

[9:02:06 AM](#)

Present: President Jeffrey L Ohler and Vice President Robert E Wirkner. Absent: Commissioner Thomas R White.

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

[9:02:13 AM](#)

Commissioner Ohler asked that everyone stand and recite the Pledge of Allegiance.

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**

[9:02:27 AM](#)

Valerie S. Mossor, 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**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve the summary of the minutes from the meeting of Thursday, May 21, 2015 and electronic recording of the proceedings.

[9:02:48 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

[9:02:54 AM](#)

Commissioner Ohler questioned if everyone on the Board would be in attendance today. Commissioner White is absent.

**IN THE MATTER OF  
EXPENSES**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve the following expenses:

1. Brian Wise, County Engineer and Rodney Wise, Deputy Surveyor, to attend 2015 Land Records Modernization Conference in Columbus, Ohio on June 16, 2015 with expenses not to exceed \$298.00;
2. Diane Duncan, Caseworker, DJFS, to attend home visit in Stow, Ohio retroactive to May 27, 2015 with no expenses;
3. Diane Duncan, Caseworker, DJFS, to attend home visit in Stow, Ohio on May 28, 2015 with no expenses;
4. Diane Duncan, Caseworker, DJFS, to attend Counseling Session in Dunbar, West Virginia, on June 7, 2015 with no expenses.

[9:03:02 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
APPROPRIATION AMENDMENT(S)**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to authorize the following appropriation amendment(s):

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
CCES Gen. Operating	Equipment	0450-P000-P03.040	Other Exp.	0450-P000-P17.000	\$2,500.00
General Fund	Relief Allowances	0255-A009-C06.000	Grave Markers	0256-A009-D05.000	\$342.16

[9:03:26 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
RUMA AGREEMENT – HARDMAN WELL CONNECT  
CARDINAL GAS SERVICES**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve an agreement by and between the Board of Commissioners and Cardinal Gas Services, LLC to commence use 3.90 miles of CR 19 (Autumn Road) and 0.50 miles of TR 117 (Delta Road), for the purpose of ingress to and egress from the Hardman Well Connect, for traffic necessary for the purpose of construction, and completion operations of the Hardman Well Connect in Orange Township.

[9:04:19 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)  
CARDINAL GAS SERVICES**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:

1. Cardinal Gas Services to construct a driveway in Orange Township, Delta Road SW (TR 117) for the Hardman Well Connect.

[9:04:46 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
SPECIAL HAULING PERMIT  
COGAR RIGHT OF WAY CLEARING, LLC**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve a special hauling permit to Cogar Right of Way Clearing, LLC for hauling over Blossom Road (CR 33) in Fox Township; a \$25,000.00 bond has been provided as required by Brian J. Wise, County Engineer.

[9:05:15 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

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

[9:05:20 AM](#)

Kenny Ohler, Dog Warden, filed his report for the week of May 18 through May 22, 2015 showing 10 dogs impounded, 6 adopted out, 0 redeemed, 0 euthanized, 1 citation(s) for no license, and 0 citation(s) for running at large.

**IN THE MATTER OF  
DIGITAL WORKS**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to terminate the Memorandum of Understanding with Digital Works dated August 22, 2013 as the company has not fulfilled its obligations under the agreement. Digital Works will vacate the premises located at 11 E. Main Street on or before the end of the MOU term, being September 3, 2015.

[9:06:08 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
LANDFILL – DEED NOTICE**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve the Deed Notice required by the Ohio EPA regarding the Landfill.

[9:06:51 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
PROSECUTOR OPINION  
PERSONNEL POLICY**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to send the Carroll County Commissioners' Personnel Policy Manual to the Prosecutor for review.

[9:07:09 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
PROSECUTOR OPINION  
OIL & GAS LEASE**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to send an Oil and Gas Lease between the Board and Chesapeake Exploration, LLC for oil and gas mineral rights for 1.7481 acres in Perry Township, Sections 11 and 13, No Tax Parcel Number Available, to the Prosecutor for his approval for form and function.

[9:08:01 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
REPAIRS/MAINTENANCE  
CHILD SUPPORT ENFORCEMENT AGENCY**

[9:08:09 AM](#)

Commissioner Ohler advised that the Board received three quotes for the aluminum door for the Child Support Enforcement Agency:

- |                           |            |
|---------------------------|------------|
| 1. Atwood Glass Inc.      | \$2,202.00 |
| 2. Stark Glass Enterprise | \$2,350.00 |
| 3. Walt's Glass Works Inc | \$2,975.00 |

\*\*\*\*\*

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to accept the quote of Atwood Glass Inc for Child Support's door at a cost of \$2,202.00.

