



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

 9:01 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, October 9, 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)
Robert E. Wirkner, Commissioner Melissa N. Schaar, Clerk	Commissioners	CCAO Service Corporation Meeting	Columbus, OH	Retroactive to 10/15/25	\$75.00
Robert E. Wirkner, Commissioner	Commissioners	RTIP	Minerva, OH	10/17/25	\$20.00
Christopher R. Modranski, Commissioner	Commissioners	HARCATUS Executive Committee Meeting	New Philadelphia, OH	10/22/25	\$35.00
Lynda Wickline, Economic Development Director	Economic Development	OMEGA	Cambridge, OH	10/27/25	\$60.00
Brian Wise, Engineer	Engineer	Deep Dive into Drainage Rights – Webinar	Carrollton, OH	11/5/25	\$119.00
Sean R.H. Smith, Judge	Probate/Juvenile	Membership	N/A	N/A	\$250.00

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	20945-11001-59200	\$233,373.87
20945	Administration – Brownfield Remediation Grant	20945-11001-56001	(\$233,373.87)
20700	Reimbursements to PA Fund – Children’s Services 50 Fund	20700-51324-58000	\$136,385.21
20765	Small Tools and Minor Equipment – Economic Development Fund	20765-61545-54440	\$2,000.00
20470	Equipment	20470-51330-54440	\$6,800.00
20470	Utilities	20470-51330-53310	\$5,500.00
20470	Repairs	20470-51330-53430	\$1,000.00
20470	Permanent Improvement	20470-51330-55055	\$1,500.00

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.

 9:02 AM


IN THE MATTER OF
APPROPRIATION AMENDMENT(S)

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

FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
10000	Allowance	10000-51255-53500	Salaries	10000-51255-50020	\$35,000.00
10000	Allowance	10000-51255-53500	PERS	10000-51255-51070	\$4,900.00
10000	Allowance	10000-51255-53500	Medicare	10000-51255-51090	\$507.50
	Travel –		Professional &		
	Commissioners		Technical		
10000		10000-11001-52050	Services	10000-11001-53340	\$4,000.00

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.

 9:02 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** 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: Sheets-Eick Electric LLC, \$288.00; Auto Services & Controls, \$210.00, Quadient Finance USA, Inc, \$112.06; Huntington National Bank, \$650.97; Cosgrave, Laurie, \$221.34.
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** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.

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 October 5, 2025 to October 11, 2025 showing 5 dogs impounded, 2 adopted out, 0 redeemed, 0 euthanized, 1 citation(s) for no license, and 1 citation(s) for running at large.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
GENERAL TRADES

Motion: to approve change order #12 in the amount of \$3,910.00 which is a credit for omitted blinds and modification to the chain link fencing, **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
PY23 COMMUNITY DEVELOPMENT BLOCK GRANT
DELLROY COMMUNITY CENTER IMPROVEMENT PROJECT

Motion: to approve change order #1 in the amount of \$2,230.00 to prep and fill interior control joints in the main floor, **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.


 9:04 AM

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
Trax Youth Services, LLP	10/1/25-9/30/26	\$40,000.00	Mentoring Services	Service	Renewal	10/08/25
Big Brothers Big Sisters of Northeast Ohio	10/1/25-9/30/26	\$85,373.19	Community-Based and School-Based Mentoring	Service	Renewal	10/08/25
Carroll County Transit	10/1/25-9/30/26	\$2.97 per mile	Transportation	Service	Renewal	10/09/25

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
AGREEMENT/CONTRACT – JB MILNER COMPLETE SEPTIC SERVICE INC
2024 WATER POLLUTION LOAN CONTROL FUND 2024-03

Motion: to approve a contract and issue a notice to proceed to J. B. Milner Complete Septic Service, Inc. of Minerva, Ohio, in the amount of \$13,500.00 to install one septic system for the 2024 Water Pollution Control Loan Fund project 2024-03 at a residence located on Magnet 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.

