



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

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM


Commissioner Leggett asked that everyone join in the reciting of the Pledge of Allegiance.

**IN THE MATTER OF
ROLL CALL / BOARD MEETING ATTENDANCE**

 9:00 AM

Commissioner Wirkner: Present; Commissioner Modranski: Present; Commissioner Leggett: 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, January 30, 2024 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner. 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) |
|---|------------------|--|---------------|---------------|---------------------------|
| Jennifer Burns, Director | JFS | East Central Directors Association | Cambridge, OH | 2/4/25 | \$50.00 |
| Wendy Boggess, Chief Probation Officer Jessie Kirkpatrick, Probation Officer Nick Yingling, Probation Officer | Probate/Juvenile | Ohio Police Juvenile Officers' Association | Athens, OH | 8/5/25-8/8/25 | \$1,975.00 |

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.


 9:01 AM

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

Motion: to approve the following appropriation(s):

| FUND | NAME | CODE | AMOUNT |
|-------|---|-------------------|-------------|
| 25907 | Transfer Out – PY23 CHIP Lead Abatement Program | 25907-11600-59200 | \$20,000.00 |

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski. Motion carried on unanimous vote.

 9:01 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 | Supplies and Materials – Commissioners | 10000-11001-54400 | Equipment – Computer/Imaging – Commissioners | 10000-11001-54421 | \$2,000.00 |
| 10000 | Computer/Imaging – Commissioners | 10000-11001-54420 | Equipment – Computer/Imaging – Commissioners | 10000-11001-54421 | \$2,000.00 |

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.

Motion carried on unanimous vote.

 9:02 AM


**IN THE MATTER OF
TRANSFER OF FUNDS**

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

| <u>FUND</u> | <u>CODE (FROM)</u> | <u>CODE (TO)</u> | <u>AMOUNT</u> |
|-------------|--------------------|-------------------|---------------|
| 25907 | 25907-11600-59200 | 10000-00100-49800 | \$20,000.00 |

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.


Motion carried on unanimous vote.

 9:02 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 Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.

Motion carried on unanimous vote.

 9:02 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: Carroll Electric Cooperative, \$2,207.54; American Electric Power, \$2,348.19; R&C Lawncare, \$1,065.00; Stitle Construction Corporation, \$81,900.00; R&C Lawncare, \$1,650.00; Navia Benefit Solutions, Inc., \$294.06; Long’s Lockup, \$660.00; R&C Lawncare, \$1,125.00; and T-Mobile USA, Inc. 100.80.


DJFS: None.

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:02 AM


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

 9:03 AM

Merle Long, Deputy Dog Warden, filed his report for the week of January 26, 2025 to February 1, 2025 showing 1 dog impounded, 1 adopted out, 0 redeemed, 0 euthanized, 0 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF
PY 2025 CDBG
REQUEST FOR QUALIFICATIONS – CONSULTING**


Motion: to accept Requests for Qualifications and Proposals (RFQ/P) for the PY 2025 Community Development and Block Grant (CDBG) for consulting services, to be due to the Commissioners’ office no later than Thursday, March 6, 2025 by 3:00 p.m., **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:03 AM

**IN THE MATTER OF
2024 WPCLF/HSTS PROJECT 2024-02
CHANGE ORDER NO. 1**

Motion: to approve change order no. 1 for the Water Pollution Control Loan Fund Project 2024-02 to increase the completion date by 60 days due to weather and illness; the price remains at \$12,000.00, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.


Motion carried on unanimous vote.

 9:04 AM

**IN THE MATTER OF
BID NOTICE
PETROLEUM FUEL PRODUCTS**

Motion: to accept bids up to and opened on Thursday, March 13, 2025 at 9:00 a.m. at the Engineer’s Office located at 200 Kensington Road NE, Carrollton, Ohio 44615 for furnishing 87 octane unleaded gasoline, premium grade off-road (dyed) diesel fuel, and premium grade on-road (un-dyed) diesel fuel to be delivered to the Carroll County Highway Garage located at 200 Kensington Road NE for the period of May 1, 2025 to April 30, 2026, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.


Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF
BID NOTICE
READY-MIX CONCRETE**

Motion: to accept bids up to and opened on Thursday, March 13, 2025, at 9:00 a.m. at the Engineer’s Office located at 200 Kensington Road NE, Carrollton, Ohio 44615 for ready-mix concrete to be used by the County Highway Department for the period April 23, 2025 through April 22, 2026, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.


Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF
BID NOTICE
ENGINEER ROAD MATERIALS**

Motion: to accept bids up to and opened on Thursday, March 13, 2025, at 9:00 a.m. at the Engineer’s Office located at 200 Kensington Road NE, Carrollton, Ohio 44615 for road materials to be used by the County Highway Department for the period of April 23, 2025 to April 22, 2026, including limestone, gravel, slag, cinders, and RACP, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.


Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF
BID NOTICE
ASPHALT MATERIALS & ROAD OIL**


Motion: to accept bids up to and opened on Thursday, March 13, 2025 at 9:00 a.m. at the Engineer’s Office located at 200 Kensington Road NE, Carrollton, Ohio 44615 for asphalt materials and road oil to be used by the County Highway Department for the period of April 23, 2025 through April 22, 2026, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:07 AM

**IN THE MATTER OF
RUMA AGREEMENT – WATKINS CR MON
EAP OHIO, LLC**


Motion: to approve a Road Use Maintenance Agreement by and between the Board of Commissioners and EAP Ohio, LLC, to commence use of 3.4 miles of CR 52 (Caddy Road) and 0.9 miles of CR 11 (Antigua Road) for the purpose of ingress to and egress from the Watkins CR MON, for traffic necessary for the purpose of construction and completion operations at the Watkins CR MON in Monroe Township, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:08 AM

