

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

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:05 AM

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

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**

 9:05 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 meeting of Monday, November, 2, 2015, and electronic recording of the proceedings, **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 Robert E Wirkner, **Seconded by** Commissioner Thomas R White.

Motion carried on unanimous vote.

 9:06 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:06 AM

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

**IN THE MATTER OF  
EXPENSES**

**Motion:** to approve the following travel and membership expenses, **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** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Thomas R. White, Commissioner	Commissioner	HARCATUS	Dennison, OH	Retroactive to 11/4/15	\$33.35
Dominick E. Olivito, Jr., Judge	Common Pleas	American Judges Assoc.	N/A	N/A	\$150.00
Dominick E. Olivito, Jr., Judge	Common Pleas	Ohio Common Pleas Judge Association Conference	Dublin, OH	12/1/15-12/4/15	\$875.00

 9:06 AM

**IN THE MATTER OF  
COURTHOUSE CLOSED**

 9:06 AM

Commissioner Ohler advised the Courthouse will be closed on Wednesday, November 11, 2015 in observance of Veteran's Day.

**IN THE MATTER OF  
CIVIL WAR  
MORGANS RAID**

 9:07 AM

Virginia Glenn and Danny Frame appeared before the Board to discuss the Morgans Raid dig. Ms. Glenn advised the dig went very well and they found some interesting artifacts. Her concern is that when Sam Waters received the final bill from Atwood Lodge it was supposed to be \$109.00 including tax and it was \$109.00 plus tax. Mr. Frame advised he would like to see the \$725.17 for room occupancy tax forgiven. Ms. Glenn advised the diggers were very happy with the accommodations though. Ms. Glenn advised there will be a \$500.00-\$600.00 balance left even after the occupancy tax issue. Ms. Glenn advised she sells books to help with the cost. Commissioner Wirkner advised he would like a copy of the book because he has an original and doesn't want to ruin it. Commissioner Ohler advised the Board will see what they can do by contacting the Lodge and get an invoice of the \$725.17. Commissioner Wirkner advised he was present for the first night of the viewing. Commissioner Wirkner asked how it went at the Lodge. Ms. Glenn advised everyone was impressed and thought it was beautiful. Commissioner Wirkner advised when he first observed the dig, there was no findings and asked where the tent stakes were found. Ms. Glenn advised they found stakes at the top of the ravine. Ms. Glenn advised they will be back in the spring. Anyone interested in the Morgans Raid can contact Ms. Glenn at 740-768-2365.

**IN THE MATTER OF  
DJFS - NEW HIRE**

 9:21 AM

Kate Offenberger, Director, DJFS, appeared before the Board to discuss the hiring of Alex Logan for the Unit Support Worker position at an hourly rate of \$13.73.

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**Motion:** to approve the hiring of Alex Logan as Unit Support Worker at a rate of \$13.73, **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** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:22 AM

**IN THE MATTER OF  
DJFS - WIOA & TANF**

 9:22 AM

Commissioner White asked how much of the WIOA money is involved in Ms. Offenberger’s budget. Ms. Offenberger advised it is 10% to 15%. Commissioner White asked if was worth it. Ms. Offenberger advised it has to be worth it because there is no one else in the County to do it. There is an option to contract it out to Jefferson County CAC. Commissioner Wirkner asked about the TANF money. Ms. Offenberger advised it is a lot of money and no one wants to provide these services. Commissioner Ohler asked what the options are for TANF and WIA. Ms. Offenberger advised they are trying to meld that money and the Commissioners have to decide who will be lead agency by May 15, 2016 to run TANF and WIOA. Ms. Offenberger advised there has to be staff for the WIOA Board and it cannot be a service provider. Commissioner White advised what he took from the COG meeting is the Commissioners have to be in charge of this project.

**IN THE MATTER OF  
2016 BUDGET  
CLERK OF COURTS**

 9:28 AM

Bill Wohlwend, Clerk of Courts, appeared before the Board to discuss the 2016 budget. Commissioner Ohler advised the last time Mr. Wohlwend came in he wanted the salaries increased from \$87,778.00 to \$111,000.00. Mr. Wohlwend advised he is going to get a new copier machine and he may take the cost of it out of the excess title funds. The contract is up next May. Commissioner Ohler advised the budget is not quite as bad as what the Board thought it was going to be. Commissioner Ohler advised of the items that have come up this year, both anticipated and unanticipated.

