



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

 9:01 AM


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

IN THE MATTER OF
ROLL CALL / BOARD MEETING ATTENDANCE

 9:01 AM

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


IN THE MATTER OF
RECORDINGS OF PROCEEDINGS

 9:01 AM

Melissa N. Schaar, Clerk 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 21, 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** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
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) |
|---|---------------------------|--|--------------|------------|---------------------------|
| Staci Brady, Chief Deputy Auditor | Auditor | CAAO Legislative Day | Columbus, OH | 05/07/25 | -0- |
| Staci Brady, Chief Deputy Auditor | Auditor | NE Auditor’s District Meeting | Wooster, OH | 05/09/25 | \$20.00 |
| Brian J. Wise, County Engineer Jared Akins, Deputy Surveyor | Engineer | PLSO Dues for State Membership & Tusc. Valley Chapter | NA | NA | \$450.00 |
| Rodney Wells, Lab Technician Jonathan Fiscus, Operator in Training Tyler Underwood, Foreman Roy Ford, Director | Environmental Services | American Water Association training | Wooster, OH | 05/01/25 | \$100.00 |
| Mikayla Brannick, Social Worker II Leah Batson, Supervisor | JFS | 2025 Ohio START Annual Summit | Columbus, OH | 5/12-14/25 | \$880.00 |

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: Micro Distributing II LTD, \$1,666.30; and GL Auto Glass, \$255.00
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
AGREEMENT/CONTRACT
OHIO DEPARTMENT ON REHABILITATION AND CORRECTIONS

Motion: to approve a Lease Agreement by and between the Board of Commissioners of Carroll County, Ohio and the Ohio Department of Rehabilitation and Corrections (ODRC) in the amount of \$1.00, for the term of one year effective April 24, 2025 for the use of office space on the third floor of the Courthouse; approval is contingent upon the county being listed as an additional insured on ODRCs liability insurance, **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
AGREEMENT/CONTRACT
MAXIMUS US SERVICES INC.

Motion: to approve a Service Agreement by and between Maximus US Services, Inc. and the Board of Commissioners of Carroll County, Ohio for the preparation of the of the county’s indirect cost plan for fiscal years 2024, 2025 and 2026 at a cost of \$10,000.00 per year, **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
PROSECUTOR OPINION

Motion: to send a Site Access Agreement by and between the Ohio Department of Transportation and the Board of Commissioners of Carroll County, Ohio 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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.


 9:04 AM

IN THE MATTER OF
PROSECUTOR OPINION

Motion: to send an Agreement by and between the Carroll County General Health District and the Board of Commissioners of Carroll County, Ohio 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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 9:04 AM

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


 9:05 AM

Commissioner Wirkner advised there are three groups of permits. A driveway permit for a private citizen, a group of permits for the Encino Smeltz TWL, and a group of permits for the Encino Eckley TWL.


- Motion:** to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:
1. Matt Manfull for a driveway in Center Township, on Brenner Rd. (CR 38);
 2. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Union Township, Section 29, Pebble Rd. (TR354) for the Smeltz TWL, HOP #3;
 3. Encino Energy, LLC for a driveway in Union Township, Pebble Rd. (TR354) for the Smeltz TWL, TAR #5;
 4. Encino Energy, LLC for a driveway in Union Township, Pebble Rd. (TR354) for the Smeltz TWL, TAR #6;
 5. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Union Township, Section 29, Canyon Rd. (CR54) for the Smeltz TWL, HOP #2;
 6. Encino Energy, LLC for a driveway in Union Township, Canyon Rd. (CR54) for the Smeltz TWL, TAR #3;
 7. Encino Energy, LLC for a driveway in Union Township, Canyon Rd. (CR54) for the Smeltz TWL, TAR #4;
 8. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Union Township, Section 35, Alamo Rd. (CR8) for the Smeltz TWL, HOP #1;
 9. Encino Energy, LLC for a driveway in Union Township, Alamo Rd. (CR8) for the Smeltz TWL, TAR #2;
 10. Encino Energy, LLC for a driveway in Union Township, Alamo Rd. (CR8) for the Smeltz TWL, TAR #1;
 11. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Harrison Township, Section 18, Arrow Rd. (CR15) for the Eckley TWL, HOP #2;
 12. Encino Energy, LLC for a driveway in Harrison Township, Arrow Rd. (CR15) for the Eckley TWL, TAR #3;
 13. Encino Energy, LLC for a driveway in Harrison Township, Arrow Rd. (CR15) for the Eckley TWL, TAR #4;
 14. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Brown Township, Section 27, Bellflower Rd. (CR30) for the Eckley TWL, HOP #1;
 15. Encino Energy, LLC for a driveway in Brown Township, Bellflower Rd. (CR30) for the Eckley TWL, TAR #1;

