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

#### IN THE MATTER OF

#### **PLEDGE OF ALLEGIANCE**



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

#### IN THE MATTER OF

#### **ROLL CALL / BOARD MEETING ATTENDANCE**



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

#### IN THE MATTER OF

## **RECORDINGS OF PROCEEDINGS**



Melissa N. Schaar, Clerk 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, June 3, 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.



9:02 AM

# IN THE MATTER OF APPROPRIATION(S)

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

FUND	NAME	CODE	AMOUNT
	Contractual Services –		
	Healthy Aging Grant CC Sr.		
20874	Citizen's Friendship Center	20874-81970-53300	-\$2,842.00

**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.



## IN THE MATTER OF

### **APPROPRIATION AMENDMENT(S)**

 $\textbf{Motion:} \ to \ approve \ the \ following \ appropriation \ amendment(s):$ 

	FR	FROM		то	
FUND	NAME	CODE	NAME	CODE	<b>AMOUNT</b>
	Other – Healthy Aging Grant – CC SR Citizen's Friendship		Contractual Services – Healthy Aging Grant - CC SR Citizen's		
20874	Center	20874-81970-56090	Friendship Center	20874-81970-53300	\$299.64

**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.



# 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 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.



#### 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: Bosh, Joseph A., \$1,200.00; Family Recover Center, \$250.00; Huntington National Bank, \$1,500.00; Softworks Inc. \$1,653.00; Aster Oilfield Services, \$14,170.00; and Ohio Regional Development Corp., \$12,653.52.

DJFS: None.

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.



## IN THE MATTER OF **PROSECUTOR OPINION HVAC MAINTENANCE AGREEMENT**



9:04 AM

Ed Eick, Building and Grounds Superintendent appeared before the Board to discuss the heating, ventilation and air conditioning (HVAC) maintenance agreement presented by Best Commercial Energy Services of Akron, Ohio. Mr. Eick advised that the price has more than doubled due to the addition of more equipment. Commissioner Leggett advised that the old agreement was \$3,900.00, and the new agreement is \$8,610.00. Commissioner Leggett advised that the old agreement did not cover as many units, and not as much maintenance. There is a 5% increase on year two and year three. Commissioner Modranski asked if the company is familiar with our equipment, and Mr. Eick answered yes. Mr. Eick advised that he got quotes last year which are expired now, but they were much higher than the quote provided by Best.

Motion: to send the Planned Services Maintenance Agreement with Best Commercial Energy Services of Akron, Ohio to the Prosecutor for his review for form and function, 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.



9:06 AM

## IN THE MATTER OF **DOG POUND**

**MONTHLY REPORT - MAY** 



Commissioner Wirkner asked if the Warden Leggett will be attending the meeting today. Ronald M. Nuzzolillo Jr., Assistant Clerk I advised that he called the Dog Pound and no one answered.

## IN THE MATTER OF **SECRETARY OF STATE**



9:08 AM

Fiona Ruminski, Eastern Ohio Regional Liaison for Ohio Secretary of State for Frank LaRose appeared before the Board to introduce herself. Ms. Ruminski advised that the Secretary of State's office handles all business filings and are there to help entrepreneurs in the area. Commissioner Modranski thanked Ms. Ruminski for coming in and asked where someone who wanted to start a business could find resources to help. Ms. Ruminski advised that the first step is to go to OhioSOS.gov to find a list of resources including the Small Business Development Center. Ms. Ruminski advised that she will leave business cards for the Board.

## IN THE MATTER OF **PROCLAMATION ELDER ABUSE MONTH**



Brandi Jo Tinlin, Social Service Supervisor appeared before the Board to adopt a proclamation declaring June Elder Abuse Awareness Month. Ms. Tinlin advised that Saturday, June 15, 2024 is Wear Purple Day to raise awareness for Elder Abuse. Commissioner Wirkner read the proclamation.

Motion: to recognize June 2024 as Elder Abuse Awareness Month throughout Carroll County, 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.



9:13 AM

## IN THE MATTER OF **DOG POUND MONTHLY REPORT - MAY**



Ronald M. Nuzzolillo Jr., Assistant Clerk I advised that Warden Leggett will not be able to make it to the meeting today. Warden Leggett advised that he will attend the meeting on June 13, 2024.

## IN THE MATTER OF **MONTHLY REPORT - MAY CHILD SUPPORT ENFORCEMENT AGENCY**



Commissioner Wirkner advised the office of the Prosecuting Attorney filed his report for May 2024 for the Carroll County Child Support Enforcement Agency. There was a total of 1,047 open, active cases. A copy is on file in the Commissioners' Office.

