

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

**IN THE MATTER OF
PLEDGE OF ALLEGIANCE**

 9:00 AM

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

**IN THE MATTER OF
RECORDINGS OF PROCEEDINGS**

 9:00 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**

Motion: to approve the summary of the minutes from the regular meeting of Monday, August 8, 2016, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:01 AM

**IN THE MATTER OF
ATWOOD LODGE**

 9:02 AM

Commissioner Ohler advised he received an email from the State for the grant that still needs paid for Atwood. The Auditor's office would like an invoice for this instead of the email. As soon as the invoice is received, a check can be issued. Commissioner Wirkner thanked Commissioner Ohler for his efforts in straightening the grants out.

**IN THE MATTER OF
EXPENSES**

Motion: to approve the following travel and membership expenses, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Thomas R White.

Motion carried on unanimous vote.

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Tom Konst, Deputy Auditor	Auditor	Northeast Auditors' Association District Meeting	Geneva, OH	9/2/16	\$30.00
Robert E Wirkner, Commissioner	Commissioner	CORSA Annual Meeting	Columbus, OH	8/26/16	\$200.00
Jennifer Simon, ESS 2	DJFS	Youth Council	Cadiz, OH	8/17/16	\$0.00
Melissa Herrington, Budget Officer Bambi Merrick, Fiscal Officer Kim McLean, Account Clerk Deb Knight, Assistant Director	DJFS	CFIS Web Users Conference	Columbus, OH	9/27/16-9/28/16	\$150.00

 9:05 AM

**IN THE MATTER OF
BOARD MEETING ATTENDANCE**

 9:05 AM

Commissioner Wirkner questioned if everyone on the Board would be in attendance today. Everyone replied yes.

**IN THE MATTER OF
NORTHERN CORRIDOR**

 9:06 AM

Commissioner Ohler advised he has a second phone call with the EDA on Friday regarding the grant for the Northern Corridor. This is the first time in the County's application process with the EDA that the County has gotten to this stage. Commissioner Ohler advised once the necessary items are submitted, it is his hope to get approval for the grant.

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

Motion: to approve the following appropriation amendment(s), **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Thomas R White.

Motion carried on unanimous vote.

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
Atwood	Equipment	0020-P020-P18.040	Other Expenses	0020-P020-P15.000	\$18,601.18

 9:08 AM

**IN THE MATTER OF
REGIONAL PLANNING**

 9:08 AM

Commissioner Wirkner advised of a Regional Planning meeting Tuesday, August 16, 2016 at 7:00 p.m. at the Carroll County Library.

**IN THE MATTER OF
PROSECUTOR OPINION**

Motion: to submit the public records request regarding Atwood to the Prosecutor for review and to have Commissioner Ohler discuss this in further detail with the Prosecutor, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:11 AM

**IN THE MATTER OF
CHIP FY15 - HOME FUND AGREEMENT
JOHNATHAN NITZ & STACY MOLNAR**

Motion: to approve the Homeowner Written Agreement between the Carroll County Board of Commissioners and Johnathan Nitz & Stacy Molnar for CHIP FY15 HOME funds to provide rehabilitation of the owner's residence on Park Avenue in an amount not to exceed \$17,403.00, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Thomas R White.

Motion carried on unanimous vote.

 9:12 AM

**IN THE MATTER OF
ATWOOD – BID ACCEPTANCE**

Motion: to accept the bid of \$1 million plus the buyer's premium of \$100,000 from Billy Burns for the purchase of Atwood Lodge, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:14 AM

**IN THE MATTER OF
ATWOOD – PURCHASE AGREEMENT**

Motion: to approve the Purchase Agreement and Agency Disclosure Statement by and between the Board of Carroll County Commissioners and Billy Burns for the purchase of Atwood Lodge, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Thomas R White.

Motion carried on unanimous vote.

 9:14 AM

**IN THE MATTER OF
AGREEMENTS/CONTRACTS –TRANSIT**

Sonja Leggett, Transit Director, appeared before the Board to request signature on a contract with Carrollton Schools.

