



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.

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:01 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

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, November 4, 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
EXPENSES**

Motion: to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Roy Ford, Director	CCES	Ohio Rural Water training	Tuscarawas, OH	11/13/24	\$50.00
Tom Konst, Director	RPC	Ohio Planner’s Assoc. Winter Meeting	Columbus, OH	12/5/24	\$278.00

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.

 9:02 AM


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

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
80106	Contracts/Services	80106-51906-53300	\$5,000.00
80200	Claims – Commissioners – CORSAs Claim Fund	80200-11001-56060	\$12,140.56
2002	Small Tools and Minor Equipment – County Prob Adult	20022-12135-54440	\$17,000.00
20849	Transfer Out – EMA – Disaster Service CFDA 83.552	20849-21550-59200	\$36,000.00
10000	EMA – Flood Plain – Salaries	10000-21551-50020	\$31,500.00
10000	EMA – Flood Plain – PERS	10000-21551-51070	\$4,000.00
10000	EMA – Flood Plain – Medicare	10000-21551-51090	\$500.00
20850	Special Emergency Planning Fund – PERS	20850-21550-51070	\$285.60

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.

 9:03 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	Salaries – EMA	10000-21550-50020	Health Insurance - EMA	10000-21550-51100	\$4,000.00
20700	Contracts – Services – Childrens Services 50 Fund	20700-51324-53300	Reimbursement to PA Fund – Childrens Services 50 Fund	20700-51324-58000	\$32,868.76
20715	Salaries	20715-51400-50020	Medical Insurance	20715-51400-51100	\$4,000.00
20712	County Waiver Match	20712-51400-56065	Contracts / Services	20712-51400-53300	\$20,000.00
10000	Supplies – Public Defender	10000-12185-54400	Contractual Services – Public Defender	10000-12185-53300	\$1,000.00
10000	Prof/technical – Public Defender	10000-12185-53340	Contractual Services – Public Defender	10000-12185-53300	\$500.00

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.


 9:04 AM

**IN THE MATTER OF
TRANSFER OF FUNDS**

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


FUND	CODE (FROM)	CODE (TO)	AMOUNT
20849	20849-21550-59200	10000-00100-49800	\$36,000.00

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.

 9:05 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 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.

 9:05 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: McMaster-Carr Supply Co., \$107.18; Huntington National Bank, \$104.85; Carroll County Treasurer, \$768.00; Huntington National Bank, \$649.59; Young Truck Sales, \$501.82; Carroll County Treasurer, \$10,002.00; and Huntington National Bank, \$405.40.

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.


 9:06 AM

**IN THE MATTER OF
DOG POUND
MONTHLY REPORT - OCTOBER**

 9:06 AM


Cason Leggett, Dog Warden appeared before the Board to provide his monthly report for October 2024. Warden Leggett advised that 17 dogs came in, eleven dogs were adopted by new owners, seven dogs were reclaimed by their owners, five citations for no license were issued, and five citations for running at large were issued. Warden Leggett thanked Subaru of America and Huebner Subaru for hosting a successful adoption event at the beginning of October. Six dogs were adopted from the Dog Pound as a result of the event, and at least one dog was adopted from one of the three rescues that were also present at the event. Commissioner Modranski asked when the 2025 dog licenses go on sale. Warden Leggett advised that the licenses go on sale December 1, 2024 through January 31, 2025. Licenses are \$16.00 per dog. Licenses purchased after January 31, 2025 will have a \$16.00 penalty added.

**IN THE MATTER OF
COURTHOUSE CLOSURE**

 9:09 AM


Commissioner Wirkner advised the Courthouse and non-emergency county offices will be closed on Monday, November 11, 2024, in observance of Veteran’s Day.

**IN THE MATTER OF
MONTHLY REPORT – OCTOBER
CHILD SUPPORT ENFORCEMENT AGENCY**

 9:09 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed his report for October 2024 for the Carroll County Child Support Enforcement Agency. There was a total of 1,046 open, active cases. A copy is on file in the Commissioners’ Office.