## IN THE MATTER OF **BID NOTICE** 2024 WPCLF/HSTS

Motion: to accept bids up to and opened at 9:00 a.m. on June 27, 2024 in the Commissioners' office at 119 S. Lisbon Street, Suite 201, Carrollton, OH 44615 for the Water Pollution Control Loan Fund/Household Sewer Treatment System; bids are being accepted for Project 2024-06, repair of one septic system, 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.



#### IN THE MATTER OF

#### **WORK ORDER**

#### VILLAGE OF DELLROY

Motion: to approve a blanket work order for the Village of Dellroy for permacoat mix, 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.



9:17 AM

#### 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. AEP by Pike Engineering to replace one utility pole in Harrison Township, Section 17, on Arrow Road (CR 15);
- 2. AEP to place downguy/anchor for location 1, and pole replacement for location 4, 5, & 7 in Center Township, at 1189 Chase Rd. (CR 66);
- 3. AEP to replace 11 poles in Center Township, Section 32, on Andora Rd. (CR 10);
- Charter Communications to install approximately 2,874 feet of fiber optic cable on new strand and existing poles in Augusta Township, Section 19 & 20, on Bellflower Rd. (CR 30);

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.



9:18 AM

## IN THE MATTER OF **ENVIRONMENTAL SERVICES**



Commissioner Wirkner advised that discussion regarding the policies and procedures for Environmental Services was tabled from the June 3, 2024 meeting. Commissioner Wirkner advised that he has had time to review the policies since the meeting. Commissioner Wirkner advised that he is not an expert, but he has received feedback from the public and local businesses who have had systems that were approved by the state, but can't get them approved by the local sewer district. Commissioner Wirkner discussed the six-inch pipe requirement and page 22, section 2 that states that the homeowner is responsible for the maintenance between the main and the house. Commissioner Wirkner advised that there are entire communities that are four-inch pipe. Commissioner Wirkner referenced page 28, number seven that calls for separate connections to each building and no connection may serve more than one building unless permission is given by the authority. Commissioner Wirkner advised that the Board has the ability to grant the exception. Commissioner Wirkner advised that his review of the document has made him aware of some disparities in the document, and he is concerned that the disparities may impede growth in some areas of the county. Commissioner Modranski advised that when he reads page 28, number seven he reads it as someone with a detached garage would have to pay for a separate hookup and that does not make sense to him. If the homeowner is responsible from the grinder to the house, why does it matter if the homeowner has one pipe or three pipes. Commissioner Modranski advised that it is not necessary to pay four tap-in fees when there is only one tap on the grinder. Commissioner Leggett advised that each building will have a bill. The tap fee is \$700.00. Mark Weber, Carroll County resident advised that he wants to run the pipe the way he wants on his property and he will be responsible for that. Commissioner Leggett asked Mr. Weber if he will do another application if he decides to add more buildings later on. Mr. Weber advised that the grinder is sized for the application, so if he adds more buildings, he will have to do a new permit for the additional buildings.

Motion: to grant Mark Weber, Carroll County resident an exception to page 28, number seven of the Carroll County Environmental Services Rules & Regulations and allow one tap-in fee, 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.



9:28 AM

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Commissioner Wirkner advised that regarding the four-inch versus six-inch pipe issue, he is of the opinion that the language on page 22, section 2 makes it self-explanatory. Commissioner Modranski advised that the manual does say six-inch pipe. Commissioner Wirkner advised that is why it is a disparity. Commissioner Modranski recommended making an exception for the pipe size, due to the disparity.

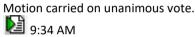
Motion: to grant Mark Weber, Carroll County resident an exception to the six-inch pipe rule of the Carroll County Environmental Services Rules & Regulations, Action: Vote was recorded as follows: YEA: President Robert E. Wirkner, Vice President Donald E. Leggett II and Commissioner Christopher R. Modranski; 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.



Commissioner Modranski advised that the last update to the Carroll County Environmental Services Rules & Regulations was in 2018. Commissioner Modranski recommended that the Board of Commissioners assemble a committee to look at a revision of the Rules & Regulations. Commissioner Wirkner asked what that committee would look like. Commissioner Modranski advised that he would like to see an appointee from Brown Township, an appointee from the Village of Malvern, an appointee from the Lake Mohawk Property Owners Association, an appointee from Environmental Services, and an appointee from the Board of Commissioners preferably a contractor with experience in the field. The appointee recommendations would be given to the Board of Commissioners who would then appoint the committee members. Commissioner Wirkner advised that the Environmental Services appointee would be appointed by the Board of Commissioners.

