



**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

Eva N. Johnson, Assistant Clerk II 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, May 22, 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.

 9:02 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)
April D. Mayle, Assistant Clerk I	Commissioners	HARCATUS	New Philadelphia, OH	Retroactive to 05/28/25	\$40.00
Christopher R. Modranski, Commissioner	Commissioners	HARCATUS	New Philadelphia, OH	Retroactive to 05/28/25	\$40.00
Janice Leggett, Administrative Assistant Tracy Flanagan, Administrative Secretary	Engineer	CCC-EAPA Regional Meeting	Chardon, OH	06/13/25	-0-
Jennifer Burns, Director Melissa Herrington, Fiscal Supervisor Brittany Tangler, Fiscal Supervisor	JFS	East Central Directors Association	Cambridge, OH	06/03/25	\$50.00

**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  
APPROPRIATION(S)

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

FUND	NAME	CODE	AMOUNT
20710	Transportation Equipment	20710-51400-54460	\$56,264.26
20712	Supported Living	20712-51400-56090	\$176,523.75

**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  
APPROPRIATION AMENDMENT(S)

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


FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
21107	Local Match	21107-51505-56020	Capital Purchases	21107-51505-54440	\$21,000.00

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

 9:03 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:** Engineering Associates Inc, \$500.00; Richardson Electric LLC, \$780.00; Griffeth & Son Trucking Inc, \$260.81; Charter Communications, \$7,058.40; Carroll County Health Department, \$268.00.  
**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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.  
Motion carried on unanimous vote.


 9:03 AM

IN THE MATTER OF  
PROCLAMATION  
VIVIAN DEFILIPPO – RETIREMENT


 9:03 AM

Ryan Buck, Carroll Hills School Principal and Vivian DeFilippo, Carroll Hills School Classroom Aide appeared before the Board for a retirement proclamation. Mr. Buck read the proclamation.  
\*\*\*\*\*

**Motion:** to adopt a Proclamation recognizing Vivian DeFilippo for her dedication and commitment to Carroll County and congratulating her on the occasion of her retirement, **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.


 9:05 AM

IN THE MATTER OF  
PROCLAMATION  
ELDER ABUSE MONTH


 9:08 AM

Jennifer Burns, Job and Family Services Director appeared before the Board to read a proclamation in honor of Elder Abuse Awareness Month.  
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**Motion:** to adopt a proclamation recognizing June 2025 as Elder Abuse Awareness Month throughout Carroll County, **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.


 9:09 AM

IN THE MATTER OF  
JOB AND FAMILY SERVICES  
RETENTION POLICY


 9:10 AM

Jennifer Burns, Job and Family Services (JFS) Director appeared before the Board to seek approval of the retention policy for Fiscal Year 2025 for the Department of Job and Family Services.  
\*\*\*\*\*

**Motion:** to approve the retention policy for Fiscal Year 2025 for the Department of Job and Family Services (JFS), as recommended by Jennifer Burns, JFS Director, **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  
REGIONAL PLANNING  
PLAT


 9:12 AM

Tom Konst, Regional Planning Director appeared before the Board to present a plat vacation and re-plat. Mr. Konst discussed what the plats were for. Commissioner Wirkner asked if there is one landowner. Mr. Konst advised that is correct.  
\*\*\*\*\*

**Motion:** to approve the plat vacating a part of Elm Street and re-platting Lot 207 in Sunset Valley Allotment No. 10, as presented by Tom Konst, Regional Planning Director, **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.


 9:15 AM

IN THE MATTER OF  
PROCLAMATION  
THOMAS KONST – RETIREMENT


 9:17 AM

Commissioner Wirkner thanked Mr. Konst for his service to the county and wished him good luck in his future endeavors. Commissioner Modranski congratulated Mr. Konst on his retirement.  
\*\*\*\*\*

**Motion:** to adopt a Proclamation recognizing Thomas Konst for his dedication and commitment to Carroll County and congratulating him on the occasion of his retirement, **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.

 9:22 AM


IN THE MATTER OF  
REPORT OF COUNTY DOG WARDEN

 9:23 AM

Merle Long, Assistant Dog Warden, filed his report for the week of May 19, 2025 to May 24, 2025 showing 2 dogs impounded, 0 adopted out, 1 redeemed, 0 euthanized, 0 citation(s) for no license, and 1 citation(s) for running at large.


IN THE MATTER OF  
SPECIAL HAULING PERMIT  
CARROLL COUNTY LOGGING

**Motion:** to approve a special hauling permit to Carroll County Logging for hauling over Chase Road in Lee Township; a \$50,000.00 bond has been provided as required by Brian J. Wise, County Engineer, **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.


 9:24 AM

IN THE MATTER OF  
WORK ORDER  
FOX TOWNSHIP TRUSTEES

**Motion:** to approve a blanket work order for Fox Township for permacoat mix, **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.


