

**Present:** President Donald E. Leggett II and Vice President Christopher R. Modranski. **Absent:** 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: Absent; Commissioner Modranski: Present; 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 Monday, December 22, 2025, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **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: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **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:** Enos Miller, \$17,975.00.

**DJFS:** None.

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

 9:02 AM

**IN THE MATTER OF  
REPORT OF COUNTY DOG WARDEN**

 9:02 AM

Merle Long, Dog Warden, filed his report for the week of December 21, 2025, to December 27, 2025 showing 2 dogs impounded, 1 adopted out, 0 redeemed, 0 euthanized, 0 citation(s) for no license, 0 citation(s) for running at large, and 0 citations for rabies quarantine violation.

**IN THE MATTER OF  
LIQUOR PERMIT**

Commissioner Leggett advised that a liquor license is being transferred from the Atwood Dock Grill to Highlander Hospitality Group Incorporated.

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**Motion:** to waive a hearing for a liquor permit for Highlander Hospitality Group Incorporated DBA Sail N Power Grill located at 1601 Magnolia Road SW, Unit B, Monroe Township, Dellroy, Ohio 44620, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** President Donald E. Leggett II. Motion carried on unanimous vote.

 9:03 AM

**IN THE MATTER OF  
PY25 CHIP**

**Motion:** to send a letter to the Ohio Department of Development Office of Community Enhancements advising that the county understands the requirements for the Program Year 2025 Community Housing Impact and Preservation Program, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** President Donald E. Leggett II.

Motion carried on unanimous vote.

 9:04 AM

**IN THE MATTER OF  
APPOINTMENTS  
CYBERSECURITY COMMITTEE**

**Motion:** to appoint the following people to the Carroll County Cybersecurity Committee retroactive to December 1, 2025 through December 31, 2026:

1. Commissioner Robert E. Wirkner
2. Auditor Staci Brady; alternate TBD
3. Kelly Morris, Health Commissioner; Amy Campbell, alternate
4. Jason Rutledge, IT Consultant; Chase Knode, alternate
5. Melissa Schaar, Clerk

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

Motion carried on unanimous vote.

 9:05 AM

**IN THE MATTER OF  
RESOLUTION NO. 2025-35  
CARROLL COUNTY CYBERSECURITY PROGRAM**

**Motion:** to approve Resolution No. 2025-35 to approve and adopt the Carroll County Cybersecurity Program, **Action:** Upon the call of the roll, vote was recorded as follows: YEA: President Donald E. Leggett II and Vice President Christopher R. Modranski; NEY: None; ABSENT: Commissioner Robert E. Wirkner; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** President Donald E. Leggett II.

Motion carried on unanimous vote.

 9:05 AM

**RESOLUTION NO. 2025-35**  
**APPROVAL AND ADOPTION OF THE CARROLL COUNTY CYBERSECURITY PROGRAM**

**WHEREAS**, Ohio Rev. Code § 9.64, enacted through House Bill 96, requires political subdivisions to set and adopt standards safeguarding against cybersecurity threats and ransomware attacks; the requirements of Ohio Rev. Code § 9.64 are effective September 30, 2025; and

**WHEREAS**, to that end, the Carroll County Cybersecurity Committee has prepared and presented a Cybersecurity Program tailored to the needs of Carroll County that is compliant with generally accepted best practices in the industry; and

**WHEREAS**, the purpose of the program is to safeguard the county's data, information technology and information technology resources to ensure availability, confidentiality and integrity; and

**WHEREAS**, the County is committed to maintaining generally accepted best practices for cybersecurity.

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

1. The Board hereby adopts the Carroll County Cybersecurity Program presented by the Carroll County Cybersecurity Committee; and
2. The Carroll County Cybersecurity Program is effective immediately; and
3. Records, documents, or reports related to the Cybersecurity Program and framework, and reports of a cybersecurity incident or ransomware incident are not public records under Ohio Rev. Code § 9.64; and
4. Furthermore, the statute defines a record identifying cybersecurity-related software, hardware, goods, and services, that are being considered for procurement, have been procured, or are being used by a political subdivision, including the vendor name, product name, project name, or project description, as a security record under O.R.C. 149.433. Security records are not subject to disclosure.

**BE IT RESOLVED FURTHER** that the Board of Commissioners of Carroll County, Ohio 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. Leggett seconded the motion.

Upon call of the roll the vote was recorded as follows:

Mr. Leggett, yes; Mr. Modranski, yes; Mr. Wirkner, absent.

Motion carried on unanimous vote. Resolution adopted this 29<sup>th</sup> day of November, 2025.

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

**ATTEST:**

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

/s/April D. Mayle  
April D. Mayle, Assistant Clerk I

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

ABSENT  
Robert E. Wirkner, Commissioner

**IN THE MATTER OF  
CLERK’S REPORT**

 9:06 AM

Eva Johnson, Assistant Clerk II appeared before the Board to remind viewers that the Courthouse will be closing at noon on Wednesday, December 31, 2025. The Courthouse and all non-emergency offices will be closed on Thursday, January 1, 2026, in observance of New Years Day. Ms. Johnson advised that all courthouse offices will be closed on Friday, January 2, 2026. A list of hours for all courthouse offices and outlying county offices can be found on the Commissioners’ Facebook page.

**IN THE MATTER OF  
COMMISSIONERS’ OFFICE  
REORGANIZING FOR 2026**

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

 9:06 AM

**IN THE MATTER OF  
COMMISSIONERS’ OFFICE  
REORGANIZING FOR 2026**

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

 9:07 AM

**IN THE MATTER OF  
COMMISSIONERS’ OFFICE  
2026 MEETING DATES**

**Motion:** to approve the Carroll County Board of Commissioners’ 2026 meeting dates for Mondays and Thursdays at 9:00 a.m. unless otherwise noted, **Action:** Vote was recorded as follows: YEA: Commissioner Donald E. Leggett II and President Christopher R. Modranski; NEY: None; ABSENT: Vice President Robert E. Wirkner; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** President Christopher R. Modranski.

Motion carried on unanimous vote.

 9:07 AM

**IN THE MATTER OF  
ADJOURN**

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

Motion carried on unanimous vote.

 9:08 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/ Christopher R. Modranski  
Christopher R. Modranski, President

**BOARD OF COMMISSIONERS OF CARROLL COUNTY**

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

Absent  
Robert E. Wirkner, Vice President

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