26 of Brown Township, Arrow Road (CR 15),
3. Carroll Electric to set up temporary traffic control to replace electric poles in Section 26 & 27 in Brown Township, Bellflower Road (CR 30),
4. Carroll Electric to set up temporary traffic control to replace electric poles in Section 26 of Brown Township, Arrow Road (CR 15),
5. Carroll Electric to set up temporary traffic control to replace electric pole in Section 24 of Brown Township, Arrow Road (CR 15),
6. Carroll Electric to set up temporary traffic control to replace electric pole in Section 13 of Brown Township, Arrow Road (CR 15),

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


 9:59 AM

**IN THE MATTER OF
RUMA AGREEMENT – TL-400 PIPELINE
EAP OHIO, LLC**

Motion: to approve a road use maintenance agreement by and between the Board of Commissioners and EAP Ohio, LLC to commence use of .72 miles of CR 51 (Cactus Road SW) for the purpose of ingress to and egress from the Toot CR MON, for traffic necessary for the purpose of constructing sites and drilling horizontal oil and gas wells, completion operations and production of product such as the hauling of gas and liquids a the Toot CR MON in Monroe Township,


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

Motion carried on unanimous vote.

 10:01 AM

**IN THE MATTER OF
2023 ANNUAL REPORT**

CHILD SUPPORT ENFORCEMENT AGENCY


 10:02 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed his annual report for 2023 for the Carroll County Child Support Enforcement Agency. There was a total of 1,057 open, active cases. A copy is on file in the Commissioners’ Office.


**IN THE MATTER OF
STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ARCHITECT
CARROLL COUNTY COMMISSIONERS AND HASENSTAB ARCHITECTS, INC.**

Commissioner Modranski asked Commissioner Leggett if the agreement was a follow-up from Hasenstab after they appeared before the Board. Commissioner Leggett advised yes.

Motion: to approve the Standard Form of Agreement between the Carroll County Commissioners and Hasenstab Architects, Inc. for the Moody Avenue Property, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.


 10:03 AM

**IN THE MATTER OF
CARROLL COUNTY ENVIRONMENTAL SERVICES
HIRING RECOMMENDATION**


 10:04 AM

Commissioner Wirkner asked if Mr. Unkefer wanted to move to full-time. Commissioner Leggett advised that he is just working part-time with no insurance and will just work the winter months. Commissioner Leggett advised that he was employed there previously for nine years. Commissioner Modranski advised that he recognized the name and was going to ask if he worked there before. Commissioner Leggett advised that he is going to help out there because they are down an employee at the moment.

Motion: to hire Shaun Unkefer for a part-time position with Carroll County Environmental Services for a rate of \$23.00 per hour, effective January 22, 2024, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.


 10:05 AM

**IN THE MATTER OF
PY21 CHIP-CDBG
AMENDMENT**


 10:06 AM

Commissioner Wirkner asked Ronald M. Nuzzolillo Jr. why the money was being moved. Mr. Nuzzolillo advised that there was \$21,370 left over in one program and it wasn’t enough for a full project, so it is being moved to the other program to complete another project, maximizing the dollars from the grant.


Motion: to authorize the Board President to sign the Amended Scope of Work and Budget for the PY21 Community Housing Impact and preservation (CHIP) Community Development Block Grant (CDBG) program; the amendment moves \$21,370 from the Home Repair activity to the Private Owner Rehabilitation activity to complete one additional project, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Christopher R. Modranski **Seconded by** Vice President Donald E. Leggett II. Motion carried on unanimous vote.

 10:07 AM

**IN THE MATTER OF
PY21 CHIP-HOME
AMENDMENT**


 10:08 AM

Motion: to authorize the Board President to sign the Amended Scope of Work and Budget for the PY21 Community Housing Impact and preservation (CHIP) HOME Investments Partnership Program (HOME); the amendment moves \$21,370 from the Home Repair activity to the Private Owner Rehabilitation activity to complete one additional project, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.

 10:08 AM


IN THE MATTER OF

**CARROLL COUNTY COUNCIL ON AGING, INC
IN KIND MATCH, III-B PROGRAM**


 10:10 AM

Commissioner Wirkner advised that the Board has not amended the rental price for the Senior Friendship Center since 2009. Commissioner Wirkner advised that the amount of applicable rent can be used toward the In-Kind Match III-B Program. Commissioner Leggett asked what the old charge was and Ronald Nuzzolillo Jr., Assistant Clerk I advised that it was \$7,800.00.

Motion: to approve a letter for the In-Kind Match, III-B Program, per the request of Tonya Myers, Director of the Carroll County Council on Aging; the letter states that if the Board charged rent for the Senior Citizen Friendship Center the rate would be at least \$15,000.00 for the period of January 1, 2024 through December 31, 2024, **Action:** Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Christopher R. Modranski **Seconded by** Vice President Donald E. Leggett II.
Motion carried on unanimous vote.


 10:12 AM

**IN THE MATTER OF
CLERK’S REPORT**

 10:12 AM


Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that through the Healthy Aging Grant, the Carroll County Commissioners and the Carroll County Council on Aging are offering a 10-day meal pack for Carroll County Seniors age 60 and older. Seniors can pick up their meal packs on February 2nd and 9th from 10:00 a.m. to 2:00 p.m. at the Carroll County General Health District. Seniors can also pick up meal packs on February 16th and 23rd from 10:00 a.m. to 2:00 p.m. at the Friendship Center. No appointment is needed. Mr. Nuzzolillo advised the Healthy Aging Grant provides one meal pack per senior over the age of 60 in the household. If a resident is picking up a meal pack for someone in their household, they will need a written permission slip and the senior’s ID or a copy of their ID. Mr. Nuzzolillo advised residents to watch the Carroll County Council on Aging’s Facebook page for a future evening pick-up opportunity.

**IN THE MATTER OF
CLERK’S REPORT**

 10:13 AM

Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that on behalf of the Commissioner’s Office, he would like to wish Commissioner Modranski a happy 40th birthday.


**IN THE MATTER OF
BUILDINGS AND GROUNDS**

 10:13 AM

Commissioner Leggett advised that the south pad behind the courthouse is completed. Commissioner Leggett advised that the company that worked on the retaining wall by the Treasurer’s office issued a credit of \$2,000 because the footer was not required.

**IN THE MATTER OF
ADJOURN**

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

 10:14 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/ Robert E. Wirkner
Christopher R. Modranski, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY
/s/ Robert E. Wirkner
Robert E. Wirkner, President
/s/ Donald E. Leggett II
Donald E. Leggett II, Vice President
/s/ Christopher R. Modranski
Christopher R. Modranski, Commissioner