Motion: to approve the contract between Carroll County Transit and the Carrollton Exempted Village Schools from August 22, 2016 through June 30, 2017 at a rate of \$3.00 per mile for the length of the trip, **Action:** Vote was recorded as follows: YEA: President Jeffrey L Ohler, Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:20 AM

**IN THE MATTER OF
RESOLUTION 2016-32**

Motion: to approve Resolution #2016-32 authorizing the submittal of a proposal with the Ohio Department of Transportation for grants, through the US DOT Federal Transit Administration, **Action:** Upon the call of the roll, vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote

 9:24 AM

**RESOLUTION #2016-32
Authorizing Resolution**

A resolution authorizing the submittal of (a) proposal(s) with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration (FTA), as authorized under Federal Transit Laws, as codified, 49 USC Section 5311, Financial Assistance for other than urbanized areas and funds available from the Ohio Public Transportation Grant Program and executing a contract with the Ohio Department of Transportation upon grant proposal acceptance.

WHEREAS, the Director of the Ohio Department of Transportation is authorized to make grants for a public transportation program; **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;

CONTINUED ON NEXT PAGE

CONTINUED FROM PREVIOUS PAGE

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 under 49 USC Section 5311 the Applicant give 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

WHEREAS, it is the goal of the Applicant that disadvantaged business enterprise be used to the fullest extent possible in connection with this/these project(s), and that definite procedures shall be established and administered to ensure that disadvantaged businesses shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services.

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

1. That Sonja G. Leggett, Transit Director is authorized to execute and submit (a) application(s) on behalf of Carroll County Commissioners with the Ohio Department of Transportation to aid in the financing of capital and operating assistance projects pursuant to 49 USC Section 5311 and the Ohio Public Transportation Grant Program.
2. The Sonja G. Leggett, Transit Director is authorized to execute and file with such application and 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.
3. That Sonja G. Leggett, Transit Director is authorized to furnish such additional information as the Ohio Department of Transportation may require in connection with the application for the program of projects submitted to FTA.
4. That Sonja G. Leggett, Transit Director is authorized to set forth and execute affirmative disadvantaged business policies in connection to any procurement made as part of the project.
5. That Sonja G. Leggett, Transit Director is authorized to execute grant agreements on behalf of Carroll County Commissioners with the Ohio Department of Transportation for aid in the financing of operating and capital assistance projects.

Mr. White moved for the adoption of the preceding Resolution;

Mr. Ohler seconded the motion.

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

Mr. Ohler, Yes; Mr. White, Yes; Mr. Wirkner, Yes.

Motion carried on unanimous vote. Resolution adopted this 11th day of August, 2016.

**BOARD OF COMMISSIONERS
OF CARROLL COUNTY**

/s/ Robert E. Wirkner

Robert E. Wirkner, President

/s/ Thomas R. White

Thomas R. White, Vice President

/s/ Jeffrey L. Ohler

Jeffrey L. Ohler, Commissioner

ATTEST:

/s/ Valerie S. Mossor

[] Christopher R. Modranski, Assistant Clerk I

[X] Valerie S. Mossor, Assistant Clerk II

[] Janice E. Leggett, Clerk Supervisor

**IN THE MATTER OF
PUBLIC HEARING**

 9:30 AM

The time having arrived to hold the public hearing for the Carroll County Transit application, the following were present Nancy Schaar, Jeffrey L. Ohler, Robert E. Wirkner, Valerie S. Mossor, Thomas R. White Sonja Leggett, Sara Klein and Lewis Mickley. The public hearing is being held today for notification that Carroll County Transit on behalf of the Carroll County Commissioners is applying to the Ohio Department of Transportation for an operating and capital assistance grant under 49 U.S.C. Section 5311 of the Federal Transit Laws, as codified and the Ohio Public Transportation Grant Program. The operating grant will provide financial assistance for public transportation for Carroll County during CY2017. The service currently operates Monday-Friday, 7:30 a.m. to 4:30 p.m. All persons within Carroll County, including wheelchair users, must schedule service 24 hours in advance. I have submitted my request to implement a pilot program to extend the operating hours from 6am – 6pm for 6 months to see if this will help accommodate those clients who may have later appointments as well as increase our passenger trips. I have heard from our ODOT representative that she is working on the concurrence from the State so I should be receiving it soon. The beginning date is September 1, 2016 and ending February 28, 2017. Once I receive the concurrence letter I will advise the Board. I would also like to remind everyone that there is an answering system so messages may be left after hours as well. This will accommodate our riders.

Fares are currently as follows: (based on a one-way trip) (no changes)

Within Village of Carrollton \$2.50

Within Carroll County \$4.50

Out-of-County \$7.50

(More than 40 miles one-way is an additional \$.25 per mile)

Same day service – is an additional \$1.00 per one-way trip based on availability. Children 5 and under and accompanied by an adult ride for free.