Motion: to form a committee to review and update the Carroll County Environmental Services Rules & Regulations; said committee to have an appointee from Brown Township, Village of Malvern, Lake Mohawk Property Owners Association, Environmental Services, and the Board of Commissioners, 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.



Commissioner Leggett advised that he is recommending the Board appoints Roy Ford as the Environmental Services appointment to the review committee. Commissioner Modranski advised that this recommendation is based on a conversation that was had when Mr. Ford was hired. The current Director advised that Mr. Ford would be his replacement when he retires.

Motion: to appoint Roy Ford, Superintendent of Carroll County Environmental Services (CCES) as the CCES representative on the committee to review and update the Carroll County Environmental Services Rules & Regulations, 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.



Commissioner Modranski thanked Mr. Weber for his investment in the community. Melissa Schaar, Clerk asked Mr. Weber to leave his email address with the clerks so that the minutes can be emailed to him once they are complete.

## IN THE MATTER OF **CDBG CRITICAL INFRASTRUCTURE GRANT PUBLIC HEARING**



Commissioner Wirkner advised that the time has arrived for the public hearing for the CDBG Critical Infrastructure grant. Susan Moore, Community Development Specialist for the Ohio Regional Development Corporation (ORDC) opened the public hearing at 9:38 a.m. The following were present for the Public Hearing: Fiona Ruminsky, Secretary of State Liaison; Heather Parker, PT Assistant Clerk; Eva Johnson, PT Assistant Clerk; Georgette Huff, Free Press Standard reporter; Thomas Clapper, Carroll County Messenger reporter; Commissioner Wirkner; Commissioner Leggett; Commissioner Modranski; Melissa Schaar, Clerk; and Susan Moore, Community Development Specialist. Ms. Moore advised that the Public Hearing is for the Critical Infrastructure grant for the Village of Leesville. Ms. Moore advised that communities must be at least 51% low-to-moderate income (LMI). Income surveys were done, and the Village of Leesville meets the LMI standard. The state now certifies the income surveys. and they are good for five years. The pre-application was completed for \$293,000.00. \$268,000.00 is for the project, and \$25,000.00 is for the administration. The preapplication has been approved, and the full application is due June 12, 2024. Due to inflation rate increases, the full application will be for \$305,000.00. The project portion will increase by \$12,000.00, and the administration will remain the same. Ms. Moore advised that one project will be completed for the Village of Leesville: the replacement of 16 catch basins and 300 feet of drainage lines. Ms. Moore advised that the Village of Leesville has replaced some catch basins as they can afford it. The new catch basins will not be replaced. The project is a dire need for the Village of Leesville at this time. There are several areas where the pipes have collapsed and there are holes in the road. Ms. Moore advised that the grant is a competitive grant. Awards are expected to begin on September 1, 2024. Ms. Moore advised that if the Village of Leesville is awarded, she anticipates seeing an award in October. An Environmental Review will need to be completed at the beginning of 2025. Once the Environmental Review is completed, the release of funds is expected mid-February and then the work can begin. Ms. Moore advised that the work must be completed by

#### CONTINUED FROM PREVIOUS PAGE

August 31, 2026. The goal is to have the project completed by the end of 2025. Commissioner Modranski recapped the process, if the Village of Leesville is awarded: Award, full design from engineer, go out to bid, award the project, and construction will begin mid-summer 2025. Ms. Moore advised that is the plan. Georgette Huff, Free Press Standard reporter asked if the \$280,000.00 is for a house. Ms. Moore advised that the \$280,000.00 is for the 16 catch basins and pipe throughout the Village. Ronald M. Nuzzolillo, Jr., Assistant Clerk I advised there were no questions from the public online. The Public Hearing was closed at 🚨 9:47 AM.