[9:08:52 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
PAYMENT OF BILLS**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve bills submitted for payment and to authorize the county Auditor to issue her warrant on the county Treasury for payment of same.

[9:12:20 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
PAYMENT OF BILLS WITHOUT PRIOR CERTIFICATION:  
REVISED CODE 5705.41**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve payment of the following for materials or services purchased without a proper purchase order and certification and the Auditor is authorized to issue her warrant for payment of same:

**COUNTY:** Lindsay Precast Inc, \$420.00; Copyright, \$2,324.88; EMT, \$1,367.00; Hruska, \$544.38; Henschen & Associates, \$100.00; Graphic Enterprises, \$100.00; CORSA, \$2,500.00.

**DJFS:** Kensington Greene, \$1,195.00; Ohio Guidestone, \$1,375.69.

[9:12:27 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
2016 BUDGET  
OSU EXENTENSION OFFICE**

[9:12:32 AM](#)

Sandy Smith, OSU Extension County Director, appeared before the Board to discuss the 2016 budget. Ms. Smith advised she would like to thank the Board for funding the FCS Educator who starts June 1, 2015. Ms. Smith advised at this time she is unaware of how much funding the FCS Educator is going to need for programs. Ms. Smith has increased the budget by \$4,000.00. Ms. Smith advised they still have the debt repayment and because the FSC Educator is not starting until June 1, 2015, the office did not have to start paying that salary ahead of time. So there will be leftover money to go towards the debt repayment at the end of the year. The only thing not funded last year was the office associate benefits; it is the County's responsibility to pay their half of the associates' benefits and OSU pays for the educator benefits. Ms. Smith advised they may need additional office space. There is another office space in the building OSU currently rents and they are to get back with her on how much it would be to rent that space. Commissioner Ohler advised the Board doesn't see any issues for the income in 2016, but they will have a better idea in November /December and they will look over the budget request and take it into advisement. Ms. Smith advised doing the budget this early has caught them off guard. They aren't used to doing it until October/November. Commissioner Wirkner advised with the additional person and space needed that it is possible to use the building where Digital Works is located. Commissioner Ohler asked if the building had to be handicapped accessible. Ms. Smith advised yes. Commissioner Ohler advised they could use the back office for meetings. Commissioner Ohler advised they will take a look at the lease and see when it expires and go from there. Commissioner Ohler suggested that Commissioner Wirkner, EMA and the OSU office should do a walkthrough of the Digital Works building.

**IN THE MATTER OF  
PHONE SYSTEM - BCS**

[9:25:10 AM](#)

Commissioner Wirkner advised that BCS has given the Board a quote for the phone system. The Judge will need a dedicated internet pipeline with border control functions as the security of those video arraignments has to be assured. Commissioner Wirkner asked Janice Leggett, Clerk Supervisor, to contact BCS and set up a time to come and talk to the Board.

**IN THE MATTER OF  
GRANT - PROBATE/JUVENILE**

[9:26:57 AM](#)

Rachel Rinkes, Court Administrator, appeared before the Board to discuss the Annual Fiscal Grant from Youth Services beginning June 1, 2015 and ending June 30, 2017. The grant is due June 1 and it needs the Board President's signature.

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A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to authorize the Board President to sign the Juvenile Court Grant Funding Application.

[9:28:02 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
GRANT - ECONOMIC DEVELOPMENT**

[9:30:02 AM](#)

Tait Carter, Assistant Director, Economic Development, appeared before the Board to discuss applying for a grant for an assisted living facility to help the developer pay for the engineering of the water and sewer study. Ms. Carter advised one of the requirements for the grant is a support letter from the Commissioners. Commissioner Wirkner advised this will not be in competition with the Carroll County Golden Age Retreat (CGAR). The CGAR fills a gap in those that can't afford a traditional service that would be provided in the new facility. This is not replacing our county home; it is offering different services.

\*\*\*\*\*

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to authorize signing a letter of support for a grant for an assisted living facility.

[9:33:09 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** Commissioner Thomas R White. **ABSTAIN:** None.

**IN THE MATTER OF  
THOMAS R WHITE**

[9:42:08 AM](#)

Commissioner White has entered the meeting.

**IN THE MATTER OF  
CDBG FY 15  
PROJECT FUNDING**

Christopher Modranski, Assistant Clerk I, Commissioners' Office, appeared before the Board to present the CDBG FY15 grant applications. The Board and Mr. Modranski discussed the applications for the CDBG FY15 projects:

<u>Local Government</u>	<u>Project</u>	<u>Request</u>	<u>Leveraged Amount</u>	<u>Households Benefited</u>
Loudon Township	Resurfacing - Snug Harbor Rd	\$34,500.00	None	2
Carroll Cty. Park District	Handicapped accessible pathways and parking pad at Bluebird Park	\$17,955.75	\$1,995.00	Unknown
Village of Minerva	Resurfacing - Random Rd	\$10,000.00	\$7,500.00	4
Village of Malvern	Resurfacing - East Porter St	\$31,760.33	\$20,000.00	29

The total grant is \$77,000.00. Administrative and Fair Housing costs are \$15,400.00, leaving \$61,600.00. Mr. Modranski's recommendation is to use some of the Administration funds to complete an Analysis of Impediments study, provide \$18,000.00 to the Park District and \$43,600.00 to the Village of Malvern.