The proposed operating budget for CY2017 is \$622,960.00. The application process for 2017 will be an “RFP” or Request for Proposal for federal and state funding as it has been in the previous year. Funding will be based on performance criteria such as cost per mile, cost per trip, etc. and also the amount of funds available for distribution. We have applied for a federal allocation of \$235,000 (last year \$230,000) and state allocation of \$10,000 (last year \$18,415). The proposed capital maintenance budget for CY2017 is \$20,000 (last year \$22,634) in federal funds for the capitalized maintenance; state funding is not available for our capital maintenance projects for 2017. The proposed capital projects is for the purchase of one (1) Modified Mini Van Vehicle (MMV) with federal funds of \$36,900. Ridership for CY2015 decreased by 38% or 12,465 passengers’ trips compared to CY 2014 (32,772). We had a total of 20,307 passenger trips in 2015. During 2015 we lost a lot of the DD contract due to the individuals choosing other providers and we were not certified as a Non-medical transportation provider. But, as of June 30, 2016, we have transported 10,929 passengers which is an increase in ridership of 925 trips compared to the same time frame (Jan-June) in 2015 which is approximately a 10% increase. I am looking for more increases since we will be signing a contract with Centreville Village of Carroll County and upon certification for the Non-Medical Transportation Provider. Public transportation is still a needed service for our rural county. We will continue to make the effort to provide Carroll County with an efficient, affordable mode of transportation.

Public hearing closed at  9:43 AM

**IN THE MATTER OF
TRANSIT
POLICY MANUAL**

 9:47 AM

Sonja Leggett, Transit Director, appeared before the Board to request approval for an update to the Transit Policy to include Provider Management Practices which is necessary because Transit has applied for non-medical transportation certification through Medicaid. Commissioner Wirkner asked who is asking for this policy to be updated. Ms. Leggett advised the Department of Developmental Disabilities.

Motion: to approve the amendments to the Policy and Procedure Manual between Carroll County Transit and the Department of Developmental Disabilities, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 9:49 AM

**IN THE MATTER OF
COST ALLOCATION**

 9:51AM

The Board discussed chargebacks and cost allocation and what bills are included, specifically Iron Mountain. Commissioner Ohler would like to have a better understanding of this procedure.

**IN THE MATTER OF
ATWOOD
GRANT**

 9:57 AM

Sara Klein, reporter for the News Leader/Mr. Thrifty, asked what date was the grant received for Atwood that is being paid off. Commissioner Ohler advised the County never received that grant. The County took it along with the donation of the Lodge. MWCD accepted that grant around 2003. The grant still has two years on it. Commissioner Wirkner advised the County accepted all the grant responsibility when the Donation Agreement was approved. All of those grants are completed, except the one that is presently being paid. Commissioner Wirkner advised that is the last cost for Atwood. Commissioner Ohler advised there are still utilities, but nothing unanticipated.

**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 Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 10:00 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, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Jeffrey L Ohler, **Seconded by** Vice President Thomas R White.

Motion carried on unanimous vote.

COUNTY: Quill \$333.86; Treasurer, State of Ohio \$600.00; Sylvester Securities \$1,220.00; CC Treasurer \$10,516.50; Treasurer, State of Ohio \$600.00.

DJFS: NEOBH \$813.98; Braden Butcher \$479.95.

 10:00 AM

**IN THE MATTER OF
ATWOOD**

 10:01 AM

Commissioner White thanked Commissioner Wirkner and Commissioner Ohler for their great job in facilitating the closing and sale of the Atwood Lodge.

**IN THE MATTER OF
REGIONAL TRANSPORTATION IMPROVEMENT PROJECT (RTIP)**

 10:01 AM

Commissioner Wirkner advised he had a meeting Tuesday in Columbus for the Regional Transportation Improvement Project. During that meeting, the Cooperative Agreements were reviewed. This will be the very first RTIP in the State of Ohio. Director Wray acknowledged that part of the deliverables was the connector from Carrollton to Route 30. Commissioner Wirkner advised that Director Wray acknowledged he will partner with RTIP, but each one of the counties will sign one Cooperative Agreement. Representative Schuring is preparing this Cooperative Agreement at this time.

**IN THE MATTER OF
ADJOURN**

Motion: to adjourn, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner, Vice President Thomas R White and Commissioner Jeffrey L Ohler; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** Commissioner Jeffrey L Ohler.

Motion carried on unanimous vote.

 10:06 AM

Carroll County Commissioners

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

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

We hereby certify the foregoing to be true and correct.

/s/ Janice E. Leggett
Janice E. Leggett, Clerk Supervisor