



**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**

 9:02 AM

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

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**


 9:02 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, November 25, 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)
Eva N. Johnson, Assistant Clerk II Melissa N. Schaar, Clerk April D. Mayle, Assistant Clerk I	Commissioners	Winter Conference 2024	Columbus, OH	12/2/24- 12/5/24	\$1,200.00
Donald E. Leggett, Commissioner	Commissioners	Winter Conference 2024	Columbus, OH	12/2/24- 12/5/24	\$1,200.00
Robert E. Wirkner, Commissioner	Commissioners	Winter Conference 2024	Columbus, OH	12/2/24- 12/5/24	\$1200.00
Jill Tucker, Service Coordinator	JFS	OCTF Quarterly Meeting	Cambridge, OH	12/10/24	\$80.00

**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  
APPROPRIATION(S)**

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

FUND	NAME	CODE	AMOUNT
10000	Health Insurance – Commissioners – Bonds – Insurance	10000-11260-51100	\$500.00
40020	Capital Projects – General Permanent Improvement	40020-11015-55000	\$6,500.00

**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.


 9:04 AM

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

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


FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
10000	Salaries – Officials	10000-51255-50010	Salaries – Employees	10000-51255-50020	\$10,000.00
10000	Health Insurance	10000-12170-51100	Salaries	10000-12170-50020	\$2,000.00
10000	Salaries – Auditor – Employees	10000-11101-50020	Contractual Services	10000-11101-53300	\$9,794.50
10000	Health Insurance – Auditor	10000-11101-51100	Contractual Services	10000-11101-53300	\$9,794.49
10000	Child Support – Juvenile Court	10000-12140-56030	Health Insurance – Juvenile Court	10000-12141-51100	\$5,305.00
20000	Health Insurance	20000-21300-51100	Salaries – Auditor – Employees	20000-21300-50020	\$2,000.00

**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.

 9:04 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:** Quadient, Inc., \$1,000.00; Matthew Bender & Company, Inc., \$517.21; Total ID Solutions, Inc., \$195.00; Oyer, Patricia, \$209.04; Byrna Technologies, \$3,026.51; American Electric Power, \$882.59.

**DJFS:** PSCAO, \$4,884.92.

**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  
TRANSFER OF FUNDS  
COURTHOUSE SECURITY**

 9:06 AM


Bill Wohlwend, Clerk of Courts appeared before the Board. Mr. Wohlwend advised that the courthouse security committee met in November. Mr. Wohlwend is requesting to transfer \$40,000.00 into the general fund from the excess title fund. Mr. Wohlwend is requesting the money be put in the Carroll County security salary line and be used to pay for the additional security guard. Commissioner Leggett expressed his gratitude.

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**Motion:** to approve a transfer of \$40,000.00 from the B025 Title fund to the general fund to be placed into the Carroll County security salary line 10000-11029-50020 to pay for additional security, **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.


 9:07 AM

**IN THE MATTER OF  
MONTHLY REPORT – NOVEMBER 2024  
SHERIFF'S OFFICE**

 9:07 AM

Commissioner Wirkner advised Sheriff Calvin Graham filed his report for the month of November 2024 showing 1,415 meals served and 136 washes completed. A copy is on file in the Commissioners' office.

**IN THE MATTER OF  
PRESIDING JUDGE-2025 TERM**


 9:08 AM

Commissioner Wirkner advised per the Miscellaneous Docket from Common Pleas Court that Judge Michael V. Repella II, Carroll County Common Pleas Court, General and Trial Division, shall serve as "Presiding Judge" for the Carroll County Common Pleas Court for the 2025 term commencing January 1, 2025, and terminating December 31, 2025.

**IN THE MATTER OF  
APPOINTMENT – ROBERT E. WIRKNER  
BOARD OF GOVERNORS - RTIP**

**Motion:** to re-appoint Commissioner Robert E. Wirkner as the official representative and Donald E. Leggett II as the alternate representative for the Board of Governors of the Regional Transportation Improvement Project (RTIP) for a four-year term beginning January 1, 2025 and ending on December 31, 2028, **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.