 9:24 AM

IN THE MATTER OF  
TEMPORARY ROAD CLOSURE

 9:25 AM

Commissioner Leggett advised that Brian Wise, Carroll County Engineer has issued a notification of an upcoming road closure. Bay Road (CR 27) will be closed to traffic between Carnation Road (CR 55) to Chase Road (CR 66) in Lee Township beginning June 9, 2025. The road should be re-opened to traffic approximately ten days from closing. The closing is necessary to replace a large culvert.


IN THE MATTER OF  
ANNUAL REPORT  
JUVENILE COURT

 9:25 AM


Commissioner Leggett advised that Judge Sean R. H. Smith filed the Juvenile Court report for 2024. A copy is on file in the Commissioners’ office.

IN THE MATTER OF  
AGREEMENT/CONTRACT

**Motion:** to approve the proposal for Environmental Consulting Services for the Brownfield Remediation Grant at the Great Trail Fire District property in Malvern, Ohio, **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** President Donald E. Leggett II.  
Motion carried on unanimous vote.


 9:26 AM

IN THE MATTER OF  
CLERK’S REPORT

 9:26 AM


April D. Mayle, Assistant Clerk I appeared before the Board to advise residents that Carrollton’s Community wide yard and sidewalk sales are being held on June 18-June 21, 2025. Any resident who would like to have their sale information included on the map needs to submit their information to Vanessa at Office@carrollcountyohio.com by June 9th. When submitting your sale information, please include your name, address, dates and times open, and a brief description of your sale in the e-mail. No permit is needed to have a yard sale on these days. Residents can pick up a free map in the chamber office on June 16th.

IN THE MATTER OF  
CLERK’S REPORT

 9:27 AM


April D. Mayle, Assistant Clerk I appeared before the Board to advise residents that the Board of Commissioners is currently accepting resumes for the position of Economic Development/Regional Planning Executive Director. A job description and application instructions are available on the Commissioners’ Facebook page and on the website.

IN THE MATTER OF  
CLERK’S REPORT

 9:27 AM


April D. Mayle, Assistant Clerk I appeared before the Board to advise that the county has several things listed on GovDeals. Anyone interested can access those items by clicking on the GovDeals icon under public notices from the quick links menu on the county website at carrollcountyohio.us

IN THE MATTER OF  
CLERK’S REPORT

 9:27 AM


April D. Mayle, Assistant Clerk I appeared before the Board to advise residents that the Carroll County Engineer is hiring a highway worker. Information regarding the position will be shared on the county website and the Commissioners’ Facebook page.

IN THE MATTER OF  
COMMISSIONER WIRKNER

 9:28 AM

Commissioner Wirkner advised there is an item of business he is still researching but should have the information available for Monday’s meeting.


IN THE MATTER OF  
COURTHOUSE ANNEX BUILDING

 9:28 AM

Commissioner Leggett provided the Board with an update on the courthouse annex building.


IN THE MATTER OF  
BUILDINGS AND GROUNDS

PLOW TRUCK

 9:28 AM


Commissioner Leggett advised that he and Ed Eick, Buildings and Grounds Superintendent picked up the truck from Carroll County Environmental Services that is being transferred to the Commissioners’ to be used as another plow truck.

IN THE MATTER OF  
VEHICLES

 9:29 AM


Commissioner Wirkner asked the Board if all of the vehicles for the county were going to be marked. Commissioner Modranski advised he does not disagree with Commissioner Wirkner. Commissioner Leggett advised that he will get something together to present to the Board for discussion.

IN THE MATTER OF  
TEMPORARY RECESS


 9:30 AM

Commissioner Wirkner he would not be in attendance for the public hearing.  
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**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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.  
Motion carried on unanimous vote.

 9:30 AM  
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**Motion:** to come out of temporary recess, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** President Donald E. Leggett II, **Seconded by** Vice President Christopher R. Modranski.  
Motion carried on unanimous vote.


 10:00 AM

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

 10:00 AM


Susan Moore, Community Development Specialist with Ohio Regional Development Corporation (ORDC) opened the public hearing for the PY25 Community Development Block Grant (CDBG) at 10:00 a.m. Present for the public hearing were the following: Commissioner Donald E. Leggett II, Commissioner Christopher R. Modranski, Clerk Melissa Schaar, Assistant Clerk I April Mayle, Assistant Clerk II Eva Johnson, Tom Konst, CDBG Coordinator, and Ms. Moore. Ms. Moore presented an agenda for the public hearing. Ms. Moore explained the requirements to be eligible for the funding. Ms. Moore discussed the projects that have been chosen for funding with this cycle of CDBG allocation funds.  
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**Motion:** to close CDBG Public Hearing #2, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** President Donald E. Leggett II, **Seconded by** Vice President Christopher R. Modranski.  
Motion carried on unanimous vote.

 10:07 AM

IN THE MATTER OF  
ADJOURN

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

 10:07 AM

PREPARED BY:

/s/ Eva N. Johnson  
Eva N. Johnson, Assistant Clerk II

**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