



**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

Eva N. Johnson, 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, November 7, 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)
Thomas Konst, Director	RPC	OMEGA TAC Meeting	New Philadelphia, Ohio	11/14/2024	\$35.00
Sean R.H. Smith, Judge	Probate/Juvenile	Membership	N/A	N/A	\$555.00
Sean R.H. Smith, Judge	Probate/Juvenile	Membership	N/A	N/A	\$350.00
Melissa N. Schaar, Clerk	Commissioners	OneOhio Meeting	New Philadelphia, Ohio	11/15/24	\$35.00
Robert E. Wirkner, Commissioner	Commissioners	MCJAS Commissioner Meeting	Canton, Ohio	11/19/24	\$40.00
Donald E. Leggett II, Commissioner	Commissioners	MCJAS Trustee & Commissioner Meeting	Canton, Ohio	11/19/24	\$40.00
Christopher R. Modranski, Commissioner	Commissioners	MCJAS Commissioner Meeting	Canton, Ohio	11/19/24	\$40.00

**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
20918	Salaries – Admin Employees	20918-11600-50020	\$965.00
20918	PERS – Admin – CDBG	20918-11600-51070	\$125.00
20918	Medicare – Admin – CDBG	20918-11600-51090	\$14.00
10000	Small tools/minor equip – auditor	10000-11101-54440	\$6,219.00
20710	Transportation Repairs	20710-51400-53432	\$10,000.00

**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** Vice President Donald E. Leggett II, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.


 9:04 AM

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

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


FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
20022	MACHINERY & EQUIP	20022-12135-55044	CONTRACTS	20022-12135-53300	\$3,000.00
10000	Repairs and Maintenance – Commissioners	10000-11001-53430	Advertising – Commissioners	10000-11001-53325	\$1,200.00
20000	Permanent Improvement	20000-21300-55055	Other Expenses	20000-21300-56090	\$2,000.00
10000	Other expenses – auditor	10000-11101-56090	Advertising – auditor	10000-11101-53325	\$500.00
20410	Other expenses – auditor r/e	20410-11103-56090	Small tools/minor equip – auditor r/e	20410-11103-54440	\$2,000.00
20708	Supplies	20708-11180-54400	Officials	20708-11180-50021	\$550.00
20400	REIMBURSEMENTS TO CS50 – PUBLIC ASSISTANCE FUND – SOCIAL	20400-51321-58000	SMALL TOOLS AND MINOR EQUIPMENT – PUBLIC ASSISTANCE FUND	20400-51320-54440	\$8,000.00
10000	Probation – Health Insurance	10000-12174-51100	Probation – PERS	10000-12174-51070	\$4,500.00

**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.

 9:05 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.

 9:06 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:** The Sidwell Company, \$975.00; Borden Office Equipment, \$732.37; Carroll County Treasurer, \$3,690.00; Huntington National Bank, \$588.66; Huntington National Bank, \$1,313.15; Visual Edge IT, Inc, \$308.50; Deluxe Body, \$12,140.56; Frontier, \$426.41

**DJFS:** Caregiver’s Helpers, Inc, \$5,737.94; Carroll County Health Department, \$640.61; Carroll County Treasurer, \$269.97; Framco Services Inc, \$1,334.85; Ohio Mentor, Inc, \$23,438.17; PA Fund, \$10,832.82; Pathway, \$3,170.06; Redemption, Inc, \$5,920.40; Treasurer of State, \$3,126.25

**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  
REGIONAL PLANNING**

 9:07 AM

Tom Konst, Regional Planning Director appeared before the Board to advise that the Regional Planning Commission has approved a new procedure for obtaining house numbers and subdivision splits. Mr. Konst advised there is a new application for house numbers, which also includes a driveway permit. Before being able to assign a house number, the approving authority, whether it be Ohio Department of Transportation (ODOT), the county, or the township, will need to approve the driveway. Mr. Konst discussed more about the application. Mr. Konst advised the state sewage rules now address all subdivision splits have to be reviewed for home sewage and water prior to approval. The applications are online on the Recorder’s page, Auditor’s page, the health department’s page, the map office page, and the regional planning page. Mr. Konst discussed more about the house number and subdivision split applications.