 9:09 AM

**IN THE MATTER OF  
APPOINTMENT – ROBERT E. WIRKNER  
CARROLL COUNTY FOUNDATION**

**Motion:** to re-appoint Robert E. Wirkner to the Carroll County Foundation for three-year term beginning January 1, 2025 and ending on December 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.

 9:09 AM

**IN THE MATTER OF  
APPOINTMENT – DAVE BERNARD  
AIRPORT AUTHORITY BOARD**

**Motion:** to appoint Dave Bernard to the Carroll County Airport Authority Board for a remainder of a five-year term that expires June 30, 2025, **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  
RELEASE OF PERFORMANCE BOND  
CARROLL COUNTY CR 54 PAVEMENT RESURFACING PROJECT**

**Motion:** to release the performance bond of Northstar Asphalt Inc. of North Canton for the Carroll County CR 54 Pavement Resurfacing Project, ODOT Project #119998 as said work is completed and the County Engineer recommends the release, **Action:** Vote was recorded as follows: YEA: Vice President Donald E. Leggett II and Commissioner Christopher R. Modranski; NEY: None; ABSENT: President Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.

 9:11 AM

**IN THE MATTER OF  
CARROLL COUNTY ENVIRONMENTAL SERVICES  
WASTEWATER LIFT STATIONS REPLACEMENT & UPGRADE**


 9:12 AM

Commissioner Leggett advised that EA Associates is the engineering firm that is going to replace the lift stations and pumps for Carroll County Environmental Services. Roy Ford, Carroll County Environmental Services Director, advised that there are six at Lake Mohawk and four in the regular system that need to be replaced. Commissioner Modranski advised that a Request for Qualifications (RFQ) was sent out and EA Associates submitted one. Commissioner Modranski advised that the next step is to have them submit a design and the project will go out to bid. Mr. Ford advised that he has used EA Associates before for different projects and they have always done a good job.

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**Motion:** to select EA Associates as the engineering firm for the Carroll County Environmental Services Wastewater Lift Stations replacement and upgrade, **Action:** Vote was recorded as follows: YEA: Vice President Donald E. Leggett II and Commissioner Christopher R. Modranski; NEY: None; ABSENT: President Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Donald E. Leggett II, **Seconded by** Commissioner Christopher R. Modranski.

Motion carried on unanimous vote.

 9:13 AM

**IN THE MATTER OF  
RUMA AGREEMENT – UNCLE PIPELINE 2 & HOLLYFIELD WELL CONNECT  
CARDINAL GAS SERVICES, LLC**


**Motion:** to approve a Road Use Maintenance Agreement by and between the Board of Commissioners and Cardinal Gas Services, LLC to commence use of 1.2 miles of CR 11 (Antigua Road) and 1.5 miles of CR 51 (Cactus Road) for the purpose of ingress to and egress from the Uncle Pipeline Phase 2 and the Hollyfield Well Connect, for traffic necessary for the purpose of construction and completion operations at the Uncle Pipeline Phase 2 and the Hollyfield Well Connect 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** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski. Motion carried on unanimous vote.

 9:14 AM


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

**Motion:** to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:  
1. Carroll Electric to set up temporary traffic control to replace electric pole in East Township, Apollo Road (CR 12), Section 17;  
2. Carroll Electric to set up temporary traffic control to replace electric pole in East Township, Aurora Road (CR 18), Section 28 & Section 29,

**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.

 9:16 AM

**IN THE MATTER OF  
BUILDING & GROUNDS**


 9:17 AM


Edward Hale, Lee Township citizen appeared before the Board to thank the Commissioners for approving the idea of planting Daffodil bulbs outside the courthouse. Mr. Hale advised that it is late in the year to plant Daffodil bulbs. Mr. Hale advised that he is a member of the Great Divide Ruritans, and they will be maintaining the flower beds around the courthouse. Mr. Hale advised that they plan to plant annuals in the Spring to add color, and they will plant the Daffodil bulbs in September or October. Commissioner Modranski thanked Mr. Hale for assuming this project.

