

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

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:10 AM

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

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**

 9:10 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, 9, 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.

 9:11 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:11 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)
Debra Knight, Assistant Director	DJFS	BRN Roundtable	Cadiz, OH	11/30/15	\$0.00
Debra Knight, Assistant Director	DJFS	Area 16 WIB	Harrison Cty., OH	11/20/15	\$0.00
Kate Offenberger, Director	DJFS	Area 16 WIB	Harrison Cty., OH	11/20/15	\$0.00
Kate Offenberger, Director	DJFS	C-8 Directors	Marion, OH	11/18/15	\$0.00
Tom Konst, W & M Inspector	Auditors	ODA W & M Training	Columbus, OH	11/17/15-11/18/15	\$100.00

 9:11 AM

**IN THE MATTER OF  
ESTABLISHMENT OF FUNDS**

**Motion:** to establish the following new funds and no approval is necessary from the State Auditor, **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.

1. T114 CHIP (CDBG) FY15
2. T115 CHIP (HOME) FY15

 9:11 AM

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

**Motion:** to approve the following appropriation(s), **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.

FUND	NAME	CODE	AMOUNT
CHIP (HOME) FY15	Private Rehab	0600-T115-T02.000	\$187,000.00
CHIP (HOME) FY15	Home Admin	0600-T115-T01.000	\$19,000.00
CHIP (CDBG) FY15	Private Rehab	0600-T114-T16.000	\$45,100.00
CHIP (CDBG) FY15	Home Repair	0600-T114-T17.000	\$119,900.00
CHIP (CDBG) FY15	Fair Housing – Supplies	0600-T114-T02.030	\$1,670.64
CHIP (CDBG) FY15	Fair Housing – Salaries	0600-T114-T20.020	\$1,544.40
CHIP (CDBG) FY15	Fair Housing – W/C	0600-T114-T22.080	\$46.34
CHIP (CDBG) FY15	Fair Housing – PERS	0600-T114-T21.070	\$216.22
CHIP (CDBG) FY15	Fair Housing – M/M	0600-T114-T23.090	\$22.40
CHIP (CDBG) FY15	CDBG Admin	0600-T114-T05.000	\$25,500.00

 9:11 AM

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

**Motion:** to approve the following appropriation amendment(s), **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.

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
CSEA	PERS	0520-S020-S06.070	Travel	050-S020-S04.050	\$224.01

 9:11 AM

**IN THE MATTER OF  
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)  
ENERVEST**

**Motion:** to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer, **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.

1. EnerVest to construct a driveway in East Township, Arbor Road (CR 14), for the OCELA-EV Pad;

 9:12 AM

**IN THE MATTER OF  
BIDS – BOND RELEASE  
PDK CONSTRUCTION**

**Motion:** to release the bid bond of PDK Construction as recommended by Brian J. Wise, County Engineer, due to a contract having been signed and a 100% Performance Bond filed by M.P. Dory Company for the 2015 Guardrail Replacement Project, **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.

 9:12 AM

**IN THE MATTER OF  
BIDS – BOND RELEASE  
LAKE ERIE CONSTRUCTION**

**Motion:** to release the bid bond of Lake Erie Construction as recommended by Brian J. Wise, County Engineer, due to a contract having been signed and a 100% Performance Bond filed by M.P. Dory Company for the 2015 Guardrail Replacement Project, **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.

 9:13 AM

**IN THE MATTER OF  
LIQUOR PERMIT RENEWALS**

 9:13 AM

Commissioner Ohler advised that the Board received a letter from the Division of Liquor Control as notification that all permits to sell alcoholic beverages in the County will expire February 1, 2016. If there any objections to any renewals, a hearing can be requested.

**IN THE MATTER OF  
MONTHLY REPORT - OCTOBER  
CHILD SUPPORT ENFORCEMENT AGENCY**

 9:14 AM

Commissioner Ohler advised the office of the Prosecuting Attorney filed the October 2015 report for the Carroll County Child Support Enforcement Agency. A copy of the report is on file in the Commissioners' office.

**IN THE MATTER OF  
DOMESTIC VIOLENCE  
ALLOCATED FUNDS**

**Motion:** to allocate the Marriage License Fees, Divorce, Dissolution and Annulment fees collected for Domestic Violence for calendar year 2016 as follows: 20% to Caritas House, 40% to Personal & Family Counseling/Harbor House, and 40% to Alliance Area Shelter per the recommendation of Karin Taff, Director, Victims Assistance, **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.

 9:14 AM

**IN THE MATTER OF  
RESCIND MOTION  
OHIO COMMUNITY HOUSING IMPACT & PRESERVATION (CHIP) PROGRAM FY15  
ASSIGNMENT OF CONTRACT**

**Motion:** to rescind the motion from November 2, 2015 approving the Consent to Assignment by and between Carroll County, Ohio, represented by the Board of Commissioners, and Bleckman & Associates, Inc. and Hall Community Development, LLC with an effective date of December 26, 2015 due to the effective date being incorrect, **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.