#### IN THE MATTER OF

## PY23 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) **FAIR HOUSING**



9:47 AM

Susan Moore, Community Development Specialist for the Ohio Regional Development Corporation (ORDC) appeared before the Board to conduct a Fair Housing presentation. Ms. Moore advised that Fair Housing is promoted as part of the Community Development Block Grant (CDBG) and the Community Housing Improvement Project (CHIP) programs. The funding for both programs come from the United States Department of Housing and Urban Development (HUD). HUD requires the Fair Housing information to be shared in communities that receive funding, and HUD provides the funding for the program. Fair Housing information is available throughout the community. Ms. Moore advised that people have the right to live where they want within their means. The seven federal and state protected classes: Race, Color, National Origin, Religion, Sex, Familial Status, and Disability. Ohio has two additional protected classes: Military Status and Ancestry. Ms. Moore discussed the program requirements and advised that Fair Housing has to be shared in various areas around the county as well as in the communities that have projects. Ms. Moore discussed discrimination and landlord-tenant issues. Southeastern Ohio Legal Services in Steubenville, Ohio is the legal aid branch that Carroll County residents are referred to. Commissioner Wirkner reminded viewers of the 2-1-1 resources and asked the media to continue to share the 2-1-1 information. Residents can call 2-1-1 to be directed to various resources to help with their

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



9:58 AM

Ronald M. Nuzzolillo Jr, Assistant Clerk I advised that the Carrollton Exempted Village School District begins their summer meal packages today. The 5-day breakfast and lunch meal packages will be available to pick up at the Carrollton HS-MS Main Entrance from 8:30 a.m. to 1:00 p.m., every Thursday through August 3<sup>rd</sup>. Anyone with questions can call 330-627-8263. This information has been shared on the Commissioners' Facebook page. Mr. Nuzzolillo advised that information about other area school districts will be shared once they announce their summer lunch programs.

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



9:59 AM

Ronald M. Nuzzolillo Jr, Assistant Clerk I advised the Carroll County Convention and Visitors Bureau is hosting the Carrollton Community Yard & Sidewalk Sale. The event will run from June 27, 2024 through June 29, 2024, every day from 11:00 a.m. to 7:00 p.m. The Convention and Visitors Bureau is creating a map of all who are participating in the event. If residents would like to be included on the map, they need to send their info to events@carrollcountyohio.com by June 14th. For more information, please call Chelsa at 330-627-4811 extension 1. This information has been shared on the Commissioners' Facebook page as well.

## IN THE MATTER OF **RON NUZZOLILLO**



Commissioner Modranski thanked Ronald M. Nuzzolillo Jr., Assistant Clerk I for his service to the county, Mr. Nuzzolillo's last day in the Commissioners' office is tomorrow. Commissioner Modranski asked Melissa Schaar, Clerk to introduce the summer hires. Ms. Schaar introduced Eva Johnson and Heather Parker.

## IN THE MATTER OF **RON NUZZOLILLO**



Commissioner Leggett thanked Ronald M. Nuzzolillo, Jr., Assistant Clerk I for his service and wished him good luck on his future endeavors. Commissioner Leggett advised Mr. Nuzzolillo that he will do well with his future endeavors.

## IN THE MATTER OF **ANNEX BUILDING**

## **EMERGENCY MANAGEMENT AGENCY**



Commissioner Wirkner advised that the Emergency Management Agency (EMA) staff met with Commissioner Leggett regarding drop down locations for their new office space at the Annex Building on Moody Avenue. Commissioner Wirkner advised that EMA is currently operating with variances and exceptions from the state. The biggest deficiency is the lack of handicapped accessibility. Georgette Huff, Free Press Standard reporter asked which building Commissioner Wirkner is talking about. Commissioner Wirkner advised the EMA building. Ms. Huff asked where the building is located. Commissioner Wirkner advised it is beside the Prosecutor's office. Commissioner Wirkner advised that moving to the Annex building will meet every objective put forth by the state. This will also condense entities in a closer location. Commissioner Wirkner advised that Job and Family Services utilizes the Health Department for many things and the Health Department is located right down the street from the Annex building.

## IN THE MATTER OF RON NUZZOLILLO



10:04 AM

Commissioner Wirkner thanked Ronald M. Nuzzolillo, Jr., Assistant Clerk I for his service. Commissioner Wirkner advised that he hopes Mr. Nuzzolillo realizes all his personal and professional goals. Mr. Nuzzolillo advised that he appreciates his time with the commissioners and is looking forward to watching the meetings online.

## 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.

10:05 AM

PREPARED BY:	BOARD OF COMMISSIONERS OF CARROLL COUNTY
/s/ Melissa N. Schaar	/s/ Robert E. Wirkner
Melissa N. Schaar, Clerk	Robert E. Wirkner, President
We hereby certify the foregoing to be true and correct.	/s/ Donald E. Leggett II
/s/ Melissa N. Schaar	Donald E. Leggett, Vice President
Melissa N. Schaar, Clerk	
/s/ Robert E. Wirkner	/s/ Christopher R. Modranski
Robert E. Wirkner, President	Christopher R. Modranski, Commissioner