**IN THE MATTER OF  
EXECUTIVE SESSION**

**Motion:** to enter into Executive Session per ORC 121.22(G)(8)(1) to consider the compensation of a public employee, **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** Vice President Donald E. Leggett II **Seconded by** Commissioner Christopher R. Modranski.


Motion carried on unanimous vote.

 9:19 AM


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The Board reconvened with no action taken at  9:30 AM.

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**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.

 9:30 AM

**IN THE MATTER OF  
CARROLL COUNTY ENVIRONMENTAL SERVICES  
PERSONNEL**


 9:30 AM

Commissioner Wirkner advised that Stacy Taylor will be assigned more duties as Office Administrator than she is currently doing as Office Clerk. Commissioner Wirkner asked Roy Ford, Carroll County Environmental Services Director, if Ms. Taylor had the degree needed to be the Office Administrator. Mr. Ford advised Ms. Taylor has an accounting degree with a specialty in government accounting, auditing, and budgetary.


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**Motion:** to promote Stacy Taylor, Carroll County Environmental Services Office Clerk to Office Administrator and provide an increase in pay of \$1.82 per hour, **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.


 9:32 AM

**IN THE MATTER OF  
CARROLL COUNTY ENVIRONMENTAL SERVICES  
EQUIPMENT**

 9:33 AM


Commissioner Modranski advised that the Carroll County Environmental Services has logos on their trucks now that identify their business. Commissioner Leggett asked Mr. Ford, Carroll County Environmental Services Director, if he has plans to put the logo on their backhoe too. Mr. Ford advised that he wasn't going to put the logo on the backhoe, but he will if the Commissioners want him too. The Board advised that it would be good to have the logo on the equipment too so residents know who the equipment belongs to.

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

 9:34 AM


Melissa N. Schaar, Clerk appeared before the Board to advise viewers that the Carroll County Health Department is a Breast and Cervical Cancer Project Provider. They offer mammogram referrals and pap testing. Residents can schedule an appointment by calling 330.627.4866 extension 1530. Ms. Schaar advised that this information has been shared on the Commissioners' Facebook page.

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

 9:35 AM


Melissa N. Schaar, Clerk appeared before the Board to remind viewers that the Commissioners and staff will be attending the 2024 County Commissioners Association of Ohio Winter Conference on Wednesday, December 4, 2024 through Friday, December 6, 2024 in Columbus, Ohio. The Commissioners office will be closed and there will be no meeting on Thursday, December 5, 2024. The Monday, December 9, 224 meeting will begin at 1:00 p.m. This information has been shared on the Commissioners' Facebook page and posted on bulletin boards within the courthouse.

**IN THE MATTER OF  
CIC MEETING**

 9:36 AM

Commissioner Modranski advised that there will be a Community Improvement Corporation (CIC) meeting tomorrow to discuss the development of the Commerce Park.

**IN THE MATTER OF  
COURTHOUSE FIREWALL**


 9:37 AM

Commissioner Wirkner advised that a 48-port switch will need to be replaced in conjunction with the new firewall.


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**Motion:** to purchase a 48-port switch that needs to be replaced in conjunction with the firewall at the cost of \$2,276.00 plus \$675.00 for three-year support, **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.

 9:38 AM

**IN THE MATTER OF  
COURTHOUSE PHONE SYSTEM**


 9:38 AM

Commissioner Wirkner advised that the support for the courthouse phone system will cease at the end of this year. Commissioner Wirkner would like the other Commissioners to review the proposals that were received and they will discuss at Monday's meeting.

**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.

 9:38 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