**IN THE MATTER OF  
MONTHLY REPORT – OCTOBER  
CARROLL GOLDEN AGE RETREAT**

 9:36 AM

Commissioner Ohler advised that Ollie Scott, CGAR Superintendent, filed her report for the month of October 2015 showing 6 male and 35 female residents. A copy is on file in the Commissioners’ office.

**IN THE MATTER OF  
DJFS - VARIOUS CONTRACTS**

**Motion:** to approve the following contracts for the Department of Job and Family Services as recommended by Kate Offenberger, Director, **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 Robert E Wirkner, **Seconded by** Commissioner Thomas R White.  
Motion carried on unanimous vote.

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
Carroll Co General Health District	10/1/15-9/30/16	\$11,994.17	Family Planning Education and Outreach	Service	Renewal	10/21/2015
Family and Children First Council	10/1/15-9/30/16	\$71,702.45	Employment Preparation Program	Service	Renewal	10/22/2015
Family and Children First Council	10/1/15-9/30/16	\$18,997.38	Service Coordination Program	Service	Renewal	10/22/2015

 9:36 AM

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

 9:37 AM

Commissioner Ohler advised that Sheriff Dale R Williams filed his report for the month of October 2015 showing 2,174 meals served and 257 washes complete. A copy is on file in the Commissioners’ office.

**IN THE MATTER OF  
DOG POUND  
OPERATIONAL GUIDELINES**

 9:38 AM

The Board discussed revisions to the Carroll County Dog Pound Operational Guidelines which included changes to the section of Adoption Procedure and revision of some forms.

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**Motion:** to approve the Carroll County Dog Pound Operational Guidelines as revised on November 5, 2015, **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 Robert E Wirkner, **Seconded by** Commissioner Thomas R White.

Motion carried on unanimous vote.

 9:40 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 Jeffrey L Ohler, Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E Wirkner, **Seconded by** Commissioner Thomas R White.

Motion carried on unanimous vote.

 9:43 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 Jeffrey L Ohler, Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.  
Motion carried on unanimous vote.

**COUNTY:** MS Consultants, \$2,537.46; Digital Data Tech, \$15,000.00; Digital Data Tech, \$3,500.00; Fair Vision, \$153.44; Nickels Bakery, \$406.15; Verizon, \$136.77; Great Lakes Best One Tire, \$3,456.23.

 9:43 AM

**IN THE MATTER OF  
PHONE SYSTEM**

 9:43 AM

Commissioner Wirkner advised he met with the contractor for Frontier and the Village Administrator. The Village Administrator gave verbal approval for digging up the sidewalk. Digging could start as soon as tomorrow. Commissioner Wirkner advised the new phone system should be ready by December.

**IN THE MATTER OF  
IRS FRAUD**

 9:46 AM

Commissioner Ohler advised he saw in the paper last week that a County resident got taken for fraud. Commissioner Ohler advised he was one of the people called by a fraudulent company. Someone is calling and saying their taxes from 2010 or 2011 were incorrect and they owe taxes and a penalty. If they are not paid by a certified check within three days there will be a police office or someone representing the IRS coming to arrest them. Unfortunately, someone in our community got taken for \$6,000.00. Commissioner Ohler advised he spoke with the representative that called his house and asked for his address. The representative gave him the White House address. Commissioner Ohler advised he told the representative that he should be put in jail for fraud. Commissioner Ohler advised the area code for this phone number was 209 and the number belonged to a convenience store according to the caller ID. Commissioner Ohler asked Nancy Schaar, Free Press Standard reporter, to put something in the paper to let the community know this fraud is going on.

