



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

 9:00 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 Monday, Monday, April 7, 2025 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.


 9:00 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)
Robert E. Wirkner, Commissioner	Commissioners	CCAO Southeast District Meeting	Cambridge, OH	4/14/25	\$90.00
Robert E. Wirkner, Commissioner	Commissioners	RTIP	Minerva, OH	4/18/25	\$40.00

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(S)

Motion: to approve the following appropriation(s):


FUND	NAME	CODE	AMOUNT
10000	Advertising – Weights and Measures – Auditor	10000-11102-53325	\$250.00

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
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 County Treasurer, \$12,759.00; Washington Township Trustee, \$7,927.12; Union Township Trustees, \$6,346.19; Rose Township Trustees, \$10,416.16; Perry Township Trustees, \$8,612.75; Orange Township Trustees, \$8,629.04; Monroe Township Trustees, \$10,220.89; Loudon Township Trustees, \$7,531.24; Lee Township Trustees, \$7,348.58; Harrison Township Trustees, \$13,026.11; Fox Township Trustees, \$9,275.69; East Township Trustees, \$7,825.51; Center Township Trustees, \$14,614.76; Brown Township Trustees, \$28,942.39; Augusta Township Trustees, \$9,283.57.
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
PROSECUTOR OPINION

Motion: to request guidance from the Prosecutor for protocol regarding the vacation of an elected official position, **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
PROSECUTOR OPINION

Motion: to send the service agreement with Maximus US Services, Inc. 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.


 9:03 AM

IN THE MATTER OF
MEETING

 9:03 AM


Commissioner Leggett advised that the Commissioners’ meeting scheduled for Monday, April 14th will start at 10:00 am.

IN THE MATTER OF
CGAR
COST OF LIVING RAISE


 9:03 AM

Dawn Faulk, Superintendent of the Carroll Golden Age Retreat (CGAR) appeared before the Board to discuss cost of living adjustments for employees of CGAR. Commissioner Modranski advised that the county does cost of living adjustments county wide at the beginning of the year. Commissioner Modranski advised that CGAR has always done theirs in April. Commissioner Modranski advised that Ms. Faulk does hers based on merit. Ms. Faulk presented a review to Commissioner Modranski. Commissioner Modranski advised that a majority of her staff will be receiving a three percent raise, while some will receive a two percent or one percent raise. Commissioner Wirkner asked Ms. Faulk if she knew why CGAR does its pay increase in April instead of January. Ms. Faulk advised that it’s always been that way, and she is not sure why. Commissioner Wirkner advised that it would make more sense to give the increases in January with the rest of the county. Commissioner Modranski suggested that for 2026, CGAR could issue their increases in January with the rest of the county.

Motion: to approve the cost-of-living adjustment for CGAR employees as presented by Superintendent Dawn Faulk, **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.


 9:07 AM

IN THE MATTER OF
CLERK’S REPORT

 9:08 AM


Eva N. Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Augusta Township Volunteer Fire Department and Augusta Community Churches are holding an Easter egg hunt and breakfast this Saturday, April 12, 2025 with a special visit from the Easter Bunny. Breakfast is by donation only and will be served from 8:00 a.m. to 10:00 a.m. with the Easter egg hunt to follow at 10:30 a.m. The event will be held at the Augusta Township Volunteer Fire Department. Ms. Johnson advised this information has been shared to the Commissioners Facebook page.

IN THE MATTER OF
CLERK’S REPORT

 9:09 AM


Eva N. Johnson, Assistant Clerk II appeared before the Board to remind viewers that this Saturday, April 12, 2025 is the Spring Craft Show at Carroll Hills School from 10:00 a.m. to 2:00 p.m. There will be a variety of homemade craft, handmade items, homemade easter candy, and more. Ms. Johnson advised that this information has been shared to the Commissioners Facebook page.

IN THE MATTER OF
MEETINGS

 9:09 AM

Commissioner Wirkner advised that he has a County Commissioners Association of Ohio (CCAO) Southeast District Meeting and an Airport Authority Board meeting on Monday.


IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
STITLE CONSTRUCTION UPDATE

 9:10 AM

Commissioner Leggett provided an update to the other Commissioners regarding construction at the courthouse annex building.


IN THE MATTER OF
TEMPORARY RECESS

Motion: to temporarily recess until 9:45 am, **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** President Donald E. Leggett II, **Seconded by** Vice President Christopher R. Modranski. Motion carried on unanimous vote.

 9:10 AM


Board members reconvened at  9:45 AM.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
INTERNET


 9:46 AM

Jason Rutledge from Ruts Consulting Group appeared before the Board to discuss the internet at the courthouse annex building. Mr. Rutledge advised that Spectrum is bringing in a fiber line to the annex building that will supply internet to Job and Family Services (JFS), Emergency Management Agency (EMA), and the Board of Elections. Mr. Rutledge is not sure what the final configuration will be. Originally the plan was going to cost \$1,099.00 for one gigabyte service line. Mr. Rutledge was able to negotiate a deal from Spectrum for two gigabytes for \$975.00 plus nominal fees. Mr. Rutledge advised that with two gigabytes up and two gigabytes down, the internet will be superior to what the courthouse currently has. Commissioner Wirkner asked if Spectrum can delay the service date until the building is occupied. Mr. Rutledge advised that Spectrum won’t turn up the service until the Commissioners tell them to. Mr. Rutledge advised that he was under the impression that the building would be ready to occupy around October. Mr. Rutledge advised that once they start service, the Commissioners will receive three months of free service. Commissioner Wirkner asked if there would be enough internet to cover the multiple agencies that will be occupying the building. Mr. Rutledge advised that even with other public offices occupying the back half of the building, the two-gigabyte service will never be maxed out. Commissioner Leggett asked if the contract terms are for 60 months, and Mr. Rutledge confirmed that they are. Commissioner Wirkner asked if this would be an extension of the contract the Commissioners already have, and Mr. Rutledge said yes. Commissioner Wirkner asked when the offices that requested phones with extended services will receive them. Mr. Rutledge advised that the phones will be swapped out on April 16th or 17th. Commissioner Wirkner asked Mr. Rutledge if cancelling the current contract with Frontier early would be more beneficial than paying overage charges for internet. Mr. Rutledge advised that he would do a cost analysis to determine the best way to proceed. Commissioner Modranski asked Mr. Rutledge if after the 60-month contract, does the county start paying a non-discounted rate or will the Commissioners have to re-negotiate. Mr. Rutledge advised that the contract will roll over, but there is always room to negotiate a better deal with Spectrum. Mr. Rutledge advised that the firewall installation is done, and he will be helping the Clerk of Courts and the Sheriff’s office at the Dorothy Long building with some issues they are having. Mr. Rutledge advised that he is providing trouble shooting for the new phone system. Mr. Rutledge advised that his next big project is to turn over the Wi-Fi devices throughout the building that aren’t managed or secured. Mr. Rutledge advised that he bought a bunch of YubiKeys, and the county will start using two factor authentication soon to access their e-mail. Ms. Schaar advised that the county will get a \$5,500.00 grant from the County Risk Sharing Authority (CORSa) for cyber-security related items.

Motion: to approve the service order with Spectrum to run internet fiber at the Moody Avenue annex building, **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** President Donald E. Leggett II, **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:55 AM

IN THE MATTER OF
COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP)
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)
& FAIR HOUSING PUBLIC HEARING

 10:00 AM

Susan Moore, Community Development Specialist with Ohio Regional Development Corporation (ORDC) opened the public hearing for the PY25 Community Housing Impact and Preservation (CHIP) Program, the Community Development Block Grant Program (CDBG), and Fair Housing at 10:00 am. Ms. Moore advised that Carroll County is eligible to apply for up to \$400,000.00 through the CHIP Program. Ms. Moore explained the different programs available. Ms. Moore advised that Owner Rehabilitation is capped at \$85,000.00 per project for home ownership or rental. If the house is a rental, the landlord must contribute 50%. Rehabilitation Assistance is intended to address problems throughout the housing per unit. The Repair Assistance is capped at \$30,000.00 and the purpose of this program is to correct significant problems in the home. Ms. Moore advised that this could also be a homeownership or rental based. Ms. Moore advised that the Homeownership Down Payment Assistance program is capped at \$85,000.00 and the purpose of the program is to increase the number of owner-occupied houses. Ms. Moore advised that the Tennant Based Rental Assistance Program is capped at \$85,000.00 and is available for low to moderate income residents. Ms. Moore advised that the grant application for the CHIP program is due to the Department of Development by June 25, 2025. Ms. Moore advised that the program is to be awarded by December 1, 2025, and all work is to be completed by February 28, 2028. In addition, the county is