16. Encino Energy, LLC for a driveway in Brown Township, Bellflower Rd. (CR30) for the Eckley TWL, TAR #2;
17. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Harrison Township and Center Township, Section 3 and Section 4, Gallo Rd. (TR152) for the Eckley TWL, HOP #6;
18. Encino Energy, LLC for a driveway in Harrison Township, Gallo Rd. (TR152) for the Eckley TWL, TAR #9;
19. Encino Energy, LLC for a driveway in Harrison Township, Gallo Rd. (TR152) for the Eckley TWL, TAR #10;
20. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Harrison Township, Section 10, Jasmine Rd. (TR196) for the Eckley TWL, HOP #5;
21. Encino Energy, LLC for a driveway in Harrison Township, Jasmine Rd. (TR196) for the Eckley TWL, TAR #7;
22. Encino Energy, LLC for a driveway in Harrison Township, Jasmine Rd. (TR196) for the Eckley TWL, TAR #8;
23. Encino Energy, LLC to install 16” HDPE pipe via conventional bore for a 12” lay-flat waterline in Harrison Township, Section 17, Laramie Rd. (TR212) for the Eckley TWL, HOP #3;
24. Encino Energy, LLC for a driveway in Harrison Township, Laramie Rd. (TR212) for the Eckley TWL, TAR #5;
25. Encino Energy, LLC for a driveway in Harrison Township, Laramie Rd. (TR212) for the Eckley TWL, TAR #6;
26. Encino Energy, LLC for a driveway in Brown Township, June Rd. (TR200) for the Eckley TWL, TAR #11;

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.


 9:05 AM


IN THE MATTER OF
TRANSIT

 9:06 AM


Sonja Trbovich, Transit Director and Vicky Peoples, Transit Administrative Supervisor appeared before the Board to discuss raises for personnel. Ms. Trbovich advised that she submitted payroll change notices for five employees for their annual raise after their probationary period. Ms. Trbovich advised that the motion to hire the employees does not include a raise after the probationary period. The Transit policy discusses the length of the probationary period: one year for full-time employees and 1,040 hours for part-time employees. The policy does not specify a raise at the end of the probationary period. Ms. Trbovich reviewed the probation completion dates for the employees in question. Commissioner Modranski asked why it has taken so long to present the payroll change notices. Ms. Trbovich advised that they were missed. Commissioner Wirkner asked if the raises would be retroactive. Ms. Trbovich advised that they will not be retroactive. Commissioner Wirkner advised that moving forward, employees need to be informed of this and the policy needs to be updated. Commissioner Leggett asked for an executive session to discuss some of the employees.

Motion: to enter into executive session per ORC 121.22(G)(1) to consider the compensation of a public employee, **Action:** Upon the call of the roll, 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** President Donald E. Leggett II. Motion carried on unanimous vote.


 9:12 AM

Board members reconvened with no action taken at  9:21 AM


Motion: to return from executive session, **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 table the Transit raises to allow Sonja Trbovich, Director to do more research, **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
CLERKS REPORT

 9:23 AM

Eva N. Johnson, Assistant Clerk II appeared before the Board to remind viewers that this Saturday, April 26, 2025 is the Retire the Tire event hosted by the Carroll County General Health District at the Carroll County Fairgrounds. The event will be from 9:00 a.m. to 12:00 p.m. behind the grandstands. Ms. Johnson advised that this information along with more event details has been shared to the Facebook page.