**IN THE MATTER OF  
LANDFILL**

 9:51 AM

Commissioner Ohler advised the EPA has approved the final capping of the landfill. The modifications for the discharge systems were completed yesterday and he will send pictures to the EPA and they will sign off on that project. Commissioner Ohler advised they approved our timeline of activities for the next three years. Because of their approval, the Board should have minimal legal fees. As long as nothing comes up, the budget should be okay. Commissioner White asked Commissioner Ohler how long he had been working on this project. Commissioner Ohler advised it has been five years. Commissioner Ohler advised he met with Barb Walton, CCH Environmental Services Director, and reviewed all the items for the grant. The grant will be submitted in three weeks to Rural Development. By submitting the grant early, they will get help with any changes.

**IN THE MATTER OF  
2015-2016 BUDGET**

 9:54 AM

Commissioner Ohler advised right now the County has \$3.9 million cash available to pay the bills out of the General Fund for the next two months. Commissioner Ohler advised last year the County was \$450,000.00 short of being able to cover the bills. Commissioner Wirkner asked if that was due to the anticipated revenue not being what it was expected to be. Commissioner Ohler advised no. Commissioner Ohler advised if it works out that revenue is short by \$500,000.00 compared to what the expenses are it will reduce our cash amount. Commissioner Ohler advised that this is why it is important the Board talk to the offices and see if they are able to not spend all this year's budget. Commissioner Ohler advised there were already monies moved from the General Fund of \$155,000.00 to pay for the new phone system and \$10,000.00 to pay the engineering cost on the fire alarm system. Those two items are essentially paid for. Commissioner Ohler advised the Board will still need \$50,000.00 for NextGen, \$100,000 for the phone system, \$45,000 for DJFS and \$20,000.00 for the Recorder and \$17,000.00 for the new doors. With a total of \$232,000.00, there is about \$95,000.00 for the Permanent Improvement fund. Commissioner Wirkner asked about the Rainy Day fund. Commissioner Ohler advised that money has not been touched.

**IN THE MATTER OF  
2016 BUDGET  
CSEA**

 10:11 AM

Shelley Martin, Director, CSEA, appeared before the Board to discuss the 2016 budget. Ms. Martin advised she has an amendment to make. Ms. Martin advised that she has two retiring from the office at the end of this year and one retiring next year. She is requesting \$80,000 instead of \$75,000 because her state match has been reduced. Ms. Martin also advised the cement in front of the building is cracking, sidewalk is uneven and the flooding is still a problem. Commissioner Ohler advised the Board would try to include that project in next year's budget.

**IN THE MATTER OF  
GRANTS  
ECIVIS SOFTWARE**

 10:17 AM

Janice E. Leggett, Clerk Supervisor, Commissioners’ office, appeared before the Board to discuss Ecivis software. She advised the software allows you to locate new grant opportunities easily because it gathers federal, state and private grants. You only have to search for a keyword. For example, if someone is looking for a homeless shelter grant, search for homeless and the software locates grants for that subject. You can view the grant application and requirements right there. There is also an option to be notified if a grant becomes available for that subject at a later date. The annual fee for two users of the software is \$3,675.00. Ms. Leggett advised that any department would be able to use the software and suggested the laptop in the conference room could be made available for this purpose. Ms. Leggett advised she spoke with representatives of Mentor and Wadsworth, and both were very happy with the software. Ecivis also offers grant writing assistance for a separate fee. Ms. Leggett asked the Board if they would be interested in having a presentation by Ecivis. Commissioner Ohler advised that this is a case where everyone that gets grants could pay a little bit for using it. Commissioner Wirkner advised that Ms. Leggett could do a poll and see who is interested and have those offices come in and listen to the presentation during session.

**IN THE MATTER OF  
911  
GENERAL DYNAMICS**

 10:22 AM

Commissioner Wirkner advised the contract with General Dynamics was on hold awaiting the Prosecutor and counsel for General Dynamics to speak. Ms. Leggett advised she hasn’t heard anything more about it. Commissioner Wirkner asked if the Prosecutor has spoken with General Dynamics. Ms. Leggett advised she left a message last week asking that. Commissioner Wirkner advised he will get with the Prosecutor.

**IN THE MATTER OF  
ADJOURN**

**Motion:** to adjourn, **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 Robert E Wirkner, **Seconded by** Commissioner Thomas R White.

Motion carried on unanimous vote.

 10:24 AM

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

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

Carroll County Commissioners

/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