



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

 8:59 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, September 15, 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	2025 CAAO Winter Conference	Dublin, OH	11/18/25-11/21/25	\$500.00
Melissa Schaar, Clerk	Commissioners	Mental Health First Aid	Dublin, OH	Retroactive to 9/17/25	\$70.00
Noel Bertini, SW2	JFS	Identifying and Responding to Child and Youth of Victims of Human Trafficking	Cambridge, OH	10/7/25	\$50.00
Noel Bertini, SW2	JFS	Going Two Extremes: An Overview of Childhood Bipolar Disorder	Cambridge, OH	11/7/25	\$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.
 9:00 AM


IN THE MATTER OF
APPROPRIATION(S)

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
20470	Equipment	20470-51330-54440	\$14,077.95
20745	Publications – Law Library Resources Fund	20745-12245-53324	\$4,500.00

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** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.
 9:00 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.
 9:01 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: Buckeye Pumps, 420,912.94; Citco Water, \$431.38; Citco Water, \$256.72; Citco Water, \$617.32; Berger Electric Motor Sales, \$3,360.00; Schindler Elevator Corporation, \$924.88; Huntington National Bank, \$3,253.50; Ruts CG LLC, \$938.11; Huntington National Bank, \$1,139.94; and Smith, Sean R.H., \$634.76
DJFS: Tinlin, Douglas A., \$825.16; and Family & Children First Council, \$8,526.96.

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
RUMA AGREEMENT – WATKINS WELL CONNECT
CARDINAL GAS SERVICES, LLC

Motion: to approve an agreement by and between the Board of Commissioners and Cardinal Gas Services, LLC to commence use of 2.0 miles of CR 11 (Antigua Road) and 1.5 miles of CR 51 (Cactus Road) for the purpose of ingress to and egress from the Watkins Well Connect, for traffic necessary for the purpose of construction and completion operations of the Watkins Well Connect in Monroe 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.


 9:01 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, LLC for installation of a proposed 10” dia steel natural gas pipeline in Section 17 of Monroe Township, on Antigua Rd. SW (CR 11) for the Watkins Well Connect, HOP #2;
2. Cardinal Gas Services, LLC for a driveway in Monroe Township, on Antigua Rd. SW (CR 11) for the Watkins Well Connect, TAR #1;
3. Cardinal Gas Services, LLC for a driveway in Monroe Township, on Antigua Rd. SW (CR 11) for the Watkins Well Connect, TAR #2;
4. EOG Resources, Inc. for a driveway in Brown Township, on Citrus Rd. NW (CR 68) for the Blackbird Compressor, PAR #BB1;
5. Todd Wright for installation of ¾” water service line by directional drilling in Section 24 of Brown Township, on Arrow Rd. NW (CR 15);

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
EMPLOYEE BENEFITS
COUNTY EMPLOYEE BENEFITS CONSORTIUM OF OHIO

Motion: to accept the County Employee Benefits Consortium of Ohio (CEBCO) participation agreement for the period of January 1, 2026 through December 31, 2028, **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
CARING HANDS - HALLOWEEN BAKE SALE

Motion: to allow Caring Hands to hold their Halloween Bake Sale on the second floor of the Courthouse on Friday, October 24, 2025 from 8:00 a.m. to 11:30 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** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski. Motion carried on unanimous vote.


 9:05 AM

IN THE MATTER OF
AUDITOR OF STATE - 2024 AUDIT FINALIZATION

Motion: to approve a letter to the Auditor of State finalizing the 2024 audit, **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
AUDITOR OF STATE
2024 AUDIT EXIT INTERVIEW


 9:05 AM

Melissa N. Schaar, Clerk advised that the Board was provided with a letter that explained the audit process and gave some recommendations. Commissioner Wirkner advised that the audit had no major issues.

Motion: to approve a letter to the Auditor of State waiving the exit interview for the 2024 audit, **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
BUILDING & GROUNDS
COURTHOUSE 3RD FLOOR WINDOWS


 9:06 AM

Edward Eick, Building and Grounds Superintendent appeared before the Board to present quotes for replacing the windows on the third floor of the courthouse annex. Mr. Eick advised that he requested three quotes. Atwood Glass did not respond. Canton Glass provided a quote in the amount of \$10,492.00 for clear glass, not lightly tinted glass as was requested. Bonfert Glass provided a quote in the amount of \$10,832.00 for bronze tinted glass and a bronze sill across the masonry. Mr. Eick recommends accepting the quote from Bonfert Glass. Discussion was held about the condition of the window seals, and the water that is leaking into the building. Melissa Schaar, Clerk advised that she recently spoke to a county resident on the phone who had some confusion over the Annex building on Moody Avenue. Ms. Schaar advised that for clarity, the annex that is being discussed now is the building attached to the east side of the courthouse and specifically, the windows in the offices directly above the Commissioners’ office and meeting room space.

Motion: to accept the quote of Bonfert Glass in the amount of \$10,832.00 for bronze tinted glass and a bronze sill on the masonry for the third floor of the courthouse, **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.


 9:13 AM

IN THE MATTER OF
CLERK’S REPORT

 9:14 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Senior Citizen’s Friendship Center is hosting a Meals on Wheels Soups and Sweets Fundraiser tomorrow, September 19, 2025 from 9:00 a.m. to 1:00 p.m. There will be a variety of soups and sweets available by first come first serve. Ms. Johnson advised the fundraiser is being held at the Friendship Center located at 100 Kensington Road NE, Carrollton, Ohio 44615. This information has been shared on the Commissioners’ Facebook page.

IN THE MATTER OF
MEETINGS

 9:14 AM


Commissioner Wirkner advised that he has a Regional Transportation Improvement Project (RTIP) meeting tomorrow morning.

IN THE MATTER OF
COURTHOUSE STEPS - MOVIE

 9:14 AM


Commissioner Modranski read an email from local screenwriter Duane Abel who provided updates on his upcoming film, “A Christmas Drawn Together”. The filming dates are January 4 – 17, 2026 and will begin and end on the courthouse steps. Residents are encouraged to follow the film on Facebook and Instagram @achristmasdrawntogether to stay up-to-date on casting announcements, film locations, and more.

IN THE MATTER OF
ECONOMIC DEVELOPMENT/REGIONAL PLANNING - DIRECTOR

 9:18 AM


Commissioner Modranski advised that the Board interviewed three applicants for Economic Development / Regional Planning Director position last week. Commissioner Modranski would like to recommend Lynda Wickline of Carrollton, Ohio for the position at a rate of \$23.00 per hour with a six-month probation period. Upon completion of the probation period, Ms. Wickline would receive a raise of up to \$1.00 per hour. Commissioner Wirkner advised that Ms. Wickline seems like she will be a good fit.

Motion: to hire Lynda Wickline of Carrollton, Ohio for the Economic Development / Regional Planning Director position at a rate of \$23.00 per hour with a six-month probation period; upon completion of the probation period, Ms. Wickline would receive a raise of up to \$1.00 per hour, **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.

 9:20 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.

 9:19 AM

PREPARED BY:	BOARD OF COMMISSIONERS OF CARROLL COUNTY
<u>/s/ Melissa N. Schaar</u> Melissa N. Schaar, Clerk I	<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