



**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, October 6, 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)
Jennifer Burns, Director Leah Batson, Social Service Supervisor Brandie Jo Tinlin, Social Service Supervisor	JFS	Group Home Visit – site tour	Steubenville, OH	10/16/25	\$50.00
Jennifer Burns, Director	JFS	East Central PCSAO	Coshocton, OH	10/17/25	\$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.


 9:01 AM

IN THE MATTER OF  
APPROPRIATION(S)

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

FUND	NAME	CODE	AMOUNT
20945	Transfer out – Brownfield Remediation Grant	20945-11001-56001	\$233,373.87
50050	Transfer Out – Sewer Capital Improvement	50050-31450-59200	\$20,396.49
10000	Professional and Technical Services – Moody Ave Annex	10000-11026-53340	\$233,373.87
20745	Medicare – Law Library	20745-12245-51090	\$15.00
21107	Resources Fund	21107-51505-54440	\$20,000.00
21107	Capital Purchases	21107-51505-56020	\$34,000.00
	Local Match		

**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	
50050	Capital Expenses	50050-31450-55000	Transfer Out	50050-31450-59200	\$103,000.00

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


 9:01 AM

IN THE MATTER OF  
TRANSFER OF FUNDS

**Motion:** to approve the following transfer of fund(s):


FUND	CODE (FROM)	CODE (TO)	AMOUNT
20945	20945-11001-59200	10000-00100-49800	\$233,373.87
50050	50050-31450-59200	50200-31450-49800	\$123,396.49

**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

**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:** The Light House, \$235.00; Borden Office Equipment, \$155.32; Ruts CG LLC, \$14,077.95; CSG Solutions LLC, \$979.24; American Electric Power, \$5,897.47; Zashin & Rich CO., LPA, \$645.00; Huntington National Bank, \$1,309.79; and Maple Cotton Funeral Home, \$200.00.  
**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.


 9:02 AM

IN THE MATTER OF  
MONTHLY REPORT – SEPTEMBER 2025  
CHILD SUPPORT ENFORCEMENT AGENCY

 9:02 AM


Commissioner Leggett advised the office of the Prosecuting Attorney filed his report for September 2025 for the Carroll County Child Support Enforcement Agency. There was a total of 1,020 open, active cases. A copy is on file in the Commissioners’ office.

IN THE MATTER OF  
MONTHLY CONVEYANCE REPORT – SEPTEMBER 2025  
AUDITOR’S OFFICE

 9:02 AM


Commissioner Leggett advised the office of the Auditor filed her report of conveyances and fees for September 2025. A copy is on file in the Commissioners’ office.

IN THE MATTER OF  
MONTHLY RECONCILIATION REPORT – AUGUST 2025  
AUDITOR’S OFFICE

 9:03 AM

Commissioner Leggett advised that in accordance with Ohio Revised Code (ORC) 319.15, the Auditor has provided the monthly financial statement for the month of August 2025. A copy is on file in the Commissioners’ office.


IN THE MATTER OF  
LETTER OF SUPPORT  
MORGAN’S RAID BATTLEFIELD PROJECT

 9:03 AM


Commissioner Wirkner advised that he has done research on Morgan’s Raid. Many people don’t realize that this was the site of the most northern engagement during the Civil War. Commissioner Wirkner advised that the site is worth preserving.

\*\*\*\*\*

**Motion:** to authorize a letter of support for the Jefferson Soil and Water Conservation District’s submittal of the Abandoned Mine Land Economic Revitalization (AMLER) Grant to the Ohio Department of Natural Resources; the grant application is for the Morgan’s Raid Battlefield Project which will develop and preserve property located within Carroll County related to the Morgan’s Raid Battlefield, **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  
RESOLUTION 2025-27  
FILING APPLICATION WITH OHIO DEPARTMENT OF TRANSPORTATION

 9:05 AM

Sonja Trbovich, Transit Director appeared before the Board to request approval of a resolution. Ms. Trbovich advised that the resolution authorizes her to apply for US Department of Transportation (DOT) Federal Transit Administration (FTA) grants. Ms. Trbovich advised she will apply for the 5311 grant, the 5339 grant, and any additional operating grants that are available.  
\*\*\*\*\*

**Motion:** to adopt Resolution 2025-27 authorizing the filing of an application with the Ohio Department of Transportation by Sonja G. Trbovich, Transit Director for grants through the US DOT Federal Transit Administration (FTA), **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.