**IN THE MATTER OF
MONTHLY REPORT – OCTOBER
CARROLL COUNTY TRANSIT**

 9:10 AM

Commissioner Wirkner advised that Sonja Trbovich, Director of Carroll County Transit has filed her report for the month of October 2024 showing 42,591 service miles driven; 2,340 total passenger trips; 47 declined rides; and an increase of 2.18% in total passenger trips compared to September 2024. A copy is on file in the Commissioners’ Office.


**IN THE MATTER OF
LIQUOR PERMIT**

Motion: to approve a new liquor permit for Dolgen Midwest LLC dba Dollar General Store 24619 located at 2086 Waynesburg Rd. NW, Harrison Township, Carrollton, Ohio 44615, with no request for a hearing, **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.

 9:10 AM


**IN THE MATTER OF
2024 WPCLF/HSTS PROJECT 2024-06
CHANGE ORDER NO. 1**

Motion: to approve change order no. 1 for the Water Pollution Control Loan Fund Project 2024-06 to increase the contract price by \$4,000.00 due to the cost of additional work needed to repair the system; change order no. 1 increases the total cost of the repair to \$17,500.00, **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.


 9:11 AM

**IN THE MATTER OF
2024 WPCLF/HSTS PROJECT 2024-06
CHANGE ORDER NO. 2**

Motion: to approve change order no. 2 for the Water Pollution Control Loan Fund Project 2024-06 to increase the contract price by \$1,500.00 due to the cost of additional work needed to repair the system; change order no. 2 increases the total cost of the repair to \$19,000.00, **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.

 9:12 AM

**IN THE MATTER OF
BID OPENING
WATER POLLUTION CONTROL LOAN FUND PROJECT #2024-07**


 9:13 AM

Commissioner Wirkner advised that one bid for WPCLF Project #2024-07, connection of one household to the Amsterdam Sewer System was received on November 7, 2024 at 9:00 am. Melissa Schaar, Clerk opened and read the bid. The information is as follows:

COMPANY	LOCATION	BID
J. B. Milner Complete Septic Service Inc.	Minerva, OH	\$35,000.00

Ms. Schaar advised that the sewer connection is going to involve a lot of extra work due to three different discharge locations coming out of the home and this is why the bid is much higher than the Board normally sees for sewer connections.


Motion: to table the bids for further review until Thursday, November 14, 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.

 9:15 AM

**IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
PHASE I ENVIRONMENTAL SITE ASSESSMENT**

Motion: to accept the proposal of Civil and Environmental Consultants, Inc. of Worthington, Ohio to conduct a Phase I Environmental Site Assessment at the Courthouse Annex Building located on Moody Avenue retroactive to November 5, 2024; the cost of the assessment is \$5,000.00, **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.

 9:16 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT
R & C LAWNCARE**

Motion: to approve the contract between R & C Lawncare of Carrollton, Ohio and the Board of Commissioners of Carroll County, Ohio for snow and ice control services for the term of October 1, 2024 through August 31, 2027, **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.

 9:17 AM

**IN THE MATTER OF
AGREEMENT/CONTRACT
PRECISION ENVIRONMENTAL**


Motion: to approve the contract between Precision Environmental Company of Independence, Ohio and the Board of Commissioners of Carroll County, Ohio for asbestos abatement and removal of universal waste at the Courthouse Annex Building located on Moody Avenue; the amount of the contract is \$209,246.00, subject to additions and deductions as provided; alternate 1 for boiler removal in the amount of \$16,840.00 and alternate 2 for mirror mastic removal in the amount of \$3,370.00 are also being accepted, bringing the contract total to \$229,456.00, **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.

 9:18 AM

**IN THE MATTER OF
ANNUAL MEETING - COUNTY ENGINEER & TOWNSHIP TRUSTEES**

Motion: to approve the annual meeting per Ohio Revised Code 5543.06 with the County Engineer and township officials on December 6, 2024 at 6:30 p.m. at the Carrollton Fraternal Order of Eagles with expenses estimated at \$750.00, **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.


