



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
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, May 12, 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)
Staci, Brady, Auditor	Auditor	CCAO Summer Conference	Dayton, OH	6/3-6/25	\$600.00

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
20946	Admin – CHIP (HOME) PY23 Grant – Commissioners	20946-11600-53395	\$4,166.00
20934	Fair Housing Supplies – CHIP CDBG PY23 Grant – Comms	20934-11600-54400	\$833.00
20934	Admin – CHIP (CDBG) PY23 Grant – Commissioners	20934-11600-53395	\$1,666.00


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 AMENDMENT(S)

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


FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
20799	Other Expenses – Juvenile	20799-12148-56090	Salaries – Employees	20799-12148-50020	\$4,200.00
20799	Other Expenses – Juvenile	20799-12148-56090	PERS – Juvenile Court Discretionary	20799-12148-51070	\$540.00
20799	Other Expenses – Juvenile	20799-12148-56090	Worker Compensation	20799-12148-51080	\$40.00
20799	Other Expenses – Juvenile	20799-12148-56090	Mandatory Medicare	20799-12148-51090	\$75.00

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.


 9:01 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: Treasurer of State, \$1,845.00; National Hood Exhaust, \$1,335.00; Total ID Solutions, Inc., \$112.00; Dell Marketing L.P., \$4,841.40; and Carroll County Transit, \$3,268.53.
DJFS: Burlington Coat Factory, \$500.00; Kendall Behavioral Solutions, \$135.00; Rosebud Mining Company, \$1,362.50; and Synchrony Bank, \$600.00.
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.

 9:02 AM


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

 9:02 AM

Merle Long, Assistant Dog Warden, has filed a corrected report for the week of May 4, 2025 to May 10, 2025 showing 1 dog impounded (previously reported as 0), 1 adopted out, 0 redeemed (previously reported as 1), 0 euthanized, 0 citation(s) for no license, and 1 citation(s) for running at large.


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

Motion: to reappoint Dave Bernard to the Carroll County Airport Authority Board for a five-year term that begins July 1, 2025 and expires June 30, 2030, **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
APPOINTMENT – JOSEPH ALLEN
AIRPORT AUTHORITY BOARD**

Motion: to reappoint Joseph Allen to the Carroll County Airport Authority Board for a five-year term that begins July 1, 2025 and expires June 30, 2030, **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
RUMA AGREEMENT – NEW FRANKLIN PIPELINE PHASE 2
CARDINAL GAS SERVICES, L.L.C.**

Motion: to approve an agreement by and between the Board of Commissioners and Cardinal Gas Services, L.L.C. to commence use of .45 miles of Major Road (TR 250) for the purpose of ingress to and egress from the New Franklin Pipeline Phase 2, for traffic necessary for the purpose of construction and completion operations at the New Franklin Pipeline Phase 2 in Augusta 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.

 9:03 AM

IN THE MATTER OF
RUMA AGREEMENT – KENSINGTON PIPELINE EXTENSION & NORRIS WELL CONNECT
CARDINAL GAS SERVICES, L.L.C.

Motion: to approve an agreement by and between the Board of Commissioners and Cardinal Gas Services, L.L.C. to commence use of .45 miles of Major Road (TR 250), 1.75 miles of Manor Road (TR 254), 1.60 miles of Bellflower Road (CR 30), and .67 miles of Brush Road (CR 43) for the purpose of ingress to and egress from the New Franklin Pipeline Phase 2, for traffic necessary for the purpose of construction and completion operations at the New Franklin Pipeline Phase 2 in Augusta 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.