\*\*\*\*\*

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to approve the allocation for CDBG FY15 for the following projects: (1) Carroll County Park District at \$18,000.00, and (2) Village of Malvern at \$43,600.00, both pending Ohio Department of Development (ODOD) approval.

[9:44:15 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** None. **ABSTAIN:** Commissioner Thomas R White.

**IN THE MATTER OF  
CDBG FY 15**

**NOTICE OF SECOND PUBLIC HEARING**

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to hold a second public hearing on Thursday, June 18, 2015 at 9:30 A.M. or immediately following the Commissioners' regular meeting which begins at 9:00 A.M. in the Commissioners' meeting room.

[9:44:36 AM](#)

The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None **ABSENT:** None. **ABSTAIN:** Commissioner Thomas R White.

**IN THE MATTER OF  
REPAIRS/MAINTENANCE  
COMMISSIONERS' OFFICE REMODEL**

[9:44:49 AM](#)

Commissioner Ohler asked Mr. Modranski to update the Board on the renovation of the Commissioners' Office. Mr. Modranski advised he had two more contractors come in to measure. As far as the windows, Ed Eick, Maintenance Supervisor, has received one quote to replace the windows in the Commissioners' office at \$10,000.00 or to replace the bank of windows in both the Commissioners' office and the floor above is \$21,000.00. Commissioner Ohler advised once we received all of the quotes, the Board will have to make a decision. Mr. Modranski advised Mr. Eick is having problems finding anyone else to replace windows this big.

**IN THE MATTER OF  
NORTHERN CORRIDOR PROJECT**

[9:47:20 AM](#)

Commissioner Ohler advised Glenn Enslin, Economic Development Director, is working on the funding of the Northern Corridor Project. He spoke with USDA, CDBG and the Governor's Office of Appalachia. He also sent out a letter to EDA requesting a waiver. The cost from USDA debt coverage you can borrow up to 40 years \$3 million which would be \$125,000.00 a year for that debt coverage. Mr. Enslin is going to continue to work on this project.

**IN THE MATTER OF  
2016 BUDGET**

**EMA**

[9:51:17 AM](#)

Commissioner White asked about the EMA budget. Commissioner Wirkner advised there are a couple items that need to be discussed and Mr. Cottis is coming in today at 10:00 a.m. Commissioner Wirkner advised he did have a visit from the Auditor and they are worried about the negative numbers while waiting for the funds to come back in. The State is very sensitive about how the EMP Grants are administered. Commissioner Wirkner advised the Auditor's main concern is that the grant has a match portion to the EMPG. As EMA incurs expenses the match portion is diminished by that amount, so the County has generally never had to put cash toward the grant portion. Their concern is that in the event funding would ever be cut from what is anticipated, that we would end up having to take care of those negative numbers. Commissioner Wirkner advised it may be such a thing that we use a different accounting method that the Auditor's office is more comfortable with. Commissioner Ohler advised the Auditor's office also has concerns they have been billing EMA for 3 to 4 years for his car insurance and it has never been paid. Commissioner Wirkner advised the EMPG account was aggravated by the fact that the budget at the federal level for this year was delayed. One of the places that was very last to receive money is programs like Emergency Management. The money is coming, but Mr. Cottis has had expenses. So that account is in negative numbers until that money shows up.

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[9:56:40 AM](#)

Tom Cottis, EMA Director, appeared before the Board to discuss the 2016 budget. Commissioner Ohler asked if Mr. Cottis had submitted his budget to the Auditor's office. Mr. Cottis advised no, he has some questions as there are some uncertainties out there. Mr. Cottis said it's hard to do a budget when you don't know what's going on with things like rent if his office moves into the Digital Works building. Mr. Cottis advised that is going to make a difference for two years. Commissioner Wirkner advised that EMPG is we spend money and they reimburse us. But there is a down time from when we put the request in and when we see the money, and that is why there are negative numbers in the accounts. Mr. Cottis advised in T049 it is showing a negative \$74,000.00, but he has two

requests in to the State and when they come back in there will be a positive of \$6,000.00. Mr. Cottis advised they are going to begin processing July 1, 2015, so within 30-45 days those two reimbursements will come back and make T049 positive. Commissioner Wirkner suggested he would like to sit down with the Auditor, Mr. Cottis, Stacy Taylor and himself, so everyone can be comfortable with how this reimbursement process with EMPG works. Mr. Cottis advised he has a plan where over the next two years he can get T049 so that it never goes to a negative. Commissioner Wirkner asked how he was going to achieve that. Mr. Cottis advised it was set up to pay the expenses out of the County General fund and then when the reimbursement comes back, it goes into T049 and then T049 gives a reimbursement to the County General fund. Commissioner Wirkner asked if Mr. Cottis sees the amount of reimbursements coming back to T049, the account being \$6,000.000 to the good. Mr. Cottis advised yes, \$6,000.00 plus. Commissioner Wirkner asked if that includes the bills accumulating now to operate the office. Mr. Cottis advised those will come back in the 2016 budget. Commissioner Ohler asked about the money the Board appropriated for EMA to buy a truck. Mr. Cottis advised it won't be in that account until next year. If we wait until 2016 there will be money in T049 that will pay for the truck without going into the red. Commissioner Ohler advised he does not want the truck to be a recurring expense. The equipment line for 2016 should not include monies for a truck again. Mr. Cottis advised the repeater hasn't been bought yet because they are still in the running for two months of radio grants. If EMA gets one of those, there isn't going to be a need for the repeater. Commissioner Wirkner advised the other thing is the air quality monitoring which has not been expended. Commissioner Ohler confirmed the Board appropriated \$30,000.00 for a truck, \$20,000.00 for a repeater, and Commissioner Wirkner advised the remaining \$13,000.00 was for the repeater. Mr. Cottis explained EMA is waiting for a grant on the air quality monitoring. Commissioner Ohler asked if there was any major equipment needed for 2016. Mr. Cottis advised that if and when they move into a new building they will need some furniture. Also, there would be an All Hazards Mitigation Plan, which will have to go out for contract for approximately \$25,000.00. Mr. Cottis advised they do not have time to do it in house. Commissioner Ohler asked what the 2014 expenditure was in the amount of \$12,500.00 for contract services. Mr. Cottis advised that was for an annual cost for the reverse notification system. Commissioner Wirkner advised that if we move to 911 Next Gen, would we have that contract for the reverse call back. Mr. Cottis thought we would need it. Commissioner Wirkner advised he will look into this. Mr. Cottis advised if we got rid of the reverse call back and depending on what the rent is at the new building, when we get to 2017 the EMA budget should drop around \$60,000.00 to \$70,000.00. Commissioner Wirkner advised Mr. Cottis could anticipate the rent being no less than what they are paying now. Commissioner Ohler advised the Board hasn't discussed the cost of rent or utilities. Commissioner Wirkner advised at this time the Board is paying for upkeep of the Digital Works building. They are looking at putting the OSU Extension on the top floor and using the back office for meetings. Commissioner White questioned whether the Digital Works building would accommodate the square footage required by the State for EMA. Commissioner Ohler suggested that Commissioner Wirkner, Mr. Cottis and Sandy Smith from OSU go through the building to see if that can be accomplished. Commissioner Wirkner advised the requirements to meet EMPG for a new building will be kept in mind. Commissioner Ohler advised there is an issue about vehicle insurance. Mr. Cottis advised the insurance was supposed to be taken care of through the Commissioners. He also advised he is absorbing the cost of the mobile EMA vehicle and indirect cost allocations. Mr. Cottis advised a past Commissioner told him not to worry about it, so he has never added that into his budget. Commissioner Wirkner advised Mr. Cottis that after this meeting, he needs to go to the Auditor's office and set up a time to discuss the budget. Commissioner Wirkner advised Mr. Cottis to use his rent now as a baseline, but don't add the insurance in the budget.

A motion was made by Vice President Robert E Wirkner, seconded by President Jeffrey L Ohler, to adjourn at [10:26:19 AM](#)  
 The motion carried on the following vote: **YEA:** President Jeffrey L Ohler and Vice President Robert E Wirkner **NEY:** None  
**ABSENT:** None. **ABSTAIN:** Commissioner Thomas R White.

Carroll County Commissioners

/s/Valerie S. Mossor  
 Valerie S. Mossor, Assistant Clerk II  
 (PREPARED BY)

/s/ Jeffrey L Ohler PRESIDENT  
 Jeffrey L Ohler  
/s/ Robert E Wirkner  
 Robert E Wirkner  
/s/ Thomas R White  
 Thomas R White  
/s/ Jeffrey L Ohler PRESIDENT  
 Jeffrey L Ohler

We hereby certify the foregoing to be true and correct.  
/s/ Janice E. Leggett  
 Janice E. Leggett, Clerk Supervisor