CONTINUED FROM THE PREVIOUS PAGE

eligible for the CDBG program grant. All the grants must meet a national objective. The objectives include low to moderate income, area benefit, direct benefit, or limited clientele. Ms. Moore advised that the census from 2020 is being used this year. Ms. Moore advised that an income survey can also be completed if necessary. Ms. Moore advised that once a project meets the national objective, projects can be done under slum and blight. The Community Development Allocation Program is also something the county is eligible for. Ms. Moore advised that the applications are due to the state by June 11, 2025. Ms. Moore advised that the state is basing the allocation on last year's, which was \$150,000.00. The county is eligible for two projects. No resurfacing or paving projects are eligible. Ms. Moore advised that there is a Community Development Implementation Strategy meeting on April 17, 2025 at 7:00 pm at the Village of Carrollton Municipal building. Information will be given at that meeting for anyone who is interested in the programs. Community applications are due May 14, 2025 by 1:00 pm. Ms. Moore advised the Allocation Grant is non-competitive so as long as the projects qualify, the county will receive the grant. Ms. Moore advised that there are several competitive grants available called open funding cycle grants. Ms. Moore advised that the Neighborhood Revitalization Grant is up to \$750,000.00 and is used to improve quality, functionality, and livability of a specific area or neighborhood. This includes construction, reconstruction, or rehabilitation of public infrastructure. Ms. Moore advised that the Critical Infrastructure Grant is up to \$500,000 and projects are designated for communities to assist in a high priority single component project. Ms. Moore advised that this grant can be used for water projects and sanitary sewer projects that don't cost over \$600,000.00. Anything over that amount is eligible for a larger public infrastructure grant. Ms. Moore advised that the Economic Development Loans and Public Infrastructure Grants Loan Program are designed to retain or create permanent private sector jobs for low to moderate income individuals. Ms. Moore advised that the Residential Public Infrastructure Grant Program (RPIG) is specifically for water and sanitary sewer projects. Ms. Moore advised that the Target of Opportunity Grants include Downtown Revitalization Grants up to \$250,000.00. These grants can be used to create jobs, renovations, and alleviate code violations. Business owners are asked to contribute 50% of the cost of the project. Ms. Moore advised that Fair Housing Programs are included in the grant as well as the Ohio Housing Trust Fund Target of Opportunity and Homelessness Target of Opportunity. Ms. Moore advised that the CHIP and the CDBG Grants require a Fair Housing program and funding is provided. Ms. Moore advised that the second public hearing for the CHIP Program is May 15, 2025, and the second public hearing for the CDBG Program is May 29, 2025. Commissioner Leggett asked if the water and sewer projects are up to \$750,000.00. Ms. Moore advised that if the project is smaller, they don't want the cost to be over \$600,000.00. If it is more than that, the county would need to apply for the Public Infrastructure Grant that is up to \$750,000.00. Commissioner Modranski asked if the county has two projects, would they split the \$750,000.00 between the two projects. Ms. Moore advised that the county would apply for each project separately. Tom Konst, Regional Planning Director provided an update on the CDBG Dellroy Project.

Motion: to close the public hearing, **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.



10:19 AM

IN THE MATTER OF

BUILDING DEMOLITION AND SITE REVITALIZATION GRANT



10:19 AM

Susan Moore, Community Development Specialist from Ohio Regional Development Corporation provided an update on the Building Demolition and Site Revitalization Grant.

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.



10:21 AM

PREPARED BY:

/s/ April Mayle

April 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, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY

/s/ Donald E. Leggett II

Donald E. Leggett, President

/s/ Christopher R. Modranski

Christopher R. Modranski, Vice President

/s/ Robert E. Wirkner

Robert E. Wirkner, Commissioner