



**Present:** President Robert E Wirkner and Vice President Thomas R White; **Absent:** 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**

 9:01 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, November 21, 2016, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner. Motion carried on unanimous vote.

 9:01 AM

**IN THE MATTER OF  
EXECUTIVE SESSION**


**Motion:** to enter into Executive Session per ORC 121.22(G)(2) to consider the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interested is adverse to the general public interest, **Action:** Upon the call of the roll, vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner. Motion carried on unanimous vote.

 9:02 AM


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The Board reconvened with no action taken at  9:26 AM

**IN THE MATTER OF  
ATWOOD LODGE**

**Motion:** to grant the buyer of the Lodge an extension for closing until January 13, 2017, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner. Motion carried on unanimous vote.


 9:27 AM

**IN THE MATTER OF  
2017 BUDGET  
AGRICULTURAL SOCIETY**

 9:30 AM


Wendy Davis, secretary of the Agricultural Society, appeared before the Board to discuss the 2017 budget. Ms. Davis asked for at least \$10,000.00 to cover the audit that will have to be done. They are working hard to keep updating barns. Ms. Davis advised they are looking to make a lot of changes for the fair next year. It will take some time, but it is going in the right direction. Commissioner Wirkner advised the Board is not aware where we they are going to be at in the budget.

**IN THE MATTER OF  
2017 BUDGET  
ECONOMIC DEVELOPMENT**

 9:35 AM

Tait Carter, Assistant Director of Economic Development, appeared before the Board to discuss the 2017 budget. Ms. Carter advised she dropped down the salary request and went through the lines to explain what she has changed. Commissioner Wirkner would like to see the contract-services line decreased to \$5,000.00 for 2017. Commissioner Wirkner asked Ms. Carter to explain the travel. Ms. Carter advised there is more than just mileage coming out of this line. Commissioner Wirkner advised that he would like Ms. Carter to use a rental vehicle if she is going out of the county.

**IN THE MATTER OF  
CORSА**

 9:49 AM


Alison Redmond, CORSA and Chris Jones, McFadden Insurance, appeared before the Board to give an update on the renewal policy. Ms. Redmond advised she is here to go over the appraisal that was done on the Courthouse. Ms. Redmond advised they switched appraisal companies and started with all of the Courthouses. The new appraisal company is giving the Courthouse the option to do either replacement or reproduction. Ms. Redmond advised the difference between replacement and reproduction is that replacement is when they come in and replace the items with current day products. The reproduction cost would be when they find something similar to what you already had. Commissioner Wirkner advised the Courthouse is a historical structure. Some would say it is the historical structure of the county. Ms. Redmond advised the bottom line is the replacement cost was \$15.6 million; the new appraisal came in a little lower at \$15.1 million. If you go from replacement to reproduction, the cost would be an additional \$4,586 a year. Commissioner Wirkner asked if having the building listed as a historical structure makes the Board have to go with reproduction. Commissioner White advised that if we want it to stay as a historical structure we should do reproduction. Ms. Redmond gave an

example that if the Board chooses reproduction, the stained glass windows will be covered; but with replacement they will not be. Also new to CORSA is a \$1 million fine arts blanket limit.


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**Motion:** to safeguard the integrity of the historical Courthouse and amend the County’s insurance coverage to reproduction cost, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.


 10:01 AM

**IN THE MATTER OF  
2017 BUDGET  
COMMON PLEAS COURT**

 10:03 AM


Jewel Gallon, Court Administrator, appeared before the Board to discuss the 2017 budget. Ms. Gallon advised she is worried about the attorney fees being enough. The jury fees line only has \$9.00 left for this year and that is another one she is worried about.

**IN THE MATTER OF  
2017 BUDGET  
DEPARTMENT OF JOB & FAMILY SERVICES**

 10:06 AM

Kate Offenberger, Director, and Melissa Herrington, Fiscal Officer, of the Department of Job & Family Services appeared before the Board to discuss the 2017 budget. Ms. Offenberger advised the foster care fund has changed. There are 6 children in care. Ms. Offenberger explained where these children get placed. Most of these children in foster care are not eligible for the IV-E eligible costs. We have not seen the kids with drug involved parents in our custody luckily we have been able to put them with other family members. Ms. Offenberger advised the Kinship Care Program has been reduced, but when new staff is trained, this program will be restarted. Ms. Offenberger advised she added a 2% raise for her employees. The grants for kinship will not be here in 2017 along with the adult protective grant. Ms. Offenberger advised that she does have some title XX money left that can be used in another county.

