



Present: President Robert E. Wirkner, Vice President Donald E. Leggett II, and Commissioner Christopher R. Modranski.
Also present to observe: Georgette Huff, Free Press Standard.

**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**

 9:01 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 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, September 5, 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)
Tom Konst, RPC Director	Regional Planning	OMEGA TAC Meeting	New Philadelphia, OH	9/19/24	\$35.00
Alex Logan, Eligibility Supervisor Sherri Lewis, Eligibility Supervisor	JFS	Workforce Development Board – Area 16 Meeting	Cadiz, OH	9/13/24	-0-
Alex Logan, Eligibility Supervisor	JFS	Recovery to Work Meeting	Scio, OH	10/9/24	-0-
Alex Logan, Eligibility Supervisor Sherri Lewis, Eligibility Supervisor	JFS	Technical Point of Contact Fall into Better Security Training	Akron, OH	10/11/24	-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.


 9:02 AM

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

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

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
20934	ADMIN – CHIP (CDBG) PY23 Grant – Comms	20934-11600-53395	FAIR HOUSING Supplies – CHIP (CDBG) PY23 Grant – Comms	20934-11600-54400	\$1,666.00

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** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.


 9:03 AM

**IN THE MATTER OF
PAYMENT OF BILLS**

Commissioner Wirkner advised that the bills are high due to the cost of asphalt purchased by the Engineer.

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

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: Standard Plumbing & Heating, \$279.50; Ohio Regional Development Corporation, \$11,332.00; Ohio Regional Development Corporation, \$8,332.00; Dave Catlett Construction LLC, \$4,083.57; Ron Ruegg Automotive, Inc., \$1,323.00; Henry Heating & Cooling, Inc., \$324.00.

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** Commissioner Christopher R. Modranski

Seconded by Vice President Donald E. Leggett II.

Motion carried on unanimous vote.


 9:04 AM

**IN THE MATTER OF
TRANSIT
MONTHLY REPORT – JULY & AUGUST**

 9:04 AM


Sonja Trbovich, Transit Director appeared before the Board to give a monthly report for July and August. Ms. Trbovich advised that in July Transit completed 41,981 service miles, 2,181 passenger trips, and had 33 denials. Commissioner Wirkner asked about denials. Ms. Trbovich advised that denials occur if someone asks for a trip too early in the morning, too late in the evening, or if Transit is already booked and cannot complete the trip. Ms. Trbovich advised that in August, Transit completed 45,602 service miles, 2,366 passenger trips, and had 50 denials. Ms. Trbovich noted that they have already been down one vehicle, and now they are down two vehicles due to a deer hit. Commissioner Wirkner asked Ms. Trbovich how far south Transit will transport a passenger. Ms. Trbovich advised that they travel to Cleveland, and occasionally Columbus. Ms. Trbovich also advised that she has an employee retiring in December and will be looking for a new employee.

**IN THE MATTER OF
AUDITOR**

 9:07 AM

Lynn Fairclough, Auditor advised that her office will be conducting an internal audit of employee payroll deductions. Ms. Fairclough advised that examples of tax deductions include benefits, outside tax, and school and village tax. Ms. Fairclough advised that her office will be comparing the documentation they have on file to what they have in the payroll system. Ms. Fairclough advised that at the beginning of the year, her office did an update of the I-9 forms. Ms. Fairclough advised that her office changed software in 2021, and there was a change in budgetary and payroll staff in 2022. Ms. Fairclough advised that her department wants to make sure everything is accurate and up to date. Ms. Fairclough advised that no one individually is being looked at, and her department is considering ways to implement the plan to be done by the end of the year. Ms. Fairclough advised that a detailed letter will be sent to all elected officials, and any questions that arise will be answered. Ms. Fairclough advised that open enrollment is coming up as well as year-end payroll tax. Ms. Fairclough advised that she has four employees who are cross-trained; three of them can run payroll and three can handle budgetary. Commissioner Wirkner asked what the desired outcome is. Ms. Fairclough advised that her office needs to ensure that documentation is in all employee files asking for certain benefits or deductions.


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

 9:11 AM


Cason Leggett, Dog Warden, filed his report for the week of September 1, 2024 to September 7, 2024 showing 2 dogs impounded, 2 adopted out, 0 redeemed, 1 euthanized for aggression, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF
CARING HANDS - HALLOWEEN BAKE SALE**

Motion: to allow Caring Hands to hold their Halloween Bake Sale in the Courthouse on Friday, October 25, 2024 from 8:00 a.m. to 11:30 a.m., **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.


 9:11 AM

**IN THE MATTER OF
CLERK’S REPORT**

 9:12 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that Carroll County Job and Family Services is accepting applications for the 2024 Clothes for Kids Program until October 31, 2024 as funding allows. The income scale and application details can be found on the Commissioners’ Facebook page.

**IN THE MATTER OF
BURN BAN**

 9:12 AM

Commissioner Wirkner advised that the State Fire Marshall ordered a ban on open burning on September 6, 2024 for several counties, including Carroll. Counties include Athens, Belmont, Carroll, Fairfield, Fayette, Gallia, Guernsey, Harrison, Highland, Hocking, Jackson, Jefferson, Meigs, Monroe, Morgan, Muskingum, Perry, Pickaway, Pike, Ross, Scioto, Tuscarawas, Vinton, and Washington. The ban is a result of extremely dry conditions in various areas of the state. Commissioner Wirkner advised that outdoor activities prohibited by this order in the ban include: lighting or maintaining a fire of any type at any location, smoking (including cigarettes or similar devices, and as part of a cooking process), non-electric cooking (regardless of fuel source), using or discharging any type of fireworks, throwing down/discarding lighted or smoldering material (including matches or cigarettes), campfires, bonfires, live fire training events, flame effect(s) based displays or exhibitions (including sky lanterns and cold spark machines), and using spark causing devices for recreational purposes. Commissioner Wirkner advised that Tom Cottis, Carroll County Emergency Management Agency (EMA) Director is currently in a phone conference with the state. Commissioner Wirkner advised that this will allow farmers in Carroll County to pursue Federal Food and Drug Administration (FDA) loans with a low interest rate. Commissioner Wirkner advised that there are also counties in West Virginia under a ban. Those counties include Brooke, Cabell, Hancock, Marshall, Mason, Ohio, Pleasants, Tyler, Wetzell, and Wood counties. Commissioner Wirkner advised that Mr. Cottis will be appearing in session on Thursday with more information.


**IN THE MATTER OF
COURTHOUSE PHONE SYSTEM**

 9:17 AM

Commissioner Wirkner advised that Frontier is not going to support the courthouse phone system going into the future. Commissioner Wirkner advised that something will have to be done with the phone system for the Courthouse, Prosecutor’s Office, and the Health Department. Commissioner Wirkner advised that on Friday, he and Clerk Melissa Schaar met with Forerunner. Commissioner Wirkner advised that they have a plan to save the existing phone system. The current system is not cloud based and if the internet fails, the phone system will still work. Commissioner Wirkner advised that the voicemail server and the firewall need to be replaced because they are at the end of life. Commissioner Wirkner advised that the Commissioners have been obtaining quotes for the firewall. Commissioner Wirkner advised that the decision about the voicemail server will depend on what is decided about the phones. Commissioner Wirkner advised that Frontier currently services the internet, but the Commissioners will be exploring options for the internet.

**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.

 9:20 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
Robert E. Wirkner, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY

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