**IN THE MATTER OF  
JFS – NEW VEHICLE**


 9:15 AM

Kate Offenberger, Job and Family Services (JFS) Director appeared before the Board to request permission to purchase a vehicle that would be in the County Commissioners’ name. Ms. Offenberger advised JFS received funds from the American Rescue Plan Act (ARPA) for adult protective services. JFS received three quotes, one being from Huebner Chevrolet quoting a 2025 Subaru Forester for \$32,852.36. The other two quotes came from Guess Motors quoting a 2024 Ford Bronco for \$34,470.00 and a 2024 Ford Escape for \$33,000.00. Ms. Offenberger advised JFS has decided to go with the 2024 Ford Escape from Guess Motors for a total cost of \$33,000.00. The car will be purchased with the ARPA funds JFS received. Ms. Offenberger advised the Ford Escape will be easy for the elderly adults to get in and out of. Commissioner Modranski asked if the new vehicle will replace one of the vehicles JFS already owns. Ms. Offenberger advised at this point it will not replace any of the five vehicles that her department owns. Commissioner Wirkner asked if the quotes were based on state bid pricing. Ms. Offenberger advised they were not state bids. Commissioner Leggett asked how many employees use the vehicles on a daily. Ms. Offenberger advised there are eight employees who use the vehicles.

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**Motion:** to approve the purchase of the 2024 Ford Escape from Guess Motors at a cost of \$33,000.00, **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.

 9:18 AM


**IN THE MATTER OF  
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)**

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

- 1. Paul Potesta for road pavement / Geotech borings for EOG Haul Route in Brown Township, on Citrus Rd. (CR 68);
- 2. Paul Potesta for road pavement / Geotech borings for Encino Haul Route in Perry Township, on Aster Rd (CR 17);

**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.

 9:19 AM

**IN THE MATTER OF  
CANYON ROAD CR 54 RESURFACING PROJECT CAR CR54 3.96, PID 119998  
CHANGE ORDER NO. 2 – NORTHSTAR ASPHALT, INC.**

**Motion:** to approve change order no. 2 for Northstar Asphalt, Inc. for the Canyon Road Resurfacing Project, CAR CR54 3.96, PID #119998 to decrease the price \$13,235.40 due to less materials used than previously estimated, which brings the total price of the contract to \$475,707.60, **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** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.

 9:21 AM


**IN THE MATTER OF  
2024 WATER POLLUTION CONTROL LOAN FUND  
BID ACCEPTANCE & NOTICE OF AWARD – PROJECT 2024-07**

Commissioner Modranski advised this particular septic system has some significant work that needs done compared to usual sewer systems. There are some minor standards, masonry work, and three different outputs of the residence, which is why the bid is so high. Commissioner Wirkner advised there is some additional cement work that will be completed.

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**Motion:** to accept the bid of JB Milner Complete Septic Service Inc. of Minerva, OH in the amount of \$35,000.00 for the 2024 WPCLF/HSTS project 2024-07, to connect one household to the Amsterdam Sewer System; and to issue a Notice of Award regarding same, as recommended by Melissa N. Schaar, Clerk, **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.

 9:22 AM

**AGREEMENT/CONTRACT – JB MILNER  
2024 WATER POLLUTION CONTROL LOAN FUND 2022-09**

**Motion:** to approve a contract and issue a notice to proceed to JB Milner Complete Septic Service Inc. of Minerva, OH, in the amount of \$7,000.00 to repair one septic system for the 2024 Water Pollution Control Loan Fund project 2022-09 at a residence located on Roswell Rd. in Carrollton, **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.


 9:24 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**

**JB MILNER COMPLETE SEPTIC SERVICE INC. CONTRACT**

**Motion:** to send the Water Pollution Control Loan Fund contract with JB Milner Complete Septic Service Inc. of Minerva, OH to the Prosecutor for his approval, **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.