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 10:23 AM


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

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

Motion carried on unanimous vote.

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Natalie Witts, Deputy Auditor Brittany Tangler, Deputy Auditor	Auditor	IRS Workshop	Zanesville, OH	12/15/16	\$100.00
Thelma Ebling, Chairperson Robyn Sutton, Board Member John Barnett, Board Member Jeff Mangun, Board Member Bobbie Jo Tinlin, Office Clerk Vickie Reed, Director Amanda Tubaugh, Deputy Director	Board of Election	Ohio Association of Elected Officials	Columbus, OH	11/11/17-11/13/17	\$1,050.00
Tom White, Commissioner	Commissioners	HARCATUS	New Philadelphia, OH	12/7/16	\$30.24
Kate Offenberger, Director	DJFS	PCSAO Executive Mtg	Columbus, OH	12/1/16-12/2/16	\$200.00
Kate Offenberger, Director	DJFS	CDDA Mtg	Fairfield County, OH	12/6/16	\$0.00
Kate Offenberger, Director	DJFS	OJFSDA Executive & General Session	Columbus, OH	12/8/16-12/9/16	\$200.00
Kate Offenberger, Director Carey Birney, QC/Trainer Lorie Cline, ERS Supervisor	DJFS	C8 Directors & Administrators	Marion County, OH	12/20/16	\$60.00


 10:23 AM

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

Motion carried on unanimous vote.

FUND	FROM	TO	AMOUNT
	NAME	NAME	
	CODE	CODE	
General Fund	Other Expenses	Travel- Auditor	\$1,135.00
General Fund	Supplies	Travel – Auditor	\$1,053.00
General Fund	Salaries-Clerks & Judges	Travel	\$1,150.00
General Fund	Salaries – Employees	Equipment	\$3,000.00
Atwood Lodge	Equipment	Employee Salaries	\$8,000.00
Atwood Lodge	Equipment	PERS	\$3,000.00
Atwood Lodge	Equipment	M/M	\$200.00


 10:28 AM

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

 10:28 AM


Josh Long, Interim Dog Warden, filed his report for the week of November 20, 2016 through November 26, 2016 showing 4 dogs impounded, 1 adopted out, 1 redeemed, 0 euthanized, 0 citation(s) for no license, and 1 citation(s) for running at large.

**IN THE MATTER OF  
COMMISSIONERS' OFFICE  
CCAO WINTER CONFERENCE**

 10:29 AM

Commissioner Wirkner advised that Sunday through Tuesday, December 4-6, 2016 two members of the Board will be attending the annual CCAO Winter Conference in Columbus. There will not be a Commissioners' meeting on Monday, December 5, 2016.

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

 10:29 AM

Commissioner Wirkner advised the office of the Prosecuting Attorney filed the October 2016 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  
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)  
ROVER PIPELINE LLC**

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

1. Rover Pipeline, LLC for 10 road core bores in Orange Township, Azalea Road;

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


Motion carried on unanimous vote.

 10:30 AM

**IN THE MATTER OF  
TEMPORARY ROAD CLOSING**

**Motion:** to approve closing Perron Rd (TR 360) to traffic 0.8 miles west of its intersection with Germano Road (SR 9) in Lee Township on November 21, 2016 for the purpose of replacing a collapsed culvert over Long Creek; the road will closed for approximately thirty (30) day, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:31 AM

**IN THE MATTER OF  
REQUEST FOR FUNDS  
WATER POLLUTION CONTROL LOAN FUND/HSTS PROGRAM**

**Motion:** to approve a request for funds in the amount of \$1,300.00 from the Environmental Protection Agency of the State of Ohio, for the Water Pollution Control Loan Fund, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:32 AM

**IN THE MATTER OF  
REQUEST FOR FUNDS  
COMMUNITY HOUSING IMPACT & PRESERVATION GRANT (CHIP FY15)**

**Motion:** to approve a request for funds in the amount of \$33,100.00 from the Ohio Development Services Agency, Office of Community Development, for the CHIP FY15 Grant #B-C-15-1AJ-2, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:33 AM

**IN THE MATTER OF  
PROSECUTOR OPINION**

**Motion:** to send the Agreement with Guardian to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:34 AM

**IN THE MATTER OF  
RELEASE 100% PERFORMANCE BOND  
DJFS WALKWAY & HANDRAIL REPLACEMENT PROJECT**

**Motion:** to release the 100% Performance Bond with T-N-T Tabler Construction Corporation for the Department of Job & Family Services Walkway & Handrail Replacement Project, due to the project being completed satisfactorily as recommended by Ed Eick, Maintenance Supervisor, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.


Motion carried on unanimous vote.

 10:35 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 Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 10:39 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 and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

**COUNTY:** Ohio Court Reporters Association \$125.00, National Court Reporters \$270.00, Quill \$119.40, Harris \$1,533.50, USPS Stamp Fulfillment \$579.90, AEP \$149.13, Nickles Bakery \$408.15, Janice Leggett \$133.92


**DJFS:** None

 10:39 AM

**IN THE MATTER OF  
TEMPORARY RECESS**


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

Motion carried on unanimous vote.

 10:39 AM


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Board members reconvened at  3:00 PM

**IN THE MATTER OF  
2017 BUDGET  
CARROLL COUNTY VOLUNTEER FIRE DEPARTMENT**

 3:00 PM

Jack Swinehart, Chief of the Carroll County Volunteer Fire Department, appeared before the Board to discuss the 2017 budget. Commissioners reviewed the reports Mr. Swinehart provided. Mr. Swinehart thanked the Commissioners for all of their support. Commissioner White thanked Mr. Swinehart for everything he does. Mr. Swinehart asked how the County budget looked. Commissioner Wirkner advised he has a meeting next week with the Auditor and right now it is looking better. The income is down for the County, but the budget should be sound.

**IN THE MATTER OF  
LEASE AGREEMENT  
CARROLL COUNTY VOLUNTEER FIRE DEPARTMENT**


 3:11 PM

Jack Swinehart, Chief of the Carroll County Volunteer Fire Department, appeared before the Board to discuss the Lease Agreement with Carroll County. This agreement covers the grounds and building for five years. Janice Leggett, Clerk Supervisor, advised that the only insurance the County has for the department is on the building and the trucks. It does not cover the contents of the building and the equipment on the trucks. Mr. Swinehart advised that most of the equipment is less than the \$2,500 deductible. The compressor that fills the air bottles is in the building which is about \$15,000. Commissioner White advised maybe he should have an inventory done. Ms. Leggett advised she wanted to make sure everyone was on the same page with this agreement.


**IN THE MATTER OF  
PROSECUTOR OPINION**

**Motion:** to send the Agreement with the Carroll County Volunteer Fire Department to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Robert E Wirkner and Vice President Thomas R White; NEY: None; ABSENT: Commissioner Jeffrey L Ohler; ABSTAIN: None, **Moved by** Vice President Thomas R White, **Seconded by** President Robert E Wirkner.

Motion carried on unanimous vote.

 3:14 PM

**IN THE MATTER OF  
2017 BUDGET  
CORONER**


 3:16 PM

Dr. Mandal Haas, Coroner, appeared before the Board to discuss the 2017 budget. Dr. Haas advised he is in decent shape. There have been 2 murders, 5 suicides and 2 drug overdoses this year. Thankfully, we haven't had nearly as many overdoses as our neighboring counties. Commissioner White asked what morgue supplies are. Dr. Haas advised that they are body bags. Dr. Haas advised the morgue cooler needed fixed this year. He explained this line of work is more unpredictable than most. Fortunately, we have done pretty well this year. Commissioner White thanked Dr. Haas for all he does. Dr. Haas advised he will get a pay raise this year, so that salary line will change.

**IN THE MATTER OF  
ADJOURN**

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

Motion carried on unanimous vote.

 3:27 PM

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  
Absent  
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