

Present: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II.
Also present to observe: Thomas Clapper, Free Press Standard.

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM

Commissioner Modranski 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 Leggett: Present; Commissioner Wirkner: Present; Commissioner Modranski: 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, January 5, 2026 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner 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)
Tom Postlethwait, Board Member Todd Aston, Board Member Roger Thomas, Board Member	Board of Elections	OAEO Winter Conference	Columbus, OH	1/14-16/26	\$3,000.00
Tom Postlethwait, Board Member Todd Aston, Board Member Roger Thomas, Board Member	Board of Elections	Ohio Association of Election Officials dues	NA	NA	\$260.00
Tiffany Parker, Clerk Lauren Shannon, Clerk	Board of Elections	OAEO Winter Conference	Columbus, OH	1/14-16/26	\$2,000.00
Tiffany Parker, Clerk Lauren Shannon, Clerk	Board of Elections	Ohio Association of Election Officials dues	NA	NA	\$260.00
Deloris Kean, Director Cheri Whipkey, Deputy Director	Board of Elections	OAEO Winter Conference	Columbus, OH	1/14-16/26	\$2,000.00
Deloris Kean, Director Cheri Whipkey, Deputy Director	Board of Elections	Ohio Association of Election Officials dues	NA	NA	\$260.00

Action: Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner. 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
20873	CPT Training	20873-21200-53300	\$20,000.00

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

 9:02 AM

**IN THE MATTER OF
NUNC PRO TUNC APPROPRIATION(S)**

Motion: to approve the following nunc pro tunc appropriation(s):

FUND	NAME	CODE	AMOUNT
10000	General Fund	See Attached Breakdown	\$1,346,568.00
20000	Dog & Kennel	See Attached Breakdown	\$8,572.00
20011	Concealed Handgun	See Attached Breakdown	\$1,913.00
20012	Sheriff Foreclosure	See Attached Breakdown	\$1,200.00
20014	Municipal Court Special Projects	See Attached Breakdown	\$5,927.00
20015	Muni Court Indigent Driver	See Attached Breakdown	\$410.00