 9:06 AM

RESOLUTION 2025-27

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION  
BY SONJA G. TRBOVICH, TRANSIT DIRECTOR

Resolution No: 2025-27

A resolution authorizing the filing of (an) application(s) with the Ohio Department of Transportation by  
Sonja G. Trbovich, Transit Director

for grants through the US DOT Federal Transit Administration (FTA) and the State of Ohio, as authorized under Federal Transit Laws and State of Ohio laws executing a contract with the Ohio Department of Transportation upon project approval.  
WHEREAS, the Director of the Ohio Department of Transportation is authorized to make grants for the US DOT Federal Transit Administration (FTA) funds and the State of Ohio;  
WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program if applicable;  
WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and  
NOW, THEREFORE, BE IT RESOLVED BY

The Board of Commissioners of Carroll County, Ohio

1.

That Sonja G. Trbovich, Transit Director

is authorized on behalf of Carroll County Transit

a. to execute and file

i. Proposals to aid in the financing of capital, operating, and planning assistance projects;

ii. Grant agreements with the Ohio Department of Transportation for aid in the financing of capital, operating, and planning assistance projects;

iii. An assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964; and

iv. Set forth affirmative disadvantage business policies in connection to any procurement made as part of the project.
2.

That Sonja G. Trbovich, Transit Director

is authorized to furnish such additional information as the Ohio Department of Transportation may require in connection with the proposal for the program of projects submitted to the Federal Transit Administration and the State of Ohio.
3.

The undersigned duly qualified and acting Clerk

of the The Board of Commissioners of Carroll County, Ohio

certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Carroll County Board of Commissioners

Held on 10/9/2025

Click here to enter text.

/s/ Melissa N. Schaar

Signature of Recording Officer, Title

10/9/25

Date

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.

BOARD OF COMMISSIONERS  
OF CARROLL COUNTY, OHIO

/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


ATTEST:

/s/ Melissa N. Schaar

Melissa N. Schaar, Clerk

367


IN THE MATTER OF  
BROWNFIELD REMEDIATION GRANT  
CHANGE ORDER NO. 1

 9:07 AM

Commissioner Modranski advised that Civil and Environmental Consultants (CEC) of Columbus, Ohio was hired to complete a Phase 1 Environmental Site Assessment (ESA) on the former ODOT garage located at 253 Kensington Rd. NE in Carrollton. Since then, the County has been awarded a Brownfield Remediation Grant from the Ohio Department of Development to conduct the Phase 1 and Phase 2 Environmental Site Assessments for the location.


\*\*\*\*\*

**Motion:** to accept change order no. 1 in the amount of \$95,200.00 for the Brownfield Remediation Grant – ODOT Garage 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.

 9:08 AM


IN THE MATTER OF  
2024 WATER POLLUTION CONTROL LOAN FUND  
BID ACCEPTANCE & NOTICE OF AWARD – PROJECT 2024-03

**Motion:** to accept the bid of JB Milner Complete Septic Service, Inc., of Minerva, OH in the amount of \$13,500.00 for the 2024 WPCLF/HSTS project #2024-03, to replace one home sewage treatment system and to issue a Notice of Award regarding the same, as recommended by Clerk Melissa N. Schaar, **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.

 9:08 AM


IN THE MATTER OF  
AGREEMENT/CONTRACT – JON STEWART EXCAVATING, LLC  
2024 WATER POLLUTION LOAN CONTROL FUND 2022-11

**Motion:** to approve a contract and issue a notice to proceed to Jon Stewart Excavating, LLC of Cadiz, OH, in the amount of \$25,200.00 to install one septic system for the 2024 Water Pollution Control Loan Fund project 2022-11 at a residence located on Lunar Rd. NE, **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  
PROSECUTOR OPINION  
JON STEWART EXCAVATING, LLC CONTRACT

**Motion:** to send the Water Pollution Control Loan Fund contract with Jon Stewart Excavating, LLC to the Prosecutor for his approval, **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.

 9:09 AM


IN THE MATTER OF  
OHIO EPA  
STONY LAKE – DIRECTOR’S FINAL FINDINGS AND ORDERS

 9:10 AM

Jim Nordquist and Alexandria Fetchko from The Thrasher Group were present in session. Mr. Nordquist advised that they wanted to be present to follow up on the Director’s orders and make sure they were accepted, so that the amendment from last October could move forward. Commissioner Modranski advised that his understanding is that the Director’s Orders confirms there is a problem, which allows Erin Wright at Ohio Mid-Eastern Governments Association (OMEGA) to begin looking for planning and design funding.

