



Present: President Donald E. Leggett II and Commissioner Robert E. Wirkner. **Absent:** Vice President Christopher R. Modranski.
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

 9:01 AM

Commissioner Wirkner: Present; Commissioner Modranski: Absent; Commissioner Leggett: Present


IN THE MATTER OF
RECORDINGS OF PROCEEDINGS

 9:01 AM

April D. Mayle, Assistant Clerk I 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, September 18, 2025, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** President Donald E. Leggett II.
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 | Northeast Ohio District Meeting | Kinsman, OH | 10/3/25 | \$25.00 |
| Robert E. Wirkner, Commissioner | Commissioners | RTIP | Minerva, OH | Retroactive to 9/19/25 | \$20.00 |
| Christopher R. Modranski, Commissioner | Commissioners | HARCATUS Board Meeting | New Philadelphia, OH | 9/24/25 | \$40.00 |
| Christopher R. Modranski, Commissioner | Commissioners | COG Meeting | Cadiz, OH | 9/26/25 | \$40.00 |
| Jennifer Burns, Director | JFS | COG Meeting | Cadiz, OH | 9/26/25 | \$25.00 |
| Patricia Oyer, Recorder | Recorder | Mahoning County Recorder’s Office | Youngstown, OH | Retroactive to 9/16/25 | \$85.70 |

Action: Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** President Donald E. Leggett II. 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 |
|-------|---|-------------------|-------------|
| 20765 | Small Tools and Minor Equipment – Economic Development Fund | 20765-61545-54440 | \$2,000.00 |
| 20934 | Home Repair – CHIP (CDBG) PY23 Grant - Commissioners | 20934-11600-53430 | \$32,800.00 |
| 20934 | Admin – CHIP (CDBG) PY23 Grant – Commissioners | 20934-11600-53395 | \$8,200.00 |

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


 9:02 AM

IN THE MATTER OF
APPROPRIATION AMENDMENT(S)

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


| FUND | FROM | | TO | | AMOUNT |
|-------|---|-------------------|----------------------------------|-------------------|-------------|
| | NAME | CODE | NAME | CODE | |
| 10000 | Electricity – Building and Grounds | 10000-11025-53311 | Telephone – Building and Grounds | 10000-11025-53321 | \$7,000.00 |
| 20420 | Small Tools & Minor Equipment – Engineer – Road | 20420-31355-54440 | Materials – Engineer – Road | 20420-31355-54440 | \$50,000.00 |
| 10000 | Other Expenses | 10000-11250-56090 | Travel | 10000-11250-52050 | \$500.00 |

Action: Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, Moved by Commissioner Robert E. Wirkner, Seconded by President Donald E. Leggett II.
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: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, Moved by Commissioner Robert E. Wirkner, Seconded by President Donald E. Leggett II.
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: None.
DJFS: Carroll County Transit, \$1,190.97 and Beckfield College LLC, \$3,375.00.
Action: Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, Moved by Commissioner Robert E. Wirkner, Seconded by President Donald E. Leggett II.
Motion carried on unanimous vote.

 9:02 AM

IN THE MATTER OF
REPORT OF COUNTY DOG WARDEN


 9:03 AM
Merle Long, Dog Warden, filed his report for the week of September 14, 2025 to September 20, 2025 showing 1 dog impounded, 1 adopted out, 0 redeemed, 0 euthanized, 0 citation(s) for no license, and 2 citation(s) for running at large.

IN THE MATTER OF
JFS – VARIOUS CONTRACTS

Motion: to approve the following contract for Job and Family Services as recommended by Jennifer Burns, Director:

| PROVIDER | EFFECTIVE DATE | AMOUNT | SERVICE | TYPE | STATUS | DATE SIGNED |
|--|-----------------|--|--|---------|---------|-------------|
| Caregiver’s Helpers, Inc. | 10/1/25-9/30/26 | Maximum Amount Payable \$150,000.00 | Placement for Foster Children | Service | Renewal | 9/8/25 |
| Carroll County Sheriff’s Office | 10/1/25-9/30/26 | Dependent on use | Vehicle Detailing | MOA | Renewal | 9/10/25 |
| Carroll County General Health District | 10/1/25-9/30/26 | \$23.55 per hour plus fringes and expenses | Adult Protective Services and Health Screenings for Foster Youth | MOA | Renewal | 9/17/25 |


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

 9:03 AM

IN THE MATTER OF
PROSECUTOR OPINION


Commissioner Wirkner advised that he is on the Carroll County Foundation Board and if anything further comes from the Prosecutor’s office, he will have to abstain.

Motion: to send the Charitable Grant Agreement between the Carroll County Foundation and the Carroll County Golden Age Retreat to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** President Donald E. Leggett II.
Motion carried on unanimous vote.


 9:05 AM

IN THE MATTER OF
PROSECUTOR OPINION

Motion: to send the contract/agreement with Thrasher for the CDBG CI Leesville Storm Sewer project to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: Commissioner Robert E. Wirkner and President Donald E. Leggett II; NEY: None; ABSENT: Vice President Christopher R. Modranski; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** President Donald E. Leggett II.
Motion carried on unanimous vote.


 9:05 AM

IN THE MATTER OF
CLERK’S REPORT

 9:06 AM


Melissa N. Schaar, Clerk appeared before the Board to advise viewers that Saturday, September 27, 2025 is the annual Scarecrows on the Square event. Construction time is from 10:00 a.m. until noon, and judging begins at noon. Registration forms are available at the Carroll County Chamber of Commerce office located at 30 Public Square. The deadline to enter is Tuesday, September 23, 2025. Ms. Schaar advised that more information is available on the Commissioners’ Facebook page. Commissioner Wirkner asked Ms. Schaar how many offices in the courthouse are participating. Ms. Schaar advised that the Commissioners’ office and the Board of Elections office are for sure and the Sheriff’s office, the Engineer’s office, and the Auditor’s office may too.

IN THE MATTER OF
CLERK’S REPORT

 9:06 AM


Melissa N. Schaar, Clerk appeared before the Board to advise viewers to mark their calendars for the Grand Opening of the Clever Quill Bookstore located at 450 S. Lisbon St., Carrollton, Ohio. The Grand Opening will be from 10:00 a.m. to 6:00 p.m. on Saturday, October 4, 2025. There will be free face painting, a book raffle giveaway, food trucks, new and used books, and more. Ms. Schaar advised that the information has been shared to the Commissioners’ Facebook page.

IN THE MATTER OF
CARROLL COUNTY AIRPORT

 9:08 AM


Commissioner Wirkner advised that inspections were done at the Carroll County-Tolson Airport, and the airport was recertified.

IN THE MATTER OF
RTIP

 9:08 AM


Commissioner Wirkner advised that he attended a meeting of the Regional Transportation Improvement Project (RTIP). Commissioner Wirkner advised that if Carroll County receives the grant through the Ohio Mid-Eastern Governments Association (OMEGA) for the project, there will be a lot of work to do to determine who will do the study. Commissioner Wirkner advised that the Ohio Department of Transportation (ODOT) and OMEGA will assist with the process to put the project out for bid.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING

 9:09 AM

Commissioner Leggett advised that he has a contractor’s meeting tomorrow at the courthouse annex building. Commissioner Leggett advised that the doors for all the offices and rooms were delivered last week, and he expects to see some of them installed when he visits tomorrow. Commissioner Leggett advised that the internet and camera cabling is getting close to being completed.


IN THE MATTER OF
OSU EXTENSION OFFICE

 9:10 AM

Commissioner Wirkner asked if there is a timeline as to when the Ohio State University (OSU) Extension office will be able to move into the annex building. Commissioner Leggett advised that their rooms are getting the ceilings and walls prepped for painting and he is still waiting on the estimate for the heating and cooling. He hopes to have more information to share after tomorrow.

IN THE MATTER OF
ADJOURN

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

 9:11 AM

PREPARED BY:
/s/ April D. Mayle
April D. Mayle, Assistant Clerk I

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
absent
Christopher R. Modranski, Vice President
/s/ Robert E. Wirkner
Robert E. Wirkner, Commissioner