



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
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, June 23, 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.
 9:01 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, Auditor | Auditor’s | CAAO Executive/Legislative Committee | Dublin, OH | 7/10/2025 8/7/2025 9/4/2025 10/2/2025 | -0- |
| Roger Thomas, Board Member Valerie Gardner, Board Member Tom Postlethwait, Board Member | Board of Elections | Ohio Secretary of State Summer Conference | Columbus, OH | 6/29/25 – 7/1/258 | \$3,000.00 |
| Deloris Kean, Director Cheri Whipkey, Deputy Director Todd Aston, Board Member | Board of Elections | Ohio Secretary of State Summer Conference | Columbus, OH | 6/29/25 – 7/1/258 | \$3,000.00 |
| Brandie Jo Tinlin, Social Service Supervisor – JFS Wendy Gotschall, CCGHD | JFS and CCGHD | Ohio Attorney General’s World Elder Abuse Awareness Day Conference | Columbus, OH | Retroactive to 6/23/25 | \$40.00 |
| Alex Logan, Eligibility Supervisor | JFS | Workforce Area 16 Outreach | Cadiz, OH | Retroactive to 6/25/25 | -0- |

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 |
|-------|--|-------------------|--------------|
| 25440 | Other – RPC | 25440-61710-56000 | \$50.00 |
| 20420 | Small Tools & Minor Equipment – Engineer - Road | 20420-31355-54440 | \$265,000.00 |

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.
 9:01 AM


IN THE MATTER OF
APPROPRIATION AMENDMENT(S)

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

| FROM | | | TO | | AMOUNT |
|-------|-----------------------|-------------------|------------------|-------------------|------------|
| FUND | NAME | CODE | NAME | CODE | |
| 20470 | Permanent Improvement | 20470-51330-55055 | Contract Repairs | 20470-51330-53430 | \$3,500.00 |

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: Micro Distributing II LTD, \$294.43; BIS Digital, \$1,000.00; and Houston Reed LLC, \$862.50.


DJFS: Cincinnati Bell Technology, \$1,049.64; and Borden Office Equipment, \$106,212.39.

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
CARROLL COUNTY TRANSIT
UPDATED DRUG & ALCOHOL POLICY


 9:02 AM

Sonja Trbovich, Transit Director appeared before the Board to present an updated Drug and Alcohol Policy. Ms. Trbovich advised that the changes have been recommended by the Ohio Department of Transportation (ODOT). Ms. Trbovich advised that the changes and additions are underlined. Several of the changes were discussed including Reasonable Suspicion Testing, section L on page 17 and item 4 on page 22 discussing alcohol test results. Ms. Trbovich advised that Transit is zero tolerance. If a DOT test comes back between 0.02 to 0.039 BAC; then the employee is sent for a non-DOT test. There are some issues with non-DOT testing since statcare no longer does them, but Ms. Trbovich advised that beginning in the next quarter, she will be using a mobile unit. Commissioner Modranski asked who pays for the testing. Ms. Trbovich advised that Transit pays for the testing.


Motion: to adopt the Carroll County Transit updated Drug and Alcohol Policy as presented by Sonja Trbovich, Transit 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** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.


 9:04 AM

IN THE MATTER OF
CARROLL COUNTY TRANSIT
FARE INCREASES

 9:09 AM

Sonja Trbovich, Transit Director appeared before the Board to advise that the Ohio Department of Transportation (ODOT) has approved the updated rates for trips beginning July 1, 2025. Ms. Trbovich left brochures to be distributed. Commissioner Modranski asked if Transit will have a booth at the Carroll County Fair. Ms. Trbovich advised they do have a booth. There will be updated brochures at the Fair and in all the vehicles.

