

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

IN THE MATTER OF
PLEDGE OF ALLEGIANCE

 9:02 AM
Commissioner Modranski asked that everyone join in the reciting of the Pledge of Allegiance.

IN THE MATTER OF
ROLL CALL / BOARD MEETING ATTENDANCE

 9:03 AM
Commissioner Leggett: Present; Commissioner Wirkner: Present; Commissioner Modranski: Present.

IN THE MATTER OF
RECORDINGS OF PROCEEDINGS

 9:03 AM
April D. Mayle, 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 regular meeting of Thursday, June 4, 2026, and the minutes of the special meeting on June 5, 2026 and electronic recording of the proceedings, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.
Motion carried on unanimous vote.

 9:03 AM

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, Economic Develop Director	Economic Development	Tour of New Philadelphia Economic Development Department	New Philadelphia, OH	6/12/26	\$30.00
Dustin Lucas, EMA Deputy Director	EMA	OH 138: Exercise Design	Medina, OH	6/9/26	\$30.00
Alex Logan, Eligibility Supervisor	JFS	Empower Ohio Regional Workforce Summit	Niles, OH	6/11/26	\$50.00m

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

 9:04 AM

IN THE MATTER OF
APPROPRIATION AMENDMENT(S)

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

FUND	FROM		TO		AMOUNT
	NAME	CODE	NAME	CODE	
20720	Supplies & Materials	20720-51520-54400	Small Tools & Equipment	20720-51520-54440	\$1,500.00

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

 9:04 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 Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner. Motion carried on unanimous vote.

 9:04 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:
COUNTY: Postmaster, \$312.00; J. Green Excavating, LLC, \$7,400.00; Civil & Environmental Consultants, \$19,151.30.
DJFS: None.
Action: Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.
Motion carried on unanimous vote.
 9:04 AM

IN THE MATTER OF
MONTHLY REPORT – MARCH 2026
SHERIFF’S OFFICE

 9:05 AM
Commissioner Modranski advised that Sheriff Calvin Graham filed his report for the month of March 2026 showing 1,405 meals served and 153 washes complete. A copy is on file in the Commissioners’ office.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING
GENERAL TRADES

Motion: to approve change order #16 increasing the amount of the contract by \$7,500.00, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Commissioner Donald E. Leggett II, **Seconded by** Vice President Robert E. Wirkner.
Motion carried on unanimous vote.
 9:05 AM

IN THE MATTER OF
CHIP – SATISFACTION OF MORTGAGE

Motion: to approve a Satisfaction and Release of Mortgage for Dawna Maney and Travis Hockenberry (both single) for their Community Housing Impact and Preservation (CHIP) grant in the amount of \$21,191.00, **Action:** Vote was recorded as follows: YEA: President Christopher R. Modranski, Vice President Robert E. Wirkner, and Commissioner Donald E. Leggett II; NEY: None; ABSENT: None; ABSTAIN: None, **Moved by** Vice President Robert E. Wirkner, **Seconded by** Commissioner Donald E. Leggett II.
Motion carried on unanimous vote.
 9:06 AM

IN THE MATTER OF
CLERK’S REPORT

 9:06 AM
Melissa N. Schaar, Clerk appeared before the Board to remind viewers that in one week from today, Monday, June 15, 2026, the intersection of State Route 171 and Avalon Road (County Road 20) becomes a four-way stop. The intersection has been marked, and the information has been shared to the Commissioners’ Facebook page. Commissioner Modranski advised that the four-way stop is the result of a study conducted by the Ohio Department of Transportation (ODOT) not the Carroll County Engineer. This information is just being shared by the Commissioners’ office to bring awareness to residents.

IN THE MATTER OF
CLERK’S REPORT

 9:06 AM
Melissa N. Schaar, Clerk appeared before the Board to advise viewers that the Carroll County Humane Society and Dr. Judith Childers are sponsoring a Rabies Clinic on Wednesday, June 17, 2026. Ms. Schaar advised that the clinic will be held from 5:30 p.m. to 7:00 p.m. at the Malvern Park and is for dogs, cats, and ferrets. All animals must be caged or leashed and not pregnant. The cost is \$10.00 per animal, and they accept cash or check. Ms. Schaar advised that this information has been shared to the Commissioners’ Facebook page.

IN THE MATTER OF
CLERK’S REPORT

 9:07 AM
Melissa N. Schaar, Clerk appeared before the Board to advise viewers that the Carroll Masonic Lodge will be hosting a Youth Fishing Derby on Saturday, June 20, 2026 from noon to 4:00 p.m. Fishing poles and bait will be provided for the first 50 kids to arrive. Ms. Schaar advised that the information has been shared to the Commissioners’ Facebook page.

IN THE MATTER OF
CYBERSECURITY COMMITTEE

 9:08 AM

Commissioner Wirkner advised that the Cybersecurity Committee has created a document to be added to the Quick Action Plan. Commissioner Wirkner thanked the committee for preparing it. Commissioner Wirkner advised that he met with the Emergency Management Agency (EMA) Director, Tom Cottis, and discussed new Quick Action Plan charts. Commissioner Wirkner advised that now there are offices in the annex building, they need the charts on hand so they can refer to the chart for evacuation plans. