

Present: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner.
Also present to observe: Thomas Clapper, Free Press Standard.

IN THE MATTER OF
PLEDGE OF ALLEGIANCE

 1:30 PM

Commissioner Leggett asked that everyone join in the reciting of the Pledge of Allegiance.

IN THE MATTER OF
ROLL CALL / BOARD MEETING ATTENDANCE

 1:31 PM

Commissioner Wirkner: Present; Commissioner Modranski: Present; Commissioner Leggett: Present

IN THE MATTER OF
RECORDINGS OF PROCEEDINGS

 1:31 PM

Eva N. Johnson, 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, December 1, 2025, and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:31 PM

IN THE MATTER OF
EXPENSES

Motion: to approve the following travel and membership expenses:

NAME, TITLE	DEPT.	EVENT	LOCATION	DATE	AMOUNT (not to exceed)
Lynda Wickline, RPC/ED Director	RPC/ED	CCAO Winter Conference	Columbus, OH	Revised 12/02/25- 12/05/25	\$850.00

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:31 PM

IN THE MATTER OF
APPROPRIATION(S)

Motion: to approve the following appropriation(s):

FUND	NAME	CODE	AMOUNT
80278	Workers Comp Fund	80278-99999-51080	\$33,525.00
40041	Issue II Contract Services	40041-31366-53300	\$337,445.42
40041	Issue II Contract Services	40041-31366-53300	\$125,686.66
20710	Contracts – Services	20710-51400-53300	\$25,000.00
20978	Salaries	20978-51633-50020	\$10,135.16
20993	Consultant/Contract/Phone	20993-51646-53300	\$540.00
20030	Advance Out	20030-51310-59250	\$10,675.16
20745	Publications – Law Library Resources Fund	20745-12245-53324	\$2,255.00
20945	Administration – Commissioners – Brownfield Remediation Grant	20945-11001-56001	\$965.00

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:31 PM

IN THE MATTER OF

APPROPRIATION AMENDMENT(S)

Motion: to approve the following appropriation amendment(s):

FROM			TO		AMOUNT
FUND	NAME	CODE	NAME	CODE	
10000	Salaries – Need Defined	10000-12170-50021	Tools – Equipment	10000-12170-54440	\$4,000.00
10000	Fees – Juror	10000-12170-52002	Tools – Equipment	10000-12170-54440	\$500.00
10000	Fees – Witness	10000-12170-52003	Tools – Equipment	10000-12170-54440	\$600.00
10000	Professional and Technical Services – Moody Avenue Annex	10000-11026-53340	Professional and Technical Services – Commissioners	10000-11001-53340	\$1,175.00

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:32 PM

IN THE MATTER OF
TRANSFER OF FUNDS

Motion: to approve the following transfer of fund(s):

FUND	CODE (FROM)	CODE (TO)	AMOUNT
20030	20030-51310-59250	20993-51646-49850	\$540.00
20030	20030-51310-59250	20978-51633-49850	\$10,135.16

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:32 PM

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 Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:32 PM

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:
COUNTY: Robertson’s Building Center, \$120.41; Auto Services & Controls, \$2,119.75; Keister Plumbing & Heating Inc, \$300.00; Modern Auto & Truck Parts LLC, \$209.97; CSG Solutions LLC, \$979.24; Nicholas Construction and Remodeling, \$39,820.00; Stover, Robert, \$1,337.00; Ruts CG LLC, \$15,960.00; DTN, \$3,472.56; Postmaster, \$126.00.
DJFS: Coding Clarified LLC, \$5,999.00; Grove Refrigeration Inc, \$1,298.00.

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:32 PM

IN THE MATTER OF
REPORT OF COUNTY DOG WARDEN

 1:33 PM

Merle Long, Dog Warden, filed his report for the week of November 30, 2025 to December 6, 2025 showing 2 dogs impounded, 0 adopted out, 2 redeemed, 0 euthanized, 0 citation(s) for no license, 0 citation(s) for running at large, and 0 citation(s) for violating rabies quarantine.

IN THE MATTER OF

PROCLAMATION
MITCHELL TASKER

 1:33 PM

Commissioner Wirkner advised there is a special guest in attendance for the meeting. Commissioner Wirkner asked Mitchell Tasker and his parents, Wendi Tasker and Scott Tasker to stand while he read the proclamation. Commissioner Wirkner read the proclamation. Commissioner Wirkner advised that hopefully we have a first responder in the making.