 9:20 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. INR Ohio, LLC for waterline to be placed within existing utility crossing in Brown Township, Citrus Rd. (CR 68) for the Casper TWL project, HOP #1;
2. INR Ohio, LLC for waterline to be placed within existing utility crossing in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, HOP #2;
3. INR Ohio, LLC for waterline to be placed within existing utility crossing in Brown Township, Lander Rd. (TR 207) for the Casper TWL project, HOP #3;
4. INR Ohio, LLC for a driveway in Brown Township, Citrus Rd. (CR 68) for the Casper TWL project, TAR #1;
5. INR Ohio, LLC for a driveway in Brown Township, Citrus Rd. (CR 68) for the Casper TWL project, TAR #2;
6. INR Ohio, LLC for a driveway in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, TAR #3;
7. INR Ohio, LLC for a driveway in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, TAR #4;
8. INR Ohio, LLC for a driveway in Brown Township, Lander Rd. (TR 207) for the Casper TWL project, TAR #5;
9. INR Ohio, LLC for a driveway in Brown Township, Lander Rd. (TR 207) for the Casper TWL project, TAR #6;
10. INR Ohio, LLC for a driveway in Brown Township, Citrus Rd. (CR 68) for the Casper TWL project, TAR #7;
11. INR Ohio, LLC for a driveway in Brown Township, June Rd. (TR 200) for the Casper TWL project, TAR #8;
12. INR Ohio, LLC for a driveway in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, TAR #9;
13. INR Ohio, LLC for a driveway in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, TAR #10;
14. INR Ohio, LLC for a driveway in Brown Township, Avalon Rd. (CR 20) for the Casper TWL project, TAR #11;

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.


 9:21 AM

**IN THE MATTER OF
CLERK’S REPORT**

 9:27 AM


April D. Mayle, Assistant Clerk I appeared before the Board to advise residents that the Carroll County Engineer’s office is hiring a Highway Worker IV and a Highway Worker IV Mechanic and Carroll County Transit is hiring drivers. Information about these jobs can be found at carrollcountyohio.us. Just click on quick links and select employment opportunities.

**IN THE MATTER OF
APPROPRIATION – CORONER’S OFFICE**


 9:28 AM

Commissioner Modranski advised that he received an email from Dr. Haas, the Carroll County Coroner requesting an additional \$4,000.00 for his 2024 budget. Dr. Haas advised that he has had some unusual cases that have required specialized DNA testing and forensic testing and his contractual services budget is nearly depleted.

Motion: to approve the appropriation in the amount of \$4,000.00 for the Carroll County Coroner’s 2024 budget, **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.


 9:29 AM

**IN THE MATTER OF
FY24 BUILDING DEMOLITION GRANT**

 9:30 AM


Commissioner Modranski advised that the Board has been approved for the FY2024 Building Demolition and Site Revitalization Program grant in the amount of \$500,000.00. Commissioner Modranski advised that Carroll County applied for the grant for 13 properties. The application is now in the cure process, and the State anticipates sending out grant agreements by the end of the year. The completion date of the grant is July 2025, however the state advised that extensions will be given, if needed.

**IN THE MATTER OF
BUILDING MAINTENANCE**

 9:31 AM


Commissioner Leggett advised that he plans to have updates and start times for some upcoming projects on Thursday, November 14, 2024.

**IN THE MATTER OF
PROSECUTOR OPINION**

 9:32 AM

Commissioner Wirkner advised that the phones and the firewall are going to need replaced soon. Commissioner Wirkner advised he would like to have an additional resource to assist with both of these projects.


Motion: to send the Consulting Services Agreement with Ruts CG, LLC 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** Commissioner Christopher R. Modranski, **Seconded by** Vice President Donald E. Leggett II. Motion carried on unanimous vote.

 9:33 AM

Commissioner Wirkner advised that there is a lot of information to review regarding phone upgrades, equipment upgrades, the firewall, and internet services. There are proposals that keep the old phones and do upgrades. There are proposals for new phones. Commissioner Wirkner will bring updates back to the Board.

**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.

 9:35 AM

PREPARED BY:

/s/ Melissa N. Schaar
Melissa N. Schaar, Clerk

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 II
Donald E. Leggett, Vice President

/s/ Christopher R. Modranski
Christopher R. Modranski, Commissioner