\*\*\*\*\*


**Motion:** to accept the Ohio Environmental Protection Agency Director’s Final Findings and Orders related to Unsanitary Conditions in the Stony Lake Residential Community, **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.

 9:10 AM

\*\*\*\*\*


Ms. Fetchko asked if it is ok to reach out to Ms. Wright to offer Thrasher’s assistance. Commissioner Modranski advised that is fine. Commissioner Modranski advised that he will send Ms. Wright an email to let her know that the Orders are signed and Ms. Fetchko will be reaching out to her.

IN THE MATTER OF  
CLERKS REPORT

 9:14 AM


Eva Johnson, Assistant Clerk II appeared before the Board to remind viewers that the Commissioners’ office and all non-emergency county offices will be closed on Monday, October 13, 2025 in observance of Columbus Day.

IN THE MATTER OF  
CLERKS REPORT

 9:14 AM


Eva Johnson, Assistant Clerk II appeared before the Board to advise viewers that the Carroll County Friendship Center will be hosting their open house on Thursday, October 23, 2025 from 4:00 p.m. to 6:00 p.m. located at 1100 Kensington Road. There will be all kinds of activities, including trunk or treat from 4:30 p.m. to 5:30 p.m. in the grass behind the Friendship Center parking lot. Ms. Johnson advised viewers to make sure they RSVP for a parking spot to (330)627-7017 if they plan to participate in passing out candy during the trunk or treat. Ms. Johnson advised that a flyer with more information has been shared to the Commissioners’ Facebook page.

IN THE MATTER OF  
EMERGENCY MANAGEMENT AGENCY

 9:15 AM


Commissioner Wirkner advised that he was contacted last night regarding a condensate leak on the Williams pipeline in Union Township. The Emergency Management Agency (EMA), HazMat, and fire services were all on scene. The leak has been found and contained. Residents in the area of Alamo, Canyon, and Rebel Roads will notice additional traffic for clean up activities. There should be no disruptions to the Algonquin Mill festival.

IN THE MATTER OF  
REGIONAL TRANSPORTATION IMPROVEMENT PROJECT  
OMEGA RTPO GRANT

 9:16 AM


Commissioner Wirkner advised that he attended the Ohio Department of Transportation (ODOT) Transportation Review Advisory Council (TRAC) meeting in New Philadelphia. During that meeting, the announcement was made that Carroll County received a \$250,000.00 grant from the Ohio Mid-Eastern Governments Association (OMEGA) Regional Transportation Planning Organization (RTPO). The grant funds will be used for a feasibility study for a Route 30 connector from East Canton to Carrollton. Commissioner Wirkner read the statement released by OMEGA. Commissioner Wirkner advised that the feasibility study will determine the most efficient route to get from Carrollton to Route 30. ODOT will prepare the documents and coordinate with OMEGA to receive proposals.

IN THE MATTER OF  
ALGONQUIN MILL FESTIVAL

 9:20 AM


Commissioner Wirkner advised residents to enjoy the Algonquin Mill Festival. Commissioner Modranski advised that it looks like good weather and a pretty good chance of traffic on SR 332 and encouraged attendees to be cautious. Commissioner Wirkner advised that EOG will reduce the traffic in that area for the weekend. Commissioner Leggett encouraged everyone to be safe at the Algonquin Mill Festival.

IN THE MATTER OF  
FRIENDSHIP CENTER - WARRIOR DAY

 9:22 AM

Commissioner Modranski advised that October 17, 2025 is Warrior Day and the Carrollton High School band will be at the Friendship Center to eat lunch and perform their half time show. Anyone attending the event is asked to wear black and white. Lunch will be served at 11:20 a.m. and the performance will begin at approximately noon.


IN THE MATTER OF  
COURTHOUSE ANNEX BUILDING - FLAGPOLE

 9:23 AM

Commissioner Leggett advised that the flagpole was installed at the Annex building yesterday. The flagpole is taller than he expected. The flag will be put on once the lights are installed. Commissioner Wirkner advised that coming down Canton Road, people get a direct view of the flag and the building. Commissioner Wirkner advised that the flag will stand tall and proud.

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.

 9:24 AM

PREPARED BY:

/s/ Melissa N. Schaar  
Melissa N. Schaar, Clerk

**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