IN THE MATTER OF
RESOLUTION 2025-19
LEPC APPOINTMENTS


 9:10 AM

Dustin Lucas, Emergency Management Agency (EMA) Deputy Director appeared before the Board to seek approval for a resolution for the Local Emergency Planning Committee (LEPC) appointments. Mr. Lucas advised that every two years the Board needs to reappoint the entire committee. Mr. Lucas advised that the committee members are all very knowledgeable in their fields. If the appointments are approved today, they will be sent to the state for final approval at their July meeting. Mr. Lucas advised that all the members have been contacted and have confirmed their intention to stay on the committee. Commissioner Modranski asked if there are new members? Mr. Lucas advised that Roy Ford, Director at Carroll County Environmental Services, Jenna Aukerman,

CONTINUED FROM PREVIOUS PAGE

Assistant Director at the Friendship Center, Dave Davis, the Carrollton Schools Superintendent, and Zac Campbell, Washington Township Trustee are all new to the committee. When members come to the first meeting, a review of the organization is provided. Commissioner Wirkner advised that, as chair, he would add that professional and lifetime experiences enriches the decision making by the committee.

Motion: to authorize the appointment of members to the Carroll County Local Emergency Planning Committee for a two-year term effective August 7, 2025 through August 7, 2027, **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** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.

 9:11 AM

RESOLUTION 2025-19

AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE CARROLL COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

WHEREAS, the Carroll County Local Emergency Planning Committee (LEPC) was established in accordance with Emergency Planning and Community Right to Know Act, Title III of the Superfund Amendment and Reauthorization Act of 1986 passed by the US Congress (40 CFR) and chapter 3750 of the Ohio Revised Code; and

WHEREAS, the Carroll County LEPC is made up of a group of volunteers who are reappointed during the odd numbered years for a two-year term; and

WHEREAS, the membership of the Carroll County LEPC must include, without limitation, personnel from each of these groups: elected state and local officials, law enforcement, emergency management, firefighting, first aid, health, local environmental, hospital, transportation, broadcast/print media, community groups, and facilities subject to ORC, Chapter 3750.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Carroll County, Ohio hereby authorizes the appointment of the following members to the Carroll County LEPC for the two-year term of August 7, 2025 through August 7, 2027:

| REPRESENTING | NAME | TITLE | EMPLOYER | LEPC OFFICER |
|----------------------|----------------------|---------------------------|----------------------------|-----------------------------|
| Fire | Shane Thomas | Fire Chief | Village of Carrollton | |
| | Dennis Fenton | Coordinator | Carroll Co HazMat | |
| Law | Calvin Graham | Sheriff | Carroll Co Sheriff | |
| | Tim Timberlake | Police Chief | Village of Carrollton | |
| Elected Official | Robert Wirkner (2) | Commissioner | Carroll County | Chairperson |
| | William Stoneman | Mayor | Village of Carrollton | |
| Emergency Management | Tom Cottis (3) | Director | Carroll County EMA | Emergency Coordinator |
| | Dustin Lucas (1) (5) | Deputy Director | Carroll County EMA | Info Coordinator, Secretary |
| First Aid | Ken Joseph | Chief Officer | EMT Ambulance | |
| | Joel Decker | Chief Officer | Regional Ambulance | |
| Health | Tina Bernard | Enviro Health Coordinator | Carroll Co Health District | |
| | | | | |
| Environmental | Roy Ford | Director | Carroll Co Enviro Svc | |
| | Kurt Kollar | On Scene Coordinator | Ohio EPA | |
| Transportation | Chris Kiehl | Deputy Administrator | Carroll Co Engineer | |
| | Sonja Trbovich | Director | Carroll Co Transit | |
| Media | Thomas Clapper | Staff Writer | Free Press Standard | |
| | | | | |
| Community Group | | | | |
| | Jenna Auckerman | Assistant Director | Carroll Co Sr Center | |
| Industry | Lucas Shipper | Supervisor | EOG Energy | |
| | Larry Couch | Supervisor | Williams Energy | |
| Other | Staci Brady | Auditor | Carroll Co Auditor | |
| | Dave Davis | Superintendent | Carrollton School District | |
| Other | Tim Reichel | Disaster Program Mgr | American Red Cross | |
| | Zac Campbell | Trustee | Washington Twp | |

RESOLVED FURTHER that this Board of Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board which resulted in this formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including ORC 121.22.