 9:24 AM

**AGREEMENT/CONTRACT – JB MILNER**

**2024 WATER POLLUTION CONTROL LOAN FUND 2024-02**

**Motion:** to approve a contract and issue a notice to proceed to JB Milner Complete Septic Service Inc. of Minerva, OH, in the amount of \$12,000.00 to install one septic system for the 2024 Water Pollution Control Loan Fund project 2024-02 at a residence located on Arrow Rd. in Minerva, **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.


 9:25 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**

**JB MILNER COMPLETE SEPTIC SERVICE INC. CONTRACT**

**Motion:** to send the Water Pollution Control Loan Fund contract with JB Milner Complete Septic Service Inc. of Minerva, OH to the Prosecutor for his approval, **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.


 9:25 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**


**OHIO DEPARTMENT OF DEVELOPMENT**

**Motion:** to send the agreement between the Ohio Department of Development and the Board of Commissioners of Carroll County, Ohio for the PY 2024 Critical Infrastructure Grant 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.


 9:27 AM

**IN THE MATTER OF  
CLERKS REPORT**

 9:28 AM


Melissa N. Schaar, Clerk appeared before the Board to advise that the Health Department has programs available to assist Carroll County residents with car seats, cribs and education for both items. The Health Department is also a Heart of Ohio Diaper Bank location. Ms. Schaar advised that information for all of these programs has been shared to the Commissioners Facebook page.

**IN THE MATTER OF  
CLERKS REPORT**

 9:28 AM

Melissa N. Schaar, Clerk appeared before the Board to advise that Carroll County’s Annual Christmas Parade will be held on Saturday, November 30, 2024. Line up begins at 4:00 p.m. on 3<sup>rd</sup> Street from Park Avenue for walkers and pickup trucks. Large utility vehicles and trucks will line up at the Fairgrounds. The parade will step off at 6:00 p.m. The theme for the parade is The Spirit of Christmas. No Santa costumes are allowed and there is no pre-registration needed. Ms. Schaar advised that this information is also available on the Commissioners’ Facebook page.

**IN THE MATTER OF  
COURTHOUSE FRONT DOORS**


 9:29 AM

Commissioner Leggett advised the week of December 2, 2024 the courthouse front doors will need to be opened due to the 2<sup>nd</sup> floor tile project. Sheriff Calvin Graham will make sure we have a security guard at the front doors to screen citizens as they enter the courthouse.


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**Motion:** to open the front doors of the courthouse for the week of December 2, 2024 due to the 2<sup>nd</sup> floor tile 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.


 9:30 AM

**IN THE MATTER OF  
COURTHOUSE ANNEX BUILDING**

 9:30 AM

Commissioner Leggett advised the asbestos removal at the annex building has been started. Commissioner Leggett advised he was there yesterday to meet with a few general contractors one last time. The asbestos removal team will be there another three or four weeks. Commissioner Wirkner asked if it is going to be a multi-page project. Commissioner Leggett advised yes, they are currently in the upstairs project area and once they are finished with the upstairs they will move to the downstairs and back sections of the annex building.

**IN THE MATTER OF  
AGREEMENT/CONTRACT  
RUTS CG, LLC**


 9:31 AM

Commissioner Wirkner advised our current IT service provider has issued a notice of termination for November 30, 2024. Commissioner Modranski asked if the notice of termination was for the Commissioners’ office. Commissioner Wirkner advised yes, only for the Commissioners’ office, however, he has had discussion with other departments who would like to switch from their IT service provider to Ruts CG, LLC. Commissioner Wirkner advised he sees an opportunity to get the entire courthouse to switch to Ruts CG, LLC. Commissioner Modranski advised that Economic Development and Regional Planning share the same IT service provider as the Commissioners’ office and both departments have received the same notice of termination, so Economic Development and Regional Planning will also be signing with Ruts CG, LLC to be their new IT service provider.


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**Motion:** to approve the Consulting Services Agreement between Ruts CG, LLC of Carrollton, Ohio and the Board of Commissioners of Carroll County, Ohio for IT services for the term of November 14, 2024 through November 14, 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** Commissioner Christopher R. Modranski, **Seconded by** Vice President Donald E. Leggett II.