 9:04 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. Cardinal Gas Services, L.L.C. for installation of natural gas pipeline via conventional bore on Major Road (TR 250) in Augusta Township for the Kensington Pipeline Extension & Norris Well Connect, HOP #1;
2. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Major Road (TR 250) for the Kensington Pipeline Extension & Norris Well Connect, PAR #1;
3. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Major Road (TR 250) for the Kensington Pipeline Extension & Norris Well Connect, TAR #1;
4. Cardinal Gas Services, L.L.C. for installation of natural gas pipeline via conventional bore on Manor Road (TR 254) in Augusta Township for the Kensington Pipeline Extension & Norris Well Connect, HOP #2;
5. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Manor Road (TR 254) for the Kensington Pipeline Extension & Norris Well Connect, TAR #2;
6. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Manor Road (TR 254) for the Kensington Pipeline Extension & Norris Well Connect, TAR #3;
7. Cardinal Gas Services, L.L.C. for installation of natural gas pipeline via conventional bore on Bellflower Road (CR 30) in Augusta Township for the Kensington Pipeline Extension & Norris Well Connect, HOP #3;
8. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Bellflower Road (CR 30) for the Kensington Pipeline Extension & Norris Well Connect, TAR #5;
9. Cardinal Gas Services, L.L.C. for a driveway in Augusta Township, on Bellflower Road (CR 30) for the Kensington Pipeline Extension & Norris Well Connect, TAR #4;

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
COURTHOUSE ANNEX BUILDING
GENERAL TRADES

 9:05 AM

Commissioner Leggett advised that change order #4 is for additional drywall work and change order #5 is for doors and windows in the upper level at the Moody Avenue Annex Building. Discussion was held regarding change order #5. Commissioner Leggett advised the original plan was to use the existing windows and entrance doors to save money, but patch panels had to be added where there used to be window air conditioning units. Commissioner Leggett advised that new windows and extra doors will help save money with the heating and cooling costs. The windows in question are in the current scope of work, not on the west end of the building where additional departments will be moving into.


Motion: to approve change order #4 in the amount of \$11,794.00 for the Moody Avenue Renovation Project, **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

Motion: to approve change order #5 in the amount of \$105,921.00 for the Moody Avenue Renovation Project, **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
CLERKS REPORT

 9:07 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carrollton community wide yard and sidewalk sales will be held June 18 through June 21, 2025. Those interested in participating can submit their information to be listed on the map by June 9th to Vanessa at office@carrollcountyohio.com. Ms. Johnson advised that more information has been shared to the Commissioners Facebook page.

IN THE MATTER OF
CLERKS REPORT

 9:08 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carroll Masonic Lodge 124 are teaming up with Cub Scouts and Boy Scouts to put on a free fishing derby on June 21, 2025 from 11:30 a.m. to 4:00 p.m. for children ages seven to 15. The derby will be held at Camp Aldersgate, 3276 Dyewood Rd SW, Carrollton, Ohio. Ms. Johnson advised the first 30 participants to register will receive a free fishing pole and bait and tackle. This information has been shared to the Commissioners Facebook page.

IN THE MATTER OF
MEETINGS

 9:08 AM


Commissioner Wirkner advised that he attended an Airport Authority Board meeting on Monday, and he chaired the Local Emergency Planning Committee (LEPC) meeting yesterday. Both meetings were normal business and there are no updates.

IN THE MATTER OF
HIGH SCHOOL GRADUATES

 9:09 AM


Commissioner Modranski advised that over the next week or so high school seniors will be graduating. The Board of Commissioners wishes to congratulate and express how proud they are of the class of 2025 seniors.

IN THE MATTER OF
SHERIFF’S OFFICE
JAIL KITCHEN PROJECT

 9:09 AM

Commissioner Leggett advised that the sewer line updates in the jail have been approved.


IN THE MATTER OF
COURTHOUSE ANNEX BUILDING

 9:10 AM


Commissioner Leggett advised that he took Ohio State University Extension (OSUE) staff over to tour the Moody Avenue building. Commissioner Leggett advised that the OSUE staff seem excited about the space. They will have approximately 700 square feet more than their current location. Commissioner Wirkner asked if the OSUE staff examined the courtyard. Commissioner Leggett advised that they did and there was no negative feedback.

IN THE MATTER OF
TEMPORARY RECESS


Motion: to temporarily recess until 10:00 a.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** President Donald E. Leggett II, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 9:11 AM

Motion: to come out of temporary recess, **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.