Mr. Modranski moved for the adoption of the preceding Resolution.
Mr. Wirkner seconded the motion.

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Upon call of the roll the vote was recorded as follows:
Mr. Leggett, yes; Mr. Wirkner, yes; Mr. Modranski, yes.

Motion carried on unanimous vote. Resolution adopted this 26th day of July, 2025.

BOARD OF COMMISSIONERS OF CARROLL COUNTY, OHIO

ATTEST:

/s/ Donald E. Leggett II

Donald E. Leggett, President

/s/ Melissa N. Schaar

Melissa N. Schaar, Clerk


/s/ Christopher R. Modranski

Christopher R. Modranski, Vice President

/s/ Robert E. Wirkner


Robert E. Wirkner, Commissioner

IN THE MATTER OF
EMERGENCY MANAGEMENT AGENCY
WEATHER UPDATE

 9:13 AM

Dustin Lucas, Emergency Management Agency (EMA) Deputy Director appeared before the Board to advise that the heat advisory has been extended until tomorrow. Mr. Lucas advised that the advisory will probably be extended again; they are just waiting to hear from the National Weather Service. There are three cooling centers in the county: the Senior Center, the Carrollton Library, and the Malvern library. All the locations are available during their regular business hours. If there is an after hours heat emergency, 9-1-1 dispatch can be contacted at 330.627.2141 and then choose option 0.

IN THE MATTER OF
ROAD CLOSURE

 9:14 AM


Commissioner Leggett advised that Brian Wise, Carroll County Engineer has issued a notification for an upcoming road closure. Dew Drop Road (TR 121) will be closed to traffic 0.1 miles south of Bramble Road (CR 37) in Perry Township beginning July 7, 2025. The road should be re-opened approximately 45 days from the closing date. The closing is necessary to replace the existing culverts/bridge over McGuire Creek.

IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
TENNESSEE GAS PIPELINE / KINDER MORGAN


Motion: to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:

1. Tennessee Gas Pipeline Co. / Kinder Morgan to replace existing 26” pipeline via open cut on Mace Rd. (TR 240) in Section 33, Center 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.

 9:15 AM


IN THE MATTER OF
HEALTH DEPARTMENT
ROOF REPLACEMENT QUOTES

 9:15 AM


Ed Eick, Buildings and Grounds Superintendent appeared before the Board to discuss the Health Department roof. Many shingles have blown off the roof during recent weather events. The insurance adjuster has been out and has determined that this is likely the original roof, so there is no claim. Mr. Eick received quotes to replace the roof due to age. Mr. Eick noted that one adjuster got on the roof and immediately got down because the texture was just rolling off of the shingles. The quotes are for a metal roof including the overhang over the walkway at the top side entrance. Gutters and downspouts are needed because of the pitch of the roof. The current gutters are not big enough, so they will be upgraded to 6”. The company that did the roofing project at Carroll County Environmental Services has issues with manpower and the pitch of the roof. They did not submit a quote. Supreme Roofing of Carrollton quoted \$28,571.43. H&M Roofing Company in Salineville quoted \$31,700.00. Mr. Eick asked the Board to consider the quote of Supreme Roofing. Commissioner Leggett advised there are issues with water going down by the upstairs sidewalk and then runs in and goes downstairs. The drop ceiling and insulation need to be replaced downstairs. Commissioner Wirkner advised that he believes this project has been kicked down the road for a while. Mr. Eick advised that is correct. There was discussion about doing the roof after the garage was built, but the funds were short. Commissioner Modranski asked if there are color choices. Mr. Eick advised there is, and it will be matched to the garage.

Motion: to accept the quote of Supreme Roofing Solutions of Carrollton, Ohio in the amount of \$28,571.43 for a metal roof including the overhang, gutters and downspouts for the Health Department 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** Vice President Christopher R. Modranski.

Motion carried on unanimous vote.