**IN THE MATTER OF
RUMA AGREEMENT – HILLTOP CR UNI
EAP OHIO, LLC**


Motion: to approve a Road Use Maintenance Agreement by and between the Board of Commissioners and EAP Ohio, LLC, to commence use of 1.05 miles of CR 19 (Autumn Road) and .93 miles of TR 364 (Picador Road) for the purpose of ingress to and egress from the Hilltop CR UNI, for traffic necessary for the purpose of construction and completion operations at the Hilltop CR UNI in Union Township, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:09 AM

**IN THE MATTER OF
RUMA AGREEMENT – DAVIS FARMS
EAP OHIO, LLC**


Motion: to approve a Road Use Maintenance Agreement by and between the Board of Commissioners and EAP Ohio, LLC, to commence use of 1.05 miles of CR 19 (Autumn Road) and 1.33 miles of TR 364 (Picador Road), and .79 miles of TR 365 (Pillar Road) for the purpose of ingress to and egress from the Davis Farms, for traffic necessary for the purpose of construction and completion operations at the Davis Farms in Union Township, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:11 AM

**IN THE MATTER OF
PROSECUTOR OPINION**

Motion: to send the Phase 1 Environmental Site Assessment proposal document to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.


Motion carried on unanimous vote.

 9:11 AM


**IN THE MATTER OF
COMMUNITY DEVELOPMENT BLOCK GRANT – PY24 CRITICAL INFRASTRUCTURE
GRANT AGREEMENT**

Motion: to approve the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project and request the release of funds in the amount of \$280,000.00 for the Leesville Storm Sewer Flood & Drainage Facilities project, and authorize Commissioner Modranski to sign same, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.


 9:12 AM

**IN THE MATTER OF
CLERKS REPORT**

 9:13 AM

Eva N. Johnson, Assistant Clerk II appeared before the Board to advise viewers that the United Way of Greater Stark County is hosting tax clinics at the Carroll County District Library. United Way’s VITA Program prepares taxes for free for individuals and families with a household income under \$60k/year. Ms. Johnson advised there is a link on the flier that has been shared to both the Carroll County General Health District and Commissioners Facebook page.


**IN THE MATTER OF
CARROLL COUNTY HAZARDOUS MATERIAL RESPONSE TEAM
VEHICLE DONATION**

 9:14 AM


Commissioner Wirkner advised that Portage County would like to transfer a truck and a trailer to the Carroll County Hazardous Material (HAZMAT) Response Team. The Carroll County HAZMAT Response Team currently has equipment that does not meet their needs. Commissioner Wirkner advised that a Resolution will need to be passed to accept the vehicles after the Vehicle Identification Numbers (VIN) are obtained. Commissioner Wirkner advised that the current equipment owned by the Carroll County HAZMAT team will be sold on GovDeals. Commissioner Wirkner advised that Tom Cottis, Emergency Management Agency (EMA) Director has test driven the truck and both pieces of equipment are in good repair. Commissioner Wirkner advised that the vehicles will need to be relabeled under the Carroll County HAZMAT’s name. Commissioner Modranski asked if the truck is a Ford dually truck already outfitted with emergency lighting. Commissioner Wirkner said yes. Commissioner Modranski asked if the trailer is an enclosed tandem axle trailer that is already set up for safety and Commissioner Wirkner said yes. Commissioner Leggett advised that from the pictures, it looks like there is a generator in the vehicle. Commissioner Wirkner advised that he did not know. Commissioner Modranski asked if the truck only had 60,000 miles on it. Commissioner Wirkner advised that it has 65,000 miles on it.

Motion: to accept the transfer of equipment from Portage County to the Carroll County HAZMAT Response Team, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski **Seconded by** Commissioner Robert E. Wirkner.

Motion carried on unanimous vote.


 9:17 AM

**IN THE MATTER OF
COURTHOUSE FIREWALL & PHONE SYSTEM**


 9:17 AM

Commissioner Wirkner advised that the Commissioners’ office has been unable to coordinate a time with all the departments to install the equipment associated with the new firewall and the new phone system. Commissioner Wirkner advised that the installation will take place over the weekend before and during the Presidents’ Day holiday. Commissioner Wirkner advised that they will begin the installation at 4:00 pm on Friday, February 14, 2025, and will continue the installation into Monday, February 17, 2025. The offices that utilize Jason Rutledge from Ruts CG as their Information Technology (IT) service, will not be required to have anyone in their office for the firewall transfer. Commissioner Wirkner advised that the phone system installation will take place during the same weekend. Commissioner Wirkner advised that each department will need to either allow the custodial staff to access your office for the IT person or have a representative there to give access. Melissa Schaar, Clerk has prepared a sign-up sheet for each department to sign up for a one-hour window when their office can be accessed. Commissioner Wirkner advised that there will be time slots for Tuesday, February 18, 2025, but if you choose that date, you will not have phones or internet until the IT service gets the installation done.

Motion: for the installation of the new firewall and phone system to take place over Presidents’ Day weekend, and that the sign-up sheet dictate the order in which the office’s get switched over, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.


 9:21 AM

Motion: to allow each department head to offer comp time or overtime for their employees who come in during the holiday to give access to their offices, and for the Commissioners to reimburse those offices in the case of overtime, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 9:22 AM

**IN THE MATTER OF
ADJOURN**

Motion: to adjourn, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:23 AM

PREPARED BY:

/s/ April D. Mayle
April D. Mayle, Assistant Clerk I

We hereby certify the foregoing to be true and correct.

/s/ Melissa N. Schaar
Melissa N. Schaar, Clerk
/s/ Donald E. Leggett II
Donald E. Leggett II

BOARD OF COMMISSIONERS OF CARROLL COUNTY

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