



**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**

 9:00 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, December 12, 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)
Brian J. Wise, Engineer	Engineer	CEAO, Hannah Report, ARTBA and NACE membership	N/A	12/16/24	\$2,140.80
Robert E. Wirkner, Commissioner	Commissioners	RTIP Meeting	Minerva, OH	12/20/24	\$20.00
Christopher R. Modranski, Commissioner	Commissioners	COG Meeting	Cadiz, OH	12/20/24	\$38.00

**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
10000	Transfer Out	10000-81280-59200	\$1,280.90
	Federal Tax Withholding – Payroll Federal Tax Withholding Fund		
80197		80197-99999-56040	\$1,280.90

**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	Contractual Services	10000-12155-53300	Small Tools & Minor Equipment	10000-12155-54440	\$150.00
10000	Contractual Services	10000-12155-53300	Small Tools & Minor Equipment	10000-12155-54440	\$1900.00
10000	Health	10000-11180-51100	Supplies	10000-11180-54400	\$17.09

10000	Fees – Juror – Probate Court	10000-12155-52002	Salaries – Officials – Probate	10000-12155-50010	\$125.00
20420	Salaries – Employees – Engineer – Bridge	20420-31360-50020	Health Insurance Engineer – Bridge	20420-31360-51100	\$2,500.00

**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.

 9:03 AM


**IN THE MATTER OF  
TRANSFER OF FUNDS**

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

FUND	CODE (FROM)	CODE (TO)	AMOUNT
10000	10000-81280-59200	80197-99999-49800	\$1,280.90

**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  
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.

 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:** Thomas Law Firm, Inc., \$400.00 and Municipal Associates LLC, \$5,929.00.


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

Motion carried on unanimous vote.

 9:05 AM

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


 9:05 AM

Merle Long, Assistant Dog Warden appeared before the Board to give the dog pound monthly report for November. Mr. Long advised that 19 dogs were impounded, 8 dogs were adopted out, 5 were redeemed, 0 were euthanized, 4 citations issued for no license, and 5 at-large citations were issued. Commissioner Modranski asked Mr. Long to explain to residents how they can obtain their dog license for 2025. Mr. Long advised that the dog pound is now using Docu-Pet, and licenses can be purchased online through the Auditor’s website, by cash or check at the Auditor’s office, or with cash only at the Dog Pound. Commissioner Modranski asked if the vendors are still available to purchase from. Mr. Long advised no; the vendors such as Gordon Graphics and Drugmart are not selling them anymore. Commissioner Wirkner asked what the reason was for the change. Commissioner Modranski advised that the Auditor’s office chose to start using DocuPet to process the dog tags. Commissioner Wirkner asked what residents who usually purchase their dog tags in person at one of the local vendors should do now. Commissioner Modranski advised that they can appear at the Dog Pound or at the Auditor’s office to purchase the license if they do not want to purchase online. Commissioner Wirkner asked when the Dog Warden usually sends out reminders about dog licenses. Mr. Long advised that under the old system, the Dog Warden’s office would receive a list of residents who did not purchase their dog licenses, and they would call those residents to inquire why they did not purchase a license and remind them to obtain one if they still own a dog. The Dog Warden would visit the home of owners who did not purchase a license after two weeks of being reminded. Mr. Long advised that DocuPet will send out reminders and keep a list of residents who did not purchase their licenses. Commissioner Wirkner asked the media to share this information in the paper to advise residents of this change. Commissioner Modranski advised that a press release made the front page of the paper a few weeks ago with this information. Mr. Long advised that he has had phone calls. Commissioner Wirkner advised that the information will be shared on the Commissioners’ Facebook page and asked Mr. Long to share the information on their page as well.

**IN THE MATTER OF  
ENGINEER**

**2024 COUNTY HIGHWAY SYSTEM MILEAGE CERTIFICATION**

**Motion:** to approve the 2024 County Highway System Mileage Certification for Carroll County in which we are responsible for maintaining 307.088 miles of public road per Brian J. Wise, Carroll County Engineer, **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  
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. Charter Communications for installation of fiber optic cable in Perry Township, Chalon Road (CR 61), Cashmere Road (CR 58), and Castle Road (CR 59);
2. Carroll Electric Cooperative to build an overhead powerline in Union Township, Canyon Road (CR 54),

**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.


 9:14 AM

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

 9:15 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carroll County Health Department is currently accepting donations for unopened diapers and wipes. If purchasing diapers, larger sizes are needed. This information has been shared to both the Carroll County General Health District and Carroll County Board of Commissioners Facebook pages.

**IN THE MATTER OF  
LOCAL BUSINESSES**

 9:15 AM


Commissioner Modranski advised that there are several local businesses that residents can support with their Christmas purchases this year and he encourages residents to support these businesses.

**IN THE MATTER OF  
BUILDINGS & GROUNDS  
COURTHOUSE ANNEX BUILDING**

 9:16 AM


Commissioner Leggett advised that the gas has been turned back on at the courthouse annex building. Commissioner Leggett advised that the gas was shut off over the summer when the hood system was removed from the kitchen. The boilers are fired back up now.

**IN THE MATTER OF  
CARROLL COUNTY SOLID WASTE  
RECYCLING BIN**

 9:16 AM

Commissioner Wirkner advised that the Solid Waste bins were removed from D & D Appliance after the building was sold to new owners who did not wish to have them there. Commissioner Wirkner advised that the Commissioners have a solid waste meeting today and discussion will be made about possible locations to place the bins in Center Township.

**IN THE MATTER OF  
VISITORS**


 9:17 AM

Edward Hale, resident advised that he was present to observe.

**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.

 9:17 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