 10:01 AM

IN THE MATTER OF
PY25 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP)
PUBLIC HEARING #2


 10:01 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 at 10:00 a.m. Present for the public hearing were the following: Commissioner Donald E. Leggett, Commissioner Christopher R. Modranski, Commissioner Robert E. Wirkner, Clerk Melissa N. Schaar, Tom Konst, CDBG Coordinator, and Ms. Moore. Ms. Moore presented an agenda for the public hearing. Ms. Moore advised that Carroll County is eligible to apply for \$400,000.00 in CHIP grant funding. Ms. Moore reviewed the permitted activities, which are: Owner Rehabilitation, Rental Rehabilitation, Homeowner Repair, Rental Repair, Homeownership – Down Payment


CONTINUED FROM PREVIOUS PAGE

Assistance, and Tenant-Based Rental Assistance. Ms. Moore touched on requirements for each permitted activity. The proposed budget and the activity timetable for the PY25 CHIP grant were reviewed. The Housing and Urban Development (HUD) income limits were presented. Ms. Moore advised that the grant applications are due to the Department of Development by June 25, 2025, and the grant awards are expected to be announced by December 1, 2025. Commissioner Modranski asked if the CHIP grant is a two-year grant cycle. Ms. Moore advised that is correct. The proposed budget numbers were discussed. Commissioner Modranski asked Ms. Moore if she knew the averages of the activities completed statewide. Ms. Moore advised that she will find out. Commissioner Modranski advised he wonders how many people use the Homeownership – Down Payment Assistance program. Commissioner Leggett asked if the income guidelines for the Rental Repair program are based on the tenant’s income, what happens if the tenant leaves six months after the work is done. Ms. Moore advised that the owner still owns the property and holds the mortgage. The owner will not owe the mortgage balance if they meet the grant criteria. Ms. Moore reviewed the PY23 CHIP grant, to date. The Owner Rehabilitation activity has a budget of \$244,175.00. There are four rehab projects anticipated, three of which are in process. There are no project cost numbers currently. The Home Repair activity budget is \$120,000.00 and they are anticipating doing seven projects. One is complete, two are in progress, and one in the application review process. Ms. Moore advised that \$39,374.00 has been spent on project costs. Ms. Moore advised that the PY23 CHIP grant was awarded in December 2023, and the first two milestones have been completed. The completion date for PY23 is February 28, 2026. Ms. Moore advised that the Lead Safe Ohio grant had \$505,000.00 in grant funding and \$443,810.00 of that has been committed. Two units are complete, six are under contract, and one is in the process of getting under contract. Commissioner Modranski asked how the \$400,000.00 eligibility is determined. Ms. Moore advised that it is a state formula based on population and low to moderate (LMI) income levels. Ms. Moore advised that there is also more funding when there is a partnering city. Commissioner Modranski asked what the county would need to do to increase their chances for more money. Ms. Moore advised that is a question for Scott Hillis at ORDC. Commissioner Modranski advised there is a much greater need than three projects. Discussion was held about the struggle to get contractors to bid on jobs. Ms. Moore advised that every community is struggling with this. ORDC tries their best to work with the contractors through the process. Discussion was held about how the projects are ranked. Commissioner Modranski asked Eva Johnson, Assistant Clerk II if there were any comments on Facebook. Ms. Johnson advised there were no comments.

Motion: to close CHIP Public Hearing #2, **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.

 10:15 AM


IN THE MATTER OF
PY25 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PUBLIC HEARING #2

 10:15 AM

Susan Moore, Community Development Specialist with Ohio Regional Development Corporation (ORDC) advised that she will be back in two weeks for the CDBG public hearing #2.

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.

 10:17 AM

PREPARED BY:	BOARD OF COMMISSIONERS OF CARROLL COUNTY
<u>/s/ Melissa N. Schaar</u> Melissa N. Schaar, Clerk	<u>/s/ Donald E. Leggett II</u> Donald E. Leggett, President
We hereby certify the foregoing to be true and correct.	<u>/s/ Christopher R. Modranski</u> Christopher R. Modranski, Vice President
<u>/s/ Melissa N. Schaar</u> Melissa N. Schaar, Clerk	<u>/s/ Robert E. Wirkner</u> Robert E. Wirkner, Commissioner
<u>/s/ Donald E. Leggett II</u> Donald E. Leggett, President	