 9:15 AM

**IN THE MATTER OF  
OHIO COMMUNITY HOUSING IMPACT & PRESERVATION (CHIP) PROGRAM FY15  
ASSIGNMENT OF CONTRACT**

**Motion:** to approve the Consent to Assignment by and between Carroll County, Ohio, represented by the Board of Commissioners, and Bleckman & Associates, Inc. and Hall Community Development, LLC with an effective date of November 12, 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.

 9:15 AM

**IN THE MATTER OF  
INSURANCE  
AGENT OF RECORD – NORTHWEST WORKSITE MARKETING**

**Motion:** to approve Thomas R. White to sign the Agent of Record letters to American Heritage Life Insurance, Colonial Supplemental Insurance, Cincinnati Life Insurance, and Guardian, **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.

 9:18 AM

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Commissioner White advised the BOST representative notified the County that they will no longer service the County as of November 15, 2015 for voluntary benefits. At this time, Northwest Group Services (NWGS) will take over the current contracts and be the contact for the County.

**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** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:18 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** Vice President Robert E Wirkner, **Seconded by** Commissioner Thomas R White.

Motion carried on unanimous vote.

**COUNTY:** Tractor Supply, \$2,149.99; Treasurer, State of Ohio, \$883.00; Gordon Food Service, \$3,312.01

**DJFS:** Dustin Adams, \$188.19; FCFC, \$95.14

 9:19 AM

**IN THE MATTER OF  
2016 BUDGET  
HEALTH DEPARTMENT**

 9:21 AM

Leann Cline, Health Commissioner, appeared before the Board to discuss the 2016 budget. Ms. Cline advised she needs to meet with her Board to finalize the budget, but in July all grants will become reimbursable which poses a problem. Ms. Cline advised they are going to be applying for a couple grants, and right now they are spending \$15,000.00 more for the new Medical Director and Nurse Practitioner. Commissioner Wirkner asked if the grants will cost \$35,000.00 initially but will be reimbursed. Ms. Cline advised yes, most of the grants take 3-4 months but her grant cycles run July to June. Commissioner Wirkner clarified that if someone advanced funds to cover the grant, that person would be reimbursed. Ms. Cline advised yes. Ms. Cline discussed the cost of salaries and health insurance for the employees. Commissioner Ohler asked if the Health Department Board has offered any suggestions. Ms. Cline advised they are discussing some ideas, including a 501(c)(3). Commissioner Wirkner asked if part of the problem is that services offered at the Health Department are available elsewhere. Ms. Cline advised the Health Department is the only place in the County that offers vaccinations and certain other services. Commissioner Ohler asked when Ms. Cline will be meeting with her Board. Ms. Cline advised she will be meeting with them next week and will come back in to discuss this with the Commissioners.

**IN THE MATTER OF  
GRANT – WATER POLLUTION CONTROL LOAN FUND**

 9:32 AM

Leann Cline, Health Commissioner, asked what the next step would be for the sewer grant. Commissioner Ohler advised they would all need to meet and discuss how that grant would be administered. Ms. Cline advised administrative fees are not funded.

**IN THE MATTER OF  
2016 BUDGET  
HEALTH DEPARTMENT**

 9:34 AM

Commissioner Wirkner discussed the Health Department budget and his concerns that there is not enough revenue to cover expenses. The Board discussed advancing funds to the Health Department for the reimbursable grants and how to assist them in other ways.

**IN THE MATTER OF  
NEWS MEDIA**

 9:41 AM

Nancy Schaar, Free Press Standard reporter, asked if the Board had a map from AEP for the Yager-Azalea Pipeline. Commissioner Ohler advised the Clerks would get her a copy.

**IN THE MATTER OF  
2016 BUDGET  
TREASURER**

 9:45 AM

Jeff Yeager, Treasurer, appeared before the Board to discuss the 2016 budget. Commissioner Ohler asked if the budget had changed at all from the one that was submitted in June. Mr. Yeager advised no, it is the same at \$161,375.00.

**IN THE MATTER OF  
CARROLL COUNTY ENVIRONMENTAL SERVICES  
SEWER RATE INCREASE**

 9:50 AM

Ralph Castellucci, Director, Carroll County Environmental Group, appeared before the Board to request an increase in the sewer fees. Looking at the budget, he is requesting a \$3.00 fee increase, with \$2.00 beginning February 1, 2016 and \$1.00 beginning February 1, 2017. The state average is \$55.00 per month and right now the County is at \$27.00 per month. There have been upgrades at the Golden Age system and there are other projects that need to be done. Commissioner Ohler advised this request is not surprising. When the state audit was done last year, the Auditor felt the fees were not meeting the demands of the cost. Commissioner Wirkner asked how residents will be notified. Mr. Castellucci advised the notice is put on the bill.

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**Motion:** to increase the sewer rates of Carroll County Environmental Group by \$2.00 beginning February 1, 2016 and \$1.00 in February 1, 2017, **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.

 9:55 AM

**IN THE MATTER OF  
2016 BUDGET**

 10:02 AM

The Board discussed the budget and other issues for approximately 15 minutes.