Motion carried on unanimous vote.

 9:35 AM

**IN THE MATTER OF  
COURTHOUSE FIREWALL**


 9:36 AM

Commissioner Wirkner advised the Commissioners’ office received quotes for four different firewalls. There has been an attempt to receive a quote from Forerunner for over 30 days, but the Commissioners’ office still has not received one. Commissioner Wirkner recommended a Sophos XGS 3100 Firewall, which comes with a 36-month Xtreme Protection Plan and is also recommended by the Commissioners’ new IT service provider. Commissioner Leggett asked if the protection plan is for 12-month plan. Commissioner Wirkner advised the protection plan is a 36-month plan.


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**Motion:** to purchase the Sophos XGS 3100 Firewall with a 36-month Xtreme Protection Plan at total cost of \$3,590.84, **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.


 9:39 AM

**IN THE MATTER OF  
LEPC MEETING**

 9:40 AM


Commissioner Wirkner advised that he attended a Local Emergency Planning Committee (LEPC) meeting this week. The state Emergency Management Agency (EMA) has notified the LEPC Committee that there will need to be do outs in the coming year and there will need to be exercises performed by LEPC and the EMA. Commissioner Modranski asked if the exercises will be table top or real-life exercises. Commissioner Wirkner advised there must be a minimum of a table top exercise, however, there is a local oil producer that will be doing an actual exercise. Commissioner Wirkner advised that at the LEPC meeting he asked the Stadium A Director if it would be possible for the LEPC and EMA to collaborate with the oil producers during the exercise. Commissioner Wirkner advised the answer he received was yes, they can collaborate their exercises.

**IN THE MATTER OF  
AIRPORT AUTHORITY BOARD MEETING**

 9:41 AM

Commissioner Wirkner advised that at the Airport Authority Board meeting, there was a local property owner that has a signed agreement indicating that when the trees are removed, the tree stumps are to be removed along with the tree and the ground is to be shaped again, however, that did not happen. The property owner contacted the President of the Board regarding the matter and the President indicated they had been advised to leave the tree stumps to prevent erosion of the property. Commissioner Wirkner advised the property owner feels since it is their property and it was written in the agreement to remove the tree stumps and shape the ground accordingly then that is how it should be done. The Airport Authority Board’s Attorney is taking the time to review the situation at hand.


**IN THE MATTER OF  
COMMISSIONERS MEETING**

 9:45 AM

Commissioner Wirkner advised the staff in the Commissioners’ office, other than Commissioner Modranski, will be attending the County Commissioners Association of Ohio (CCAO) Winter Conference on December 4<sup>th</sup> through the 6<sup>th</sup> and will not be returning until late on December 6, 2024 so the Clerks will not have sufficient time to prepare for the Monday, December 9, 2024 meeting.  
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**Motion:** to postpone the Monday, December 9, 2024 meeting from 9:00 a.m. to 1:00 p.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.


 9:46 AM

**IN THE MATTER OF  
EXECUTIVE SESSION**

**Motion:** to enter into executive session per ORC 121.22(G)(1) to consider the employment of a public employee or official, **Action:** Upon the call of the roll, 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.

 9:46 AM


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Board members reconvened with no action taken at  10:19 AM

**Motion:** to return from executive session, **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.

 10:19 AM

**IN THE MATTER OF  
AIRPORT AUTHORITY BOARD MEETING**


 10:19 AM

Commissioner Wirkner advised there is an individual that has expressed interest in the vacant seat on the Airport Authority Board and he has met with the individual. The Board will be receiving a brief regarding their background and why they would like to be a member of the Board. Once that has been forwarded to the Board, it will be taken into consideration. Commissioner Wirkner advised that the Board has already voted and approved this individual to be nominated as a member.

**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.

 10:20 AM

**PREPARED BY:**

/s/ Eva N. Johnson  
Eva N. Johnson, 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 II  
Donald E. Leggett, Vice President

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