 9:21 AM

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING

 9:22 AM


Ed Eick, Building and Grounds Superintendent appeared before the Board to discuss the heating, ventilation and air condition (HVAC) at the Moody Avenue renovation. Stitle Construction advised that the HVAC contractor needs to do penetrations through the roof. Discussion was held regarding the lack of response from various contractors. Damschroder needs to know how many penetrations so they can provide an accurate cost. Currently there is a quote for two 6X4 curbs but that is not what’s needed. The penetrations are 12”x12” boxes. Mr. Eick advised that this needs to happen soon so that the project is not held up. The cost won’t be anywhere near the threshold amount. Commissioner Leggett asked for a motion allowing him to move forward so the project is not held up.

Motion: to allow Ed Eick, Buildings and Grounds Superintendent to get a quote for the roof penetrations, and allow Commissioner Leggett to move forward as he sees fit, **Action:** Vote was recorded as follows: YEA: None; NEY: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner ; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion failed on unanimous vote.


 9:27 AM

Commissioner Modranski if there should be a cost limit. Commissioner Leggett advised that the work must be completed by Damschroder. Mr. Eick advised that is correct. It is not the installers doing the work, it is the service department. It will be a direct bill, it won’t be billed through the contractor. Discussion was held about Mr. Eick’s attempt to gather information. Commissioner Modranski asked if the cost will be the near the current quote of \$5,944.00. Mr. Eick advised that it will be more. Commissioner Modranski suggested a limit of \$20,000.00.

Motion: to allow Ed Eick, Buildings and Grounds Superintendent to negotiate the roof penetrations with a cap of \$20,000.00 for the work, **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.


 9:32 AM

IN THE MATTER OF
BUILDINGS & GROUNDS

 9:33 AM


Commissioner Modranski asked Ed Eick, Buildings and Grounds Superintendent how the county equipment is handling the heat wave. Mr. Eick advised things are going well. There are issues with the 4th floor unit, but it is not due to heat. There have been power interruptions in town, and the system shuts itself down to prevent damage, but it doesn’t always come back on. The HVAC company was on site the other day and the unit mysteriously came back on after 2-1/2 hours, but no one knows why. There is a call into Carrier about the issue.

IN THE MATTER OF
CLERKS REPORT

 9:34 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carrollton Hospice Browse N Buy located at 789 North Lisbon Street, Carrollton is looking for volunteers. For more information please call (330)627-9191 between 10:00 a.m. and 3:00 p.m. Monday through Friday. Ms. Johnson advised this information will be shared to the Commissioners’ Facebook page.

IN THE MATTER OF
CLERKS REPORT

 9:35 AM

Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carroll County General Health District is looking for volunteers to assist with the monthly pop-up pantry held on the first Wednesday of each month. There is a link to register as a volunteer attached to the post that has been shared to the Commissioners’ Facebook page.

IN THE MATTER OF
ENCINO ENERGY

 9:35 AM


Commissioner Wirkner advised that Encino Energy is honoring their commitments to the community including challenge coins for the emergency services appreciation and a donation to the Carroll County Foundation.

IN THE MATTER OF
CCBDD
CARROLL HILLS SCHOOL

 9:36 AM


Commissioner Leggett advised that the Ohio Department of Transportation (ODOT) is hauling dirt over to the Dog Pound for the culvert project that will connect the Dog Pound and the Carroll Hills School.


IN THE MATTER OF
EXECUTIVE SESSION

 9:37 AM


Commissioner Modranski advised that he would like an Executive Session.

Motion: to enter into Executive Session per ORC 121.22(G)(1) to consider the employment of a public employee, **Action:** Upon the call of the roll, 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** Commissioner Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 9:37 AM


Board members reconvened with no action taken at  10:08 AM.

Motion: to come out of 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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 10:08 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.

 10:09 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/ Melissa N. Schaar</u> Melissa N. Schaar, Clerk | <u>/s/ Christopher R. Modranski</u> Christopher R. Modranski, Vice President |
| <u>/s/ Donald E. Leggett II</u> Donald E. Leggett, President | <u>/s/ Robert E. Wirkner</u> Robert E. Wirkner, Commissioner |