

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

**IN THE MATTER OF  
PLEDGE OF ALLEGIANCE**

 9:02 AM

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

**IN THE MATTER OF  
RECORDINGS OF PROCEEDINGS**

 9:03 AM

Christopher R. Modranski, Assistant Clerk I, 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 23, 2015, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:03 AM

**IN THE MATTER OF  
BOARD MEETING ATTENDANCE**

 9:03 AM

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

**IN THE MATTER OF  
EXPENSES**

**Motion:** to approve the following travel and membership expenses, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; 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)
David Reece, Member Robyn Sutton, Member, Amanda K. Tubaugh, Director Vickie Reed, Deputy Director Valerie Gardner, Clerk Pauline Jones, Clerk	Board of Elections	Ohio Association of Election Officials – 2016 Winter Conference	Columbus, OH	1/13/15-1/15/15	\$2,705.00
Robert E. Wirkner, Commissioner Thomas R. White, Commissioner Janice E. Leggett, Clerk Supervisor	Commissioners	CCAO Winter Conference	Columbus, OH	12/6/15- 12/8/15	\$900.00
Thomas R. White, Commissioner	Commissioners	MCJAS	Canton South, OH	Retroactive to 11/24/15	\$34.50
Thomas R. White, Commissioner	Commissioners	HARCATUS	Dennison, OH	Retroactive to 11/25/15	\$34.50
Glenn Enslin, Director	Economic Development	EODA Meeting	Lore City, OH	Retroactive to 11/13/15	\$80.00
Glenn Enslin, Director	Economic Development	Sustainable Shale Communities	Zanesville, OH	Retroactive to 11/17/15	\$110.00
Diane Duncan, Caseworker	DJFS	Home Visit	Summit Cty., OH	12/16/15	\$0.00
Douglas C. Bettis, Court Reporter	Common Pleas Court	Ohio Court Reporters Association	Membership	11/30/15	\$125.00
Douglas C. Bettis, Court Reporter	Common Pleas Court	National Court Reporters Association	Membership	11/30/15	\$270.00
Dominick E. Olivito, Jr., Judge	Common Pleas Court	Ohio Association of Domestic Relations Judge	Membership	11/30/15	\$200.00
Dominick E. Olivito, Jr., Judge	Common Pleas Court	Ohio State Bar Association	Membership	11/30/15	\$305.00

 9:03 AM

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

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

Motion carried on unanimous vote.

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
County General	Equipment	0130-A002-B04.040	Travel	0130-A002-B10.050	\$1,000.00
Public Assistance	Unemployment Comp	0320-H000-H17.000	Purchase of Service	0320-H000-H33.000	\$10,000.00
Public Assistance	Workers' Comp	0320-H000-H13.080	Purchase of Service	0320-H000-H33.000	\$7,728.92
Public Assistance	Workers' Comp	0320-H000-H32.080	Purchase of Service	0320-H000-H33.000	\$2,387.49
Public Assistance	Allocation Adjust	0320-H000-H37.000	Purchase of Service	0320-H000-H33.000	\$2,917.27
Law Library	Contract/Services	0245-S045-S05.000	Publications	0245-S045-S07.000	\$3,000.00
Law Library	Other Expenses	0245-S045-S15.000	Publications	0245-S045-S07.000	\$262.39

 9:04 AM

**IN THE MATTER OF  
REPORT OF COUNTY DOG WARDEN** 9:05 AM

Laura Gibson, Interim Dog Warden, filed her report for the week of November 23 through November 28, 2015 showing 4 dogs impounded, 4 adopted out, 4 redeemed, 0 euthanized, 0 citation(s) for no license, and 1 citation(s) for running at large.

**IN THE MATTER OF  
2015 COUNTY AUCTION  
PROCEEDS** 9:05 AM

Commissioner Wirkner advised that the proceeds from the County Auction held Thursday, October 29, 2015 were \$9,729.00 before expenses which is an increase of \$3,190.00 from last year.

**IN THE MATTER OF  
REQUEST FOR RELEASE OF FUNDS (RROF)  
CHIP FY15 GRANT**

**Motion:** to approve the Board President to sign the Request for Release of Funds (RROF) and Certification for Federally Funded State Projects for the CHIP FY15 Grant, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:06 AM**IN THE MATTER OF  
LEASE AGREEMENT – JOSEPH ASSET MANAGEMENT COMPANY, LLC  
PARKING SPACE**

**Motion:** to approve a lease agreement by and between the Carroll County Commissioners and Joseph Asset Management Company, LLC for a parking space in the NW corner of Lot 41, Atkinson 1<sup>st</sup> Addition, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:07 AM**IN THE MATTER OF  
RELEASE OF ROAD BOND  
RANGE RESOURCES – APPALACHIA, LLC**

**Motion:** to release the \$25,000.00 road bond #014046501 filed by Range Resources – Appalachia, LLC, said work completed and the County Engineer finding no damage to same, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:08 AM**IN THE MATTER OF  
RELEASE OF ROAD BOND  
RANGE RESOURCES – APPALACHIA, LLC**

**Motion:** to release the \$50,000.00 road bond #33BSBBN5350 filed by Range Resources – Appalachia, LLC, said work completed and the County Engineer finding no damage to same, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:09 AM**IN THE MATTER OF  
OHIO PUBLIC WORKS COMMISSION  
REQUEST FOR DISBURSEMENT**