IN THE MATTER OF
CLERKS REPORT


 9:23 AM

Eva N. Johnson, Assistant Clerk II appeared before the Board to advise viewers that this Saturday, April 26, 2025 the Carroll County Sheriff's Office will be hosting a drug take back event in the lobby of the Sheriff's Office located at 43 Second St SE from 10:00 a.m. to 2:00 p.m. The Sheriff's Office will accept all controlled substance medications, non-controlled substance medications, over the

CONTINUED FROM PREVIOUS PAGE


counter medications, vitamins, syrups, ointments, creams, lotions, and inhalers. The things not accepted are any sharp items, thermometers or batteries, medical waste, aerosols, chemicals/disinfectants such as peroxide, or any personal care products. Ms. Johnson advised that aside from the DEA National Prescription Drug Takeback Day, the Sheriff’s Office has a drug drop off box in the lobby available all year round. The Sheriff’s Office asks if you use it any other time during the year to please follow these same guidelines. Ms. Johnson advised this information has been shared to the Facebook page.

IN THE MATTER OF
CARROLL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
QUIT CLAIM DEED FOR MINERALS

 9:24 AM


Commissioner Wirkner advised that the Carroll County Board of Developmental Disabilities (CCBDD) owns six lots in town where the administration offices are located. CCBDD has received an Oil and Gas Lease for the property. The Prosecutor has advised that the CCBDD does not have the statutory authority to sign an Oil and Gas Lease. The Board of Commissioners does have the authority to sign a lease. CCBDD has suggested transferring the minerals to the Board of Commissioners so that the payments are not left in limbo. Matt Campbell, CCBDD Superintendent has asked what the Board of Commissioners plans to do with the money from the lease. Additionally, Mr. Campbell asked if a clause can be added to the quit claim deed to allow the minerals to be transferred back to CCBDD if the statutory rules would ever change and allow CCBDD to sign an oil and gas lease. Commissioner Wirkner advised that he recommends that all monies received from an Oil and Gas Lease on the CCBDD administration property on High Street be given to CCBDD.

Motion: to give all monies received from an Oil and Gas Lease signed for the six lots located on High Street in Carrollton, where the CCBDD administration building is located, to the Carroll County Board of Developmental Disabilities; this is contingent on the Carroll County Board of Developmental Disabilities deeding the minerals to the Board of Commissioners, **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.

 9:28 AM


Commissioner Wirkner advised that there is no need to add a clause to the deed when all monies generated by the Oil and Gas Lease will be given to the CCBDD.

IN THE MATTER OF
9-1-1

 9:28 AM


Commissioner Wirkner advised that he had a timeline for the ambulance response time complaint that he previously reported. Commissioner Wirkner reviewed the timeline and explained that the timeline was verified by photographic evidence.

IN THE MATTER OF
MEETINGS

 9:32 AM

Commissioner Wirkner advised that he will be attending the Regional Transportation Improvement Project (RTIP) tomorrow. The committee will be signing a new agreement with the Ohio Department of Transportation (ODOT).