20016	Enforcement & Education	See Attached Breakdown	\$75.00
20017	Muni Court Computer	See Attached Breakdown	\$2,304.00
20018	Probate Court Computer	See Attached Breakdown	\$154.00
20019	Juv Court Computer	See Attached Breakdown	\$141.00
20020	Co Recorders Technology	See Attached Breakdown	\$4,416.00
20021	Clerk of Courts Computer	See Attached Breakdown	\$7,725.00
20022	Co Probation Adult Svcs	See Attached Breakdown	\$1,627.00
20023	Common Pleas Computer	See Attached Breakdown	\$578.00
20024	Common Pleas Spec Projects	See Attached Breakdown	\$180.00
20025	Title Administration	See Attached Breakdown	\$29,906.00
20026	Muni Ct Adult Probation	See Attached Breakdown	\$2,007.00
20027	Indigent Drivers Alcohol	See Attached Breakdown	\$6.00
20030	Victims Assistance	See Attached Breakdown	\$1,670.00
20200	Public Health Workforce	See Attached Breakdown	\$16,398.00
20206	Covid 19 Enhanced Oper	See Attached Breakdown	(\$123,396.00)
20400	Public Assistance	See Attached Breakdown	(\$346,397.00)
20410	Real Estate Assessment	See Attached Breakdown	\$32,040.00
20420	M&G Fund	See Attached Breakdown	\$958,123.00
20470	County Home Fund	See Attached Breakdown	\$156,762.00
20620	Solid Waste	See Attached Breakdown	\$163,317.00
20700	Childrens Svcs 50 Fund	See Attached Breakdown	\$368,934.00
20710	Carroll Co Board of DD	See Attached Breakdown	\$320,345.00
20720	CSEA	See Attached Breakdown	\$85,136.00
20724	Cebco Wellness Program	See Attached Breakdown	\$4,107.00
20730	Indigent Guardianship	See Attached Breakdown	\$250.00
20736	Hazmat	See Attached Breakdown	\$10,005.00
20745	Law Library	See Attached Breakdown	\$912.00
20748	Home Loan Fund	See Attached Breakdown	\$37.00
20771	Drug Law Enforcement	See Attached Breakdown	\$475.00
20773	School Resource Officer	See Attached Breakdown	\$36,349.00
20775	911 Emergency System	See Attached Breakdown	\$1,603.00
20777	Wireless 911	See Attached Breakdown	\$47,378.00
20779	Sheriff's Canine & Spec Op	See Attached Breakdown	\$100.00
20799	Juvenile Court Discretionary	See Attached Breakdown	\$804.00
20888	County Transit Grant	See Attached Breakdown	\$65,169.00
20931	PY 23 CDBG GRANT	See Attached Breakdown	\$20,130.00
20934	CHIP (CDBG) PY23 Grant	See Attached Breakdown	\$7,500.00
20946	CHIP (HOME) PY23	See Attached Breakdown	\$39,820.00
20947	PY24 CDBG Leesville	See Attached Breakdown	\$17,000.00
20948	Comm Based Grant FY26	See Attached Breakdown	\$11,508.00
20978	VOCA	See Attached Breakdown	\$35,012.00
20993	SVAA	See Attached Breakdown	\$540.00
20994	Building Demo & Site Revi	See Attached Breakdown	\$65,534.00
21107	Transit Reserve Fund	See Attached Breakdown	\$37,154.00
21204	Water Pollution FY24	See Attached Breakdown	\$115,987.00
21207	Multi System Youth Custody	See Attached Breakdown	(\$200,000.00)
21400	WIA Stimulus	See Attached Breakdown	(\$346,650.00)
21450	Domestic Violence Fund	See Attached Breakdown	\$680.00
25000	Health Fund	See Attached Breakdown	(\$10,278.00)
25030	Food Service Fund	See Attached Breakdown	\$1,157.00
25047	Reproductive Health	See Attached Breakdown	(\$27,221.00)
25050	Swimming Pool	See Attached Breakdown	\$455.00
25059	Public Health Preparedness	See Attached Breakdown	\$12,350.00
25060	Public Health Nursing	See Attached Breakdown	\$9,376.00
25070	Water System	See Attached Breakdown	\$4,363.00
25080	Septic	See Attached Breakdown	\$14,359.00
25090	General Environmental	See Attached Breakdown	\$15,057.00
25162	Coalition for a Drug Free	See Attached Breakdown	(\$23,000.00)
25440	Regional Planning	See Attached Breakdown	\$650.00
25600	Carroll County Parks	See Attached Breakdown	\$900.00
25601	Blue Bird Farm Parks	See Attached Breakdown	\$4,662.00
40041	Issue 2 Infrastructure	See Attached Breakdown	\$463,132.00
50050	Sewer Capital Improvement	See Attached Breakdown	(\$1,500.00)
50101	Sewer System Revenue	See Attached Breakdown	\$24,745.00
50200	BTM General Operations	See Attached Breakdown	\$176,291.00
20964	LPA Federal Local Let Proj	See Attached Breakdown	\$1,391,590.00
25085	Ohio Water Pollution Con	See Attached Breakdown	\$27,000.00
25643	2025 Technology Grant	See Attached Breakdown	\$101,407.00

20945	Brownfield Rem Grant	See Attached Breakdown	\$21,144.00
TOTAL			\$5,224,684.00

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

 9:02 AM

**IN THE MATTER OF
REVERSE YEAR END ADVANCES**

Motion: to authorize the following reverse year end advances:

FROM	TO	AMOUNT
County General (10000)	School Resource Off (20773)	\$38,449.15
County General (10000)	Brownfield Remediation (20945)	GRANT \$21,145.12
County General (10000)	Building Demo & Site Revita (20994)	GRANT \$56,640.00
County General (10000)	VOCA (20978)	GRANT \$36,255.98