 9:05 AM


IN THE MATTER OF
PROSECUTOR OPINION
JB MILNER COMPLETE SEPTIC SERVICE INC

Motion: to send the Water Pollution Control Loan Fund contract with J. B. Milner Complete Septic Service, Inc. to the Prosecutor for his approval for form and function, **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.

 9:06 AM

IN THE MATTER OF
RESOLUTION 2025-28
OHIO PUBLIC WORKS COMMISSION

Motion: to authorize the president of the Board of Commissioners of Carroll County, Ohio to prepare and submit an application to participate in the Ohio Public Works Commission (OPWC) state capital improvement and/or local transportation improvement program(s) and to execute contracts as required, **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

<div>RESOLUTION NO. 2025-28</div> <div>A RESOLUTION AUTHORIZING THE PRESIDENT OF THE BOARD OF COMMISSIONERS OF CARROLL COUNTY, OHIO TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED.</div>

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Board of Commissioners of Carroll County, Ohio is planning to make capital improvements through the **Carroll County Environmental Services Wastewater Lift Station Replacement and Upgrades project**, and

WHEREAS, the infrastructure improvement project herein described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Carroll County, Ohio, that:

Section 1: The President of the Board of Commissioners of Carroll County, Ohio is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The President of the Board of Commissioners of Carroll County, Ohio is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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.

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

Motion carried on unanimous vote. Resolution adopted this 16th day of October, 2025.

**BOARD OF COMMISSIONERS
OF CARROLL COUNTY, OHIO**

ATTEST:


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

/s/ Donald E. Leggett II
Donald E. Leggett II, President


/s/ Christopher R. Modranski
Christopher R. Modranski, Vice President

/s/ Robert E. Wirkner
Robert E. Wirkner, Commissioner


**IN THE MATTER OF
CLERKS REPORT**

 9:07 AM
April D. Mayle, Assistant Clerk I appeared before the Board to advise viewers that the Carroll County Convention and Visitor’s Bureau is looking for models for photo shoots at four locations around Carroll County, including Atwood Lake Park, Deli on the Square, Flowers at Grover Farms, and Great Trail Golf Course. Interested individuals can participate in one or all four, no experience necessary. Models must provide their own transportation to the shoot running from 9:00 a.m. to 3:00 p.m. Snacks will be provided. Ms. Mayle advised that anyone interested can reach out to Chelsa at 330-627-4811 ext. 1 or e-mail chelsa@carrollcountyohio.com for more information and any questions. The photos and video will be used for marketing and ads for Carroll County across the region.


**IN THE MATTER OF
MEETINGS**

 9:08 AM
Commissioner Wirkner advised that he has a Regional Transportation Improvement Plan (RTIP) meeting tomorrow. Commissioner Wirkner advised that Ben Turin from the Ohio Mid-Eastern Governments Association (OMEGA) will be there to discuss the Regional Transportation Planning Organization (RTPO) grant that Carroll County has been awarded.

**IN THE MATTER OF
FRIENDSHIP CENTER – WARRIOR DAY**


 9:09 AM
Commissioner Modranski reminded viewers that the Carrollton Marching Band will be at the Friendship Center tomorrow at 11:30 a.m. for lunch with the seniors and then will be performing at 12:00 p.m. Commissioner Modranski advised viewers that would like to come, they can still call to reserve lunch at the Friendship Center and that information will be shared to the Commissioners’ Facebook page.

**IN THE MATTER OF
COURTHOUSE ANNEX BUILDING**

 9:09 AM
Commissioner Leggett advised that the Carroll County Annex sign has been hung on the building. Commissioner Leggett advised that there are five telephone poles with security lights that AEP will be taking out. Commissioner Leggett advised that everything looks to be on schedule. Commissioner Wirkner advised that the signage looks perfect when coming down Canton Road and that no one should get lost going to the building. Commissioner Modranski asked Commissioner Leggett if there is a completion date yet for the building. Commissioner Leggett advised that the contractors are still saying next month.

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.

 9:11 AM

PREPARED BY:	BOARD OF COMMISSIONERS OF CARROLL COUNTY
<u>/s/ Eva N. Johnson</u> Eva N. Johnson, Assistant Clerk II	<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