IN THE MATTER OF
TRANSIT
PUBLIC HEARING

 9:32 AM


Commissioner Leggett opened the public hearing. Those present were: Tonya Myers, Friendship Center Director; Sonja Trbovich, Transit Director; Vicky Peoples, Transit Administrative Supervisor; Thomas Clapper, Free Press Standard reporter; Commissioner Wirkner; Commissioner Modranski; Commissioner Leggett; Melissa Schaar, Clerk; and Eva Johnson, Assistant Clerk II. Ms. Trbovich advised that this public hearing is being held for notification that Carroll County Transit, on behalf of the Carroll County Commissioners, is applying to the Ohio Department of Transportation (ODOT) for service changes regarding the increase of transportation fares. Ms. Trbovich advised that the service currently operates Monday-Friday, 6:00 a.m. to 6:00 p.m. All persons wanting a ride that begins or ends within Carroll County, including wheelchair users, are requested to schedule service 24 hours in advance. Ms. Trbovich advised she would like to remind everyone that there is an answering system so cancellations may be left after hours. Cancellations must be received two hours prior to the scheduled pick-up time or the passenger will be charged half the cost of the trip. Ms. Trbovich advised that reservations are not accepted via the answering machine. Fares are currently as follows: (based on a one-way trip) within the Village of Carrollton, \$3.50; within Carroll County, \$5.50; and out-of-county, \$8.50. Any trip over 40 miles one-way will be charged an additional \$.35 per mile. An additional \$10/hour will be charged if the driver is needed to wait longer than one (1) hour and fifteen (15) minutes for passengers. i.e. extended shopping trips, etc. Ms. Trbovich advised that rides that originate out of county and transport to Carroll County will be charged \$15/one way trip. Ms. Trbovich advised that she would like to make the recommendation to increase fares \$.50 for within the Village of Carrollton and within Carroll County. The new rates would be: Within Village of Carrollton, \$4.00; and Within Carroll County, \$6.00. For trips outside the county, Ms. Trbovich recommends the following change: 0 – 50 miles \$20/one way; 51 – 100 miles \$40/one way; and 101-150 miles \$60/one way. An additional \$12/hour will be charged if the driver is needed to wait longer than one (1) hour and fifteen (15) minutes for passengers.

CONTINUED ON NEXT PAGE


CONTINUED FROM PREVIOUS PAGE

Ms. Trbovich advised that while additional revenues will be generated by these increases, they will not begin to offset the increased costs of operations, fuel and maintenance. Also, there has not been an increase in fees since 2018 therefore Ms. Trbovich is recommending that this becomes effective July 1, 2025 pending concurrence from ODOT, Office of Transit. Ms. Trbovich advised that the same day service fee remains the same: it is an additional \$1.00 per one-way trip based on availability. Children under 5 and accompanied by an adult ride for free. There will be a public comment period regarding the transit service changes for an additional 30-day period which will extend through May 23, 2025 at 3:00pm. Comments may be sent to Sonja Trbovich, Director via email at strbovich@carrollcountyohio.us; via US Mail at Carroll County Transit, P.O. Box 185, Carrollton, Ohio 44615; or by telephone at 330-627-1900. Ms. Myers asked if the updated rates will include a charge for aides to ride. Ms. Trbovich advised that there will be no charge for aides. Commissioner Modranski asked if there is a rate for more than 150 miles. Ms. Trbovich advised that Transit has not been called farther than that. Columbus is about as far as they go. Commissioner Wirkner asked how many trips to the VA are made. Ms. Trbovich did not have a number but advised that they do not do as many trips to the VA as they used to. Ms. Myers advised that there have been changes that allow veterans to go to a doctor of their choosing now. Commissioner Modranski asked what the most common out-of-county trips are. Ms. Peoples advised Canton, Alliance, Dover and New Philadelphia. Commissioner Leggett advised that \$12 per hour does not cover the cost. Ms. Trbovich advised that is correct. Discussion was held regarding wait times between drop off and pick up. Ms. Trbovich advised that everything is changing, every day. Passengers are told what the cost of their trip is, but the amount can go down depending on passengers that call in and schedule rides that may fill in the wait time, which then lowers a passengers cost. Commissioner Modranski reviewed the process to change the rates: the public hearing was advertised and is being done now. Then there will be a 30-day public comment period. Once ODOT reviews and approves the changes, it will be final. Ms. Trbovich advised that is correct. Ms. Myers asked if Ms. Trbovich knows what percentage of her passengers are over 60 years of age. Ms. Trbovich advised that she does not know that information. Ms. Trbovich reviewed rates from surrounding transits.

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** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 9:52 AM


IN THE MATTER OF
MEETINGS

 9:52 AM

Commissioner Modranski advised that he and Eva Johnson, Assistant Clerk II will be traveling to Walnut Creek tomorrow for the annual Eastern Ohio Development Alliance (EODA) annual meeting.

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.

 9:53 AM

PREPARED BY:

/s/ Melissa N. Schaar
Melissa N. Schaar, Clerk

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