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

 9:03 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:					
OHIO AMS, LLC	\$279.00	HUNTINGTON NATIONAL BANK	\$490.00	FRONTIER	\$379.00
HUNTINGTON NATIONAL BANK	\$5,391.64	HUNTINGTON NATIONAL BANK	\$1,057.45	MYERS, JAMES	\$589.89
STAPLES BUSINESS ADVANTAGE	\$89.98	SPECIFIC WASTE INDUSTRIES LLC	\$161.50	BRACES' LLC	\$680.00
STAPLES BUSINESS ADVANTAGE	\$53.91	PROFESSIONAL MEDICAL INC	\$2,802.28	THE OHIO STATE UNIVERSITY	\$100.00
COMDOC, INC	\$330.16	US FOODSERVICE INC	\$5,321.38	TREASURER OF STATE	\$144.00
STAPLES BUSINESS ADVANTAGE	\$89.99	CARL'S COMMERCIAL REPAIR SVC	\$1,039.00	US BANK EQUIPMENT FINANCE	\$510.90
STAPLES BUSINESS ADVANTAGE	\$53.92	HUNTINGTON NATIONAL BANK	\$1,152.45	HUNTINGTON NATIONAL BANK	\$1,492.01
COMDOC, INC	\$330.16	PINNACLE CARE PROVIDERS, LLC	\$158.00	DAMON INDUSTRIES INC	\$117.81
BORDEN OFFICE EQUIPMENT	\$214.89	RUTS CG LLC	\$428.20	AMAZON CAPITAL SERVICES	\$280.01
MODERN AUTO & TRUCK PARTS	\$1,063.73	CSG SOLUTIONS LLC.	\$979.24	ROCKY'S INC.	\$662.48
ROBERTSON'S BUILDING CENTER	\$267.80	AMERICAN ELECTRIC POWER	\$2,667.29	RON RUEGG AUTOMOTIVE INC	\$5,024.03
WEX BANK	\$520.83	HASENSTAB ARCHITECTS INC	\$12,540.67	RUTS CG LLC	\$3,292.00
HUNTINGTON NATIONAL BANK	\$567.54	COLUMBIA GAS OF OHIO	\$2,741.60	THOMSON WEST	\$394.12
AMERICAN ELECTRIC POWER	\$11,924.92	CARROLL ELECTRIC COOPERATIVE	\$258.40	VERIZON WIRELESS	\$1,053.36
AMERICAN ELECTRIC POWER	\$736.09	COLUMBIA GAS OF OHIO	\$308.63	CHARTER COMMUNICATIONS	\$263.82
CCAO	\$8,089.00	COLUMBIA GAS OF OHIO	\$115.77	COLUMBIA GAS OF OHIO	\$369.13
CARROLL CO CHAMBER OF COMM	\$170.00	COLUMBIA GAS OF OHIO	\$4,718.49	MODERN AUTO & TRUCK PARTS LLC	\$126.65
GLO FIBER	\$854.00	COLUMBIA GAS OF OHIO	\$179.81	O'REILLY AUTO PARTS	\$595.24
CARROLL ELECTRIC COOPERATIVE	\$2,058.90	OAK MEADOWS VETERINARY SVC	\$466.80	RON RUEGG AUTOMOTIVE INC	\$331.78
COLUMBIA GAS OF OHIO	\$1,159.42	KIMBLE RECYCLING & DISPOSAL	\$107.79	R&C LAWNCARE	\$500.00
OHIO UTILITIES PROTECTION SERV	\$317.74	CABOL INC. DBA HUEBNER CHEV.	\$541.06	KK ALLIANCE CORP	\$200.50
REAM & HAAGER LABS INC	\$427.00	AMERICAN ELECTRIC POWER	\$133.72	MODERN AUTO & TRUCK PARTS LLC	\$109.32
QUADIENT LEASING USA, INC	\$560.97	RUTS CG LLC	\$2,800.00	NICHOLS TO DIMES INC	\$5,470.44
TREASURER, STATE OF OHIO	\$1,050.00	HUNTINGTON NATIONAL BANK	\$309.62	SERVERSIM	\$200.00
HUNTINGTON NATIONAL BANK	\$764.17	STAPLES BUSINESS ADVANTAGE	\$896.70	VERIZON WIRELESS	\$767.79
BORDEN OFFICE EQUIPMENT	\$329.71	AT&T MOBILITY LLC	\$336.90	AMERICAN ELECTRIC POWER	\$1,368.98
HUGGINS, TINA	\$512.00	SUPERFLEET MASTERCARD	\$256.55	T-MOBILE USA, INC	\$100.80
CINTAS CORPORATION	\$165.56	HUSTED, MELANIE	\$102.00	ALONOVUS CORP	\$300.00
ALONOVUS CORP	\$170.00	XEROX FINANCIAL SERVICES LLC	\$269.66		

JFS:					
AMAZON CAPITAL SERVICES	\$152.96	GROVE REFRIGERATION INC	\$1,527.00	AT&T	\$422.03
AMAZON CAPITAL SERVICES	\$109.99	COLUMBIA GAS OF OHIO	\$388.00	POSTMASTER	\$1,080.00
MORROW, MACKENZIE	\$300.00	AMERICAN ELECTRIC POWER	\$272.00	AMAZON CAPITAL SERVICES	\$585.39
TRAX YOUTH SERVICES, L.P.	\$735.00	OJFSDA	\$500.00	VISUAL EDGE IT, INC.	\$194.08
GABRIEL'S BROTHERS INC	\$915.53	AMAZON CAPITAL SERVICES	\$1,043.57	TREASURER, STATE OF OHIO-ODJFS	\$270.00
AMAZON CAPITAL SERVICES	\$437.15	KIMBLE RECYCLING & DISPOSAL	\$107.49	SPEAKWRITE LLC	\$147.46
KENSINGTON GREENE	\$839.00	COOK III, GENE A.	\$1,000.00	SERVERSIM	\$190.00
NICHOLS TO DIMES INC	\$3,019.65	COLUMBIA GAS OF OHIO	\$250.55	R&C LAWNCARE	\$950.00
HERITAGE COOPERATIVE, INC	\$346.90	COLUMBIA GAS OF OHIO	\$339.91	LONG'S LOCKUP	\$225.00
EVERGREEN CITRUS LLC	\$830.00	CINCINNATI BELL TECHNOLOGY SOL.	\$1,055.29	KRONOS	\$149.43

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

 9:03 AM

**IN THE MATTER OF
MONTHLY REPORT – DECEMBER 2025
SHERIFF’S OFFICE**

 9:03 AM

Commissioner Modranski advised that Sheriff Calvin Graham filed his report for the month of December 2025 showing 1,334 meals served and 148 washes complete. A copy of the report is on file in the Commissioners’ office.

**IN THE MATTER OF
MONTHLY REPORT – DECEMBER 2025
RECORDER’S OFFICE**

 9:03 AM

Commissioner Modranski advised that Recorder Patricia Oyer filed her report through December 2025 indicating 6,648 documents recorded to date for 2025. A copy is on file in the Commissioners’ office.

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

 9:04 AM

Commissioner Modranski advised that Auditor Staci Brady filed her report of conveyances and fees for December 2025. A copy is on file in the Commissioners’ office.

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

 9:04 AM

Commissioner Modranski advised the office of the Prosecuting Attorney filed his report for December 2025 for the Carroll County Child Support Enforcement Agency. There was a total of 997 open, active cases. A copy is on file in the Commissioners’ office.

**CARROLL COUNTY COUNCIL ON AGING, INC
IN KIND MATCH, III-B PROGRAM**

 9:04 AM

Commissioner Wirkner advised that the in-kind match allowance can be used as a match for grants.

Motion: to approve a letter for the In-Kind Match, III-B Program, per the request of Tonya Myers, Director of the Carroll County Council on Aging; the letter states that if the Board charged rent for the Senior Citizen Friendship Center the rate would be at least \$15,000.00 for the period of January 1, 2026 through December 31, 2026, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:04 AM

**IN THE MATTER OF
2026 CARROLL COUNTY HOLIDAY SCHEDULE**

Motion: to approve the 2026 Carroll County Holiday Schedule, which is as follows:

2026 Carroll County Holiday Schedule

<u>Holiday</u>	<u>Actual Holiday</u>	<u>County Holiday</u>
New Year's Day (2026)	Thursday, January 1	Thursday, January 1
Martin Luther King Day	Monday, January 19	Monday, January 19
President's Day	Monday, February 16	Monday, February 16
Memorial Day	Monday, May 25	Monday, May 25
Juneteenth	Friday, June 19	Friday, June 19
Independence Day	Saturday, July 4	Friday, July 3
Labor Day	Monday, September 7	Monday, September 7
Columbus Day	Monday, October 12	Monday, October 12
Veteran's Day	Wednesday, November 11	Wednesday, November 11
Thanksgiving Day	Thursday, November 26	Thursday, November 26
Day after Thanksgiving	Friday, November 27	Friday, November 27
Christmas Day	Friday, December 25	Friday, December 25

**Office closings are at the discretion of the department head or elected official. However, if it is not a paid holiday as listed above, employees will need to use vacation time or compensatory time to take additional days or time off.*

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

 9:05 AM

**IN THE MATTER OF
BUILDING DEMOLITION & SITE REVITALIZATION PROGRAM
ACCEPTANCE OF OHIO REGIONAL DEVELOPMENT CORPORATION – AMENDMENT**

 9:06 AM

Commissioner Modranski advised that this document is an amendment to the Consulting Services Agreement with Ohio Regional Development Corporation (ORDC) for the Building Demolition grant. The purpose of the amendment is to add language to satisfy the state requirements of paying the consultants an hourly rate rather than a percentage of the grant award. ORDC will not be charging any additional fees; the amount will remain the same.

Motion: to accept the Amendment to the Consulting Services Agreement for Demolition Implementation Services for the Building Demolition and Site Revitalization Program presented by the Ohio Regional Development Corporation of Coshocton, Ohio, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:07 AM

**IN THE MATTER OF
PROSECUTOR OPINION
TUBERCULOSIS CONTRACT - CCGHD**

Motion: to send the Tuberculosis Contract with the Carroll County General Health District to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.

Motion carried on unanimous vote.

 9:07 AM

**IN THE MATTER OF
CGAR
MONTHLY REPORT - DECEMBER**

 9:08 AM

Dawn Faulk, Carroll County Golden Age Retreat (CGAR) Superintendent appeared before the Board to provide the December 2025 monthly update. Ms. Faulk thanked multiple donors for the November and December birthday cakes and donuts, and donations for facility project. The Carroll Electric People to People grant made it possible to upgrade some lights and flooring in the building. Ms. Faulk extended her thanks to the many churches and groups that visited the residents during the holiday season. Security updates were reviewed and the Board was advised that the transition to Spectrum internet is complete. This will provide increased speed and reliability. Ms. Faulk advised that she is hiring a full-time housekeeper and a part-time activities assistant. Ms. Faulk advised that the month of December ended with 12 males and 24 females for a total of 36 residents with four new admissions. Commissioner Leggett asked if the new phones are working well. Ms. Faulk advised yes. Commissioner Leggett asked if CGAR’s beds are electric and Ms. Faulk advised they are all electric.

**IN THE MATTER OF
DOG WARDEN
MONTHLY REPORT - DECEMBER**

 9:11 AM

Merle Long, Dog Warden appeared before the Board to provide the December 2025 monthly report. Warden Long advised there were ten dogs in, five dogs adopted to new families, six dogs reclaimed by their owners, one dog euthanized due to illness, no citations were issued for no license, and no citations were issued for dogs at-large. Warden Long advised that he spent \$781.35 on vet bills and special food for the sick dog. The dog did not show improvement, and the decision was made to euthanize the dog.

**IN THE MATTER OF
TRANSIT
MONTHLY REPORT - DECEMBER**

 9:12 AM

Sonja Trbovich, Carroll County Transit Director appeared before the Board to provide the December monthly update. Ms. Trbovich advised that for the month of December, there were 33,203 service miles driven; 1,699 passenger trips; and 55 declined rides. Ms. Trbovich advised that there was a 4.04% increase in total passenger trips compared to November 2025. Ms. Trbovich advised that the declined rate was high due to clients calling for rides on Christmas Eve when Transit closed at noon, and then Christmas Day when Transit was closed. The rides have to be listed as declined even though it was a holiday.

**IN THE MATTER OF
TRANSIT
RETIREMENT – ROBYN SUTTON**

 9:13 AM

Sonja Trbovich, Carroll County Transit Director appeared before the Board to advise that one of her drivers, Robyn Sutton has turned in her notice that she is retiring effective April 1, 2026. Commissioner Modranski read the letter.

Motion: to accept the retirement notice for Robyn Sutton, Transit Driver effective April 1, 2026, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II. Motion carried on unanimous vote.

 9:13 AM

**IN THE MATTER OF
TRANSIT
HIRING**

 9:14 AM

Sonja Trbovich, Carroll County Transit Director appeared before the Board to advise that she would like to advertise for two part-time drivers, and a part-time dispatcher for the 1:00 PM – 6:00 PM shift. Ms. Trbovich advised that she has contacted Job and Family Services to see if they have anyone available in their employment program, but she will have to wait for a match.

Motion: to authorize Sonja Trbovich, Carroll County Transit Director to advertise for two part time drivers and a part time dispatcher, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.

Motion carried on unanimous vote.

 9:18 AM

**IN THE MATTER OF
TRANSIT
ODOT TECHNICAL ASSISTANCE REVIEW**

 9:15 AM

Sonja Trbovich, Carroll County Transit Director appeared before the Board to advise that the Ohio Department of Transportation (ODOT) will be conducting their Technical Assistance Review (TAR) in March. Ms. Trbovich advised that she needs someone from the governing authority to attend the in-person portion. The Commissioner would need someone there at the beginning of the meeting, they don't need to stay the full four hours. The virtual meeting will be held on March 12, 2026. During this meeting, Ms. Trbovich will submit policies and financials. The on-site review is scheduled for March 19, 2026 from 8:00 AM – 12:00 PM. ODOT will tour the facility, talk to staff, and review personnel files for training records. ODOT will send report to the governing board and to Ms. Trbovich. If there are findings, Ms. Trbovich will have X number of days to correct the issue. Ms. Trbovich advised that because the Board is the subrecipient, ODOT wants to make sure the governing board is involved in the review.

**IN THE MATTER OF
TRANSIT
ADVERTISING**

 9:18 AM

Commissioner Modranski asked for an update on advertising on Transit vehicles. Sonja Trbovich, Carroll County Transit Director advised that the company came down and took pictures. Things are in progress.

**IN THE MATTER OF
TREASURER
QUARTERLY INVESTMENT REPORT**

 9:19 AM

Jeff Yeager, Treasurer, appeared before the Board to present the 2025 fourth quarter report for the Carroll County Investment Advisory Board. Commissioner Modranski advised the interest numbers look good. Mr. Yeager said the interest rates are trending down. Mr. Yeager advised that the interest is down approximately \$15,000.00 over the previous year. Mr. Yeager presented the report as follows:

Carroll County Quarterly Investment Report - Month Ending: December 31, 2025

Funds on Deposit:	Account Type	Institution	Rate	Due	Amount
BTM General Fund	Bus. Savings	PNC Bank	3.39%	Daily	\$797,116.03
DD Improvement Fund	Bus. Savings	PNC Bank	3.39%	Daily	\$414,967.37
Bureau of Support Admin. Fund	Bus. Savings	PNC Bank	3.39%	Daily	\$962,292.87
Permanent Improvement Fund	Bus. Savings	PNC Bank	3.39%	Daily	\$522,947.28
Home Loan Fund	Bus. Savings	PNC Bank	3.39%	Daily	\$13,581.43
BTM	Certificate of Deposit	Consumer's Bank	3.59%	6/4/2026	\$500,000.00
General Fund	Certificate of Deposit	Consumer's Bank	3.50%	10/22/2026	\$5,000,000.00
General Fund	Certificate of Deposit	Huntington Bank	3.80%	4/30/2026	\$4,000,000.00
General Fund	Certificate of Deposit	Huntington Bank	3.55%	5/27/2026	\$6,000,000.00
General Fund	Certificate of Deposit	Consumer's Bank	3.73%	3/7/26	\$1,000,000.00
General Fund	Certificate of Deposit	Consumer's Bank	3.58%	10/18/2026	\$2,000,000.00
General Fund	Certificate of Deposit	Consumer's Bank	3.34%	12/22/2026	\$1,000,000.00
General Fund	Money Mkt Checking	Consumer's Bank	3.78%	Daily	\$5,500,000.00
General Fund	Money Max Checking	PNC	3.40%	Daily	\$10,000,000.00
General Fund	Money Market Public	Huntington Bank	2.56%	Daily	\$1,000,000.00
Total Funds on Deposit:					\$38,710,904.98
Interest Earned Per Fund		4th Quarter		Year-to-date	
General Fund		\$643,285.61		\$1,543,749.44	
Bureau of Support Admin. Fund		\$8,527.17		\$54,766.80	

BTM General Fund	\$42,273.11	\$65,140.55
Home Loan Fund	<u>\$120.23</u>	<u>\$340.43</u>
Total Interest Earned	<u>\$694,206.12</u>	<u>\$1,663,997.22</u>

**IN THE MATTER OF
CLERK’S REPORT**

 9:20 AM

April D. Mayle, Assistant Clerk, I appeared before the Board to advise that for 2025, the county sold 75 items on GovDeals. The total amount of money made on the items was \$97,125.01. Ms. Mayle advised that the bulk of the items were from the Engineer’s office clearing out old equipment

**IN THE MATTER OF
CLERK’S REPORT**

 9:21 AM

April D. Mayle, Assistant Clerk I, appeared before the Board to remind viewers to check out OhioMeansJobs Carroll County Facebook page for job listings in and around Carroll County. Ms. Mayle advised that their page is a great resource for job seekers.

**IN THE MATTER OF
BUILDING & GROUNDS
COURTHOUSE 3rd FLOOR WINDOWS**

 9:21 AM

Commissioner Leggett advised that Bonfert Glass has notified him that the windows for the third floor are in. He is waiting on an installation date.

**IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
OCCUPANCY PERMIT**

 9:22 AM

Commissioner Leggett advised that he is hoping for the partial occupancy permit in the third week of January. Once the permit is issued, an open house can be held, and departments can start moving in. Commissioner Leggett advised that the Board of Elections is waiting on internet. The IT consultant was hoping the internet provider would be there today. The second phase, which includes the Ohio State University Extension (OSU-E) and one spare office, is underway. Heaters are being installed, the walls are prepped, and the ceilings done. The flooring will be done after the heaters. Commissioner Leggett advised that there is some contingency money left from phase one, and he is planning to get some quotes on windows.

**IN THE MATTER OF
ADJOURN**

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

Motion carried on unanimous vote.

 9:23 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/ Christopher R. Modranski
Christopher R. Modranski, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY

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

/s/ Robert E. Wirkner
Robert E. Wirkner, Vice President

/s/ Donald E. Leggett II
Donlad E. Leggett II, Commissioner