**Motion:** to approve a Disbursement Request Form and Certification for the Ohio Public Works Commission for the Folsam Rd Bridge CEN-T147A-1058 Replacement CN26S in the amount of \$32,580.00, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:10 AM**IN THE MATTER OF  
OHIO PUBLIC WORKS COMMISSION  
REQUEST FOR DISBURSEMENT**

**Motion:** to approve a Disbursement Request Form and Certification for the Ohio Public Works Commission for the Avon Rd Bridge No. Fox-C12-0078 Replacement & CR 12 Resurfacing. CN12S in the amount of \$47,261.34, **Action:** Vote was recorded as follows: YEA: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:12 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: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

 9:14 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: Vice President Robert E Wirkner and Commissioner Thomas R White; NEY: None; ABSENT: President Jeffrey L Ohler; ABSTAIN: None, **Moved by** Commissioner Thomas R White, **Seconded by** Vice President Robert E Wirkner.

Motion carried on unanimous vote.

**COUNTY:** Fairfield Information Services, \$6,616.00; GPS, \$654.50; Diamond T Fencing, \$2,072.00; County Treasurer Association of Ohio, \$843.44; Staples, \$666.75; Serversim, \$758.00; Serversim, \$312.75.

**DJFS:** Latasha Bain, \$525.00; Cincinnati Bell Distance, Inc., \$1,533.08.

 9:14 AM

**IN THE MATTER OF  
REPAIRS / MAINTENANCE  
COUNCIL ON AGING, INC.**

 9:14 AM

Sue Henderson, Director/Coordinator, Council on Aging, Inc. appeared before the Board to discuss the need for a new roof on the entire Friendship Center building. Ms. Henderson advised Ed Eick, Maintenance Supervisor, inspected the roof and determined it is at the end of its life. Ms. Henderson collected two quotes for the roof replacement and they are as follows: Paul Moody \$41,900.00 (shingle roof) and Aaron L. Miller Construction, \$29,750.00 (metal roof). Ms. Henderson also warned the Board that one of the heating units will need to be replaced in the near future as it is coming to the end of its life as well. Ms. Henderson advised she has a quote from Henry Heating and Cooling in the amount of \$11,215.00 for the replacement. Ms. Henderson advised she would be able to share part of the cost for the projects but cannot completely fund them. Commissioner Wirkner advised he would like to hear from Mr. Eick to see if he thought the roof would make it through winter. Commissioner Wirkner advised when the roof gets replaced the Commissioners would take care of the bidding process. Commissioner Wirkner asked Ms. Henderson to join Mr. Eick at the December 10, 2015 Commissioners' meeting to further discuss the roof replacement.

**IN THE MATTER OF  
GRANT RESOURCE  
ECIVIS**

 9:24 AM

The Board listened to a webinar presentation from eCivis about their grant search program. The presentation was hosted by Janice Leggett, Clerk Supervisor, Commissioners, and those partaking in the presentation were Commissioner Robert E. Wirkner, Commissioner Thomas R. White, Sue Henderson (Council on Aging), Amy Campbell (Health Department), Melissa Herrington (DJFS), Christopher Modranski (Commissioners), Nancy Schaar (Free Press Standard) and Sara Klein (News Leader). The presentation gave an overview of how the program works. Those in attendance agreed that the program would be useful to them. The Board learned the cost would be \$6,650.00 per year for 5 users and \$3,675.00 per year for 2 users. Mrs. Leggett advised the Commissioners' Office could host the program and those departments interested could come to the conference room to research/apply for grants. Commissioner Wirkner advised the Board will inquire of other departments to see about interest and funding.

**IN THE MATTER OF  
2016 BUDGET  
ECONOMIC DEVELOPMENT**

 10:05 AM

Tait Carter, Assistant Director, Economic Development, appeared before the Board to discuss the 2016 budget. Ms. Carter reviewed her budget by each line item. She advised she lowered the salary line from \$80,000.00 to \$50,000.00 due to the fact that Glen Enslin, Director, is working part-time rather than full-time. Ms. Carter advised the Equipment line would increase by \$11,000 and the Supply line by \$2,000 both in preparation for a possible office relocation. Commissioners discussed possible locations for the relocation of the Economic Development office.

**IN THE MATTER OF  
2016 BUDGET  
PUBLIC DEFENDER**

 10:27 AM

Stephen Kandel, Public Defender, appeared before the Board to discuss the 2016 budget. Mr. Kandel advised he doesn't feel the need for a 3 percent raise and reduced the Salary line from \$115,000.00 as previously requested in July, 2015 to \$112,000.00. Mr. Kandel advised he personally provides the Public Defender's office space. He has no issues with that but last year received pretty high utility bills because of the extra use. Mr. Kandel would like to reallocate \$800.00 from Investigator Services, Witness Expense and Transcripts to a utilities line or rent line to be used to pay part of the utilities. Commissioner Wirkner will speak with the Auditor to see if this is feasible.

**IN THE MATTER OF  
ADJOURN**

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

Motion carried on unanimous vote.

 10:38 AM

Carroll County Commissioners

/s/Christopher R. Modranski  
Christopher R. Modranski, Assistant Clerk I  
(PREPARED BY)

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

Absent 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