Motion: to adopt a proclamation recognizing Mitchell Tasker for his heroic actions on November 4, 2025, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:36 PM

IN THE MATTER OF
EMERGENCY SERVICES APPRECIATION

 1:37 PM

Commissioner Wirkner advised it was time for the Emergency Services Appreciation ceremony. In attendance for the ceremony were the following: Kolby Tullis, Perry Township Fire Department; Bill Wells, Carrollton Village Fire Department; Joe Imburgia, Atwood Rangers; Tim Timberlake, Carrollton Police Department; Sgt. William Bower, Ohio State Highway Patrol; Lt. Johnnie Maier, Ohio State Highway Patrol; Calvin Graham, Carroll County Sheriff; Scott Cartwright, Wildlife Officer; Casey Kuester, Carroll County Sheriff’s Deputy; Rick Anderson, Muskingum Watershed Conservancy District; Dustin Lucas, Carroll County EMA and Dellroy Fire Department; Tom Cottis, Carroll County EMA; Josh Baker, Augusta Township Volunteer Fire Department; Kolten Witts, Sherrodsville Volunteer Fire Department; Judge Michael Repella, Carroll County Common Pleas; Judge Gary Willen, Carroll County Municipal Court; Judge Sean Smith, Carroll County Common Pleas Court – Juvenile Division; Patti Oyer, Carroll County Recorder; and Staci Brady, Carroll County Auditor. Representatives from the Great Trail Fire District, Amsterdam Volunteer Fire Department, Loudon Township Volunteer Fire Department, Leesville Volunteer Fire Department, EMT Ambulance, and Regional EMS were not in attendance due to their work schedules. Commissioner Wirkner advised that Casey Kuester, Carroll County Sheriff’s Deputy, Sean Mullen, Carroll County Sheriff’s Deputy, and Dustin Lucas, Carroll County EMA Assistant Director all helped contribute to the design of the 2026 Emergency Services Appreciation challenge coin. Commissioner Wirkner thanked the businesses, organizations, and anonymous donors that sponsored the challenge coins. Commissioner Wirkner recognized the businesses that employ and support Carroll County’s volunteer emergency service personnel. Commissioner Wirkner presented the coins to each representative.

IN THE MATTER OF
MONTHLY REPORT – NOVEMBER 2025
SHERIFF’S OFFICE

 1:49 PM

Commissioner Leggett advised that Sheriff Calvin Graham filed his report for the month of November 2025 showing 1,122 meals served and 123 washes complete. A copy of the report is on file in the Commissioners’ office.

IN THE MATTER OF
MONTHLY REPORT – NOVEMBER 2025
CHILD SUPPORT ENFORCEMENT AGENCY

 1:50 PM

Commissioner Leggett advised the office of the Prosecuting Attorney filed his report for November 2025 for the Carroll County Child Support Enforcement Agency. There was a total of 997 open, active cases. A copy is on file in the Commissioners’ office.

IN THE MATTER OF
MONTHLY REPORT – NOVEMBER 2025
RECORDER’S OFFICE

 1:50 PM

Recorder Patricia Oyer filed her report through November 2025 indicating 6,155 documents recorded to date for 2025. A copy is on file in the Commissioners’ office.

IN THE MATTER OF
MONTHLY CONVEYANCE REPORT – NOVEMBER 2025
AUDITOR’S OFFICE

 1:50 PM

Commissioner Leggett advised the office of the Auditor filed her report of conveyances and fees for November 2025. A copy is on file in the Commissioners’ office.

MONTHLY RECONCILIATION REPORT – OCTOBER 2025
AUDITOR’S OFFICE

 1:50 PM

Commissioner Leggett advised that in accordance with Ohio Revised Code (ORC) 319.15, the Auditor has provided the monthly financial statement for the month of October 2025. A copy is on file in the Commissioners’ office.

IN THE MATTER OF
PERMIT FOR THE USE OF COUNTY HIGHWAY RIGHT OF WAY(S)
EAP OHIO, LLC

Motion: to approve permits for the use of the following county highway right of way(s) as recommended by the County Engineer:
1. CESO, Inc. to set up video cameras for traffic counts at three intersections in Section 22, Section 23, Section 28, and Section 29 of Washington Township, Cobbler Road (CR 71),

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:51 PM

IN THE MATTER OF
RELEASE OF PERFORMANCE BOND
2025 RESURFACING PROJECT, H-1-2025

Motion: to release the performance bond of Superior Paving & Materials, Inc. for the 2025 Resurfacing Project, H-1-2025, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:51 PM

IN THE MATTER OF
JFS – VARIOUS CONTRACTS

Motion: to approve the following contract for Job and Family Services as recommended by Jennifer Burns, Director:

PROVIDER	EFFECTIVE DATE	AMOUNT	SERVICE	TYPE	STATUS	DATE SIGNED
Jefferson County Educational Service Center	10/01/25-09/30/26	\$79,400.00	Adult Education and Workplace Training	Service	Renewal	11/25/2025
Redemption House	01/01/26-12/31/27	\$400,000.00	Placement for Foster Children	Service	Renewal	12/02/2025
Ohio Mentor, Inc.	01/01/26-12/31/27	\$300,000.00	Placement for Foster Children	Service	Renewal	12/02/2025
Multi-County Juvenile Attention System	01/01/26-12/31/27	\$310,000.00	Placement for Foster Children	Service	Renewal	12/03/2025

Action: Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:52 PM

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
GENERAL TRADES – CHANGE ORDER #13

 1:53 PM

Commissioner Leggett advised that change order #13 is for the elimination of landscaping (\$7,000.00) and the elimination of window film (\$2,100.00) due to windows being abated and removed during phase one instead of a future phase.

Motion: to approve change order #13 in a credit amount of \$9,100.00 for the Moody Avenue Renovation Project, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** President Donald E. Leggett II, **Seconded by** Vice President Christopher R. Modranski.
Motion carried on unanimous vote.

 1:54 PM

IN THE MATTER OF

2024 WPCLF/HSTS PROJECT 2024-03
CHANGE ORDER NO. 1

 1:54 PM
Commissioner Leggett advised that the change order is due to the grey water connection being omitted from the original specs. The pipe for the grey water will need to be run from the opposite side of the house and under the driveway to be connected to the new tank.

Motion: to approve change order no. 1 for the Water Pollution Control Loan Fund Project 2024-03 to increase the contract price in the amount of \$2,500.00 for the addition of grey water pipe; the original contract price was \$13,500.00 and the change order increases the contract price to \$16,000.00; there is no change to the contract time, **Action:** Vote was recorded as follows:
YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski. Motion carried on unanimous vote.
 1:55 PM

IN THE MATTER OF
FY 24 BUILDING DEMOLITION AND SITE REVITALIZATION PROGRAM
PACKAGE A – CHANGE ORDER NO. 1

 1:55 PM
Commissioner Leggett advised that the change order is to finish the Hale Properties site with limestone rather than grade and seed.

Motion: to approve change order no. 1 for Package A of the FY24 Building Demolition and Site Revitalization Program in the amount of \$3,870.00; the original contract price was \$22,800.00 and the change order increases the contract price to \$26,670.00; there is no change to the contract time, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner. Motion carried on unanimous vote.
 1:55 PM

IN THE MATTER OF
PROSECUTOR OPINION

Motion: to send the contract for the Carroll County Demolition and Site Revitalization Program Package B to the Prosecutor for his review for form and function, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Robert E. Wirkner, **Seconded by** Vice President Christopher R. Modranski. Motion carried on unanimous vote.
 1:56 PM

IN THE MATTER OF
CLERKS REPORT

 1:56 PM
April Mayle, Assistant Clerk I appeared before the Board to advise residents that the Carrollton Masonic Lodge #124 in conjunction with Carroll County Caring Hands will host Cookies and Crafts with Santa on December 13, 2025, from 10:00 a.m. to 12:00 p.m. at 75 3rd Street NE. There will be hot chocolate, cookies, crafts, and pictures with Santa.

IN THE MATTER OF
WINTER CONFERENCE

 1:57 PM
Commissioner Wirkner advised that the 2025 Winter Conference provided a lot of good information. Commissioner Leggett agreed.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING

 1:57 PM
Commissioner Leggett gave an update on renovations at the courthouse annex building.

IN THE MATTER OF
OHIO DEPARTMENT OF TRANSPORTATION BUILDING

 1:58 PM
Commissioner Leggett advised the Ohio Department of Transportation Building was transferred to the County on Friday, December 5, 2025.

IN THE MATTER OF

ADJOURN

Motion: to adjourn, **Action:** Vote was recorded as follows: YEA: President Donald E. Leggett II, Vice President Christopher R. Modranski, and Commissioner Robert E. Wirkner; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Christopher R. Modranski, **Seconded by** Commissioner Robert E. Wirkner.
Motion carried on unanimous vote.

 1:58 PM

PREPARED BY:
/s/ Eva N. Johnson
Eva N. Johnson, Assistant Clerk II

We hereby certify the foregoing to be true and correct.
/s/ Melissa N. Schaar
Melissa N. Schaar, Clerk
/s/ Donald E. Leggett II
Donald E. Leggett, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY
/s/ Donald E. Leggett II
Donald E. Leggett, President
/s/ Christopher R. Modranski
Christopher R. Modranski, Vice President
/s/ Robert E. Wirkner
Robert E. Wirkner, Commissioner