**IN THE MATTER OF  
2016 BUDGET  
CARROLL GOLDEN AGE RETREAT**

 10:19 AM

Ollie Scott, Superintendent, and Cara Borland, Bookkeeper, Carroll Golden Age Retreat, appeared before the Board to discuss the 2016 budget. Ms. Scott advised everything predicted is included in the budget. Commissioner Ohler asked what anticipated revenue is. Ms. Borland advised it is \$1,916,000.00 with a carryover of \$400,000.00. Commissioner Ohler advised then you will still have \$240,000.00 left over if something happens unexpectedly. Ms. Scott advised she is requesting to have the sprinkler systems replaced in the facility at an estimated cost of \$84,000.00. There was a power surge earlier this week which hit the power box and two circuit boxes with an estimated repair at \$10,000.00. Ms. Scott is requesting these projects be paid out of the General Fund next year so she can maintain a cushion for emergencies. Ms. Scott advised they are putting in the new water system to add more water pressure. Ms. Scott advised she is concerned that the water lines won't be able to hold the pressure. Ms. Scott advised the skeleton of the building is excellent but the infrastructure is slowly going to need replaced. Ms. Scott advised that eventually the County Home will need to be replaced by a custodial care affordable facility with hospice beds available. Ms. Scott advised it would be nice to have 4 or 5 beds available for Hospice to use for County residents. Ms. Scott advised she is also looking into equipment which may be funded by a BWC grant. Ms. Scott advised she did pay for the generator from her budget. Commissioner Wirkner asked what the CDBG grant paid for. Ms. Scott advised the most recent was the update for the restrooms. Commissioner Wirkner advised the County Home is eligible for the CDBG grants. Ms. Scott advised she doesn't want to take funds from other agencies but the purpose is to provide the best care in the County for the senior citizens. Ms. Scott advised they started a new program for the seniors that are unable to go to participate in regular activities. Commissioner Ohler thanked Ms. Scott and Ms. Borland for everything they do. Commissioner Ohler advised the amount of anticipated revenue has been changed overall. Commissioner Ohler believes the 2016 budget will be fine but 2017 may have to be decreased substantially.

**IN THE MATTER OF  
BROWN TOWNSHIP**

 10:57 AM

Joe Chiurco and Ed Clark, Brown Township Trustees, and Jeanne Grimm, Fiscal Officer, appeared before the Board. Mr. Chiurco advised he would like to know why the Township can't have a working relationship with Carroll County. Ms. Grimm advised they have lost the state tax and tangible personal property taxes for Brown Township. Ms. Grimm advised they have been unable to get a road levy passed. Mr. Chiurco advised there are roughly 50 miles of township road in Brown Township. Mr. Chiurco advised several roads are going to need work done, but they do not have the money to fix them. Mr. Clark advised maybe the Board should look at how much money the County road department gets versus the Townships. Commissioner Ohler advised the County monies received from fuel tax has shrunk because of the amount of fuel purchased. Mr. Chiurco advised the fuel tax is what they depend on for salaries. Mr. Clark advised all of the money appropriated to the County Highway Department. Commissioner Ohler advised there is no money appropriated to the County Highway Department. Mr. Chiurco advised they are almost at the point where there is no money. Commissioner Wirkner advised the State is pushing for shared services and consolidation. Mr. Chiurco advised we are at the point when someone calls about the road, they aren't sure what to tell them. Commissioner Ohler asked the percentage of Brown Township lives at Lake Mohawk. Mr. Chiurco advised it is a large number. Mr. Clark advised they have put the license plate tax on it is \$5.00. Mr. Chiurco advised they are here for suggestions. Mr. Chiurco asked why can't the Townships get together and agree to work together. Commissioner Ohler asked if this subject has been brought up at the Township meetings. Mr. Chiurco advised no, this is the first year it has been this bad. Commissioner Ohler asked how many road levies have they tried to get passed. Mr. Chiurco advised two and neither passed. Commissioner Ohler advised this Board does not have control over the Engineer's budget. Commissioner White advised this Board will work with you, but it is going to take you to get the Townships to pull together. Commissioner White advised he would sit in on the meeting. Mr. Chiurco asked who Trustees need to talk to in Columbus. Commissioner White advised it is the State that wants to get away with having Townships. Commissioner Wirkner advised Andy Thompson and Lou Gentile are the State representatives. Commissioner Ohler advised he has heard some of the severance tax is going towards Route 30 which may mean that the County could get less. If the County gets severance tax then a certain portion should go to the townships. Commissioner White asked when would be a good time to get all of the Townships together. Mr. Chiurco advised that the Engineer's office has a township meeting coming up December 3, 2015. Commissioner Ohler advised we need to send an invitation to Andy Thompson and Lou Gentile. Commissioner Wirkner advised the Trustees need to cooperate and then when Andy Thompson and Lou Gentile are there they will be all together but you don't want to press them into a corner. Commissioner Ohler advised you need to have all of the data together. Commissioner Wirkner advised they may want to consider having some of the LGF funds back. Commissioner Ohler asked if there was anything the Board could do. Mr. Chiurco advised Lorrice Road needs to have hot mix put on it because it is a safety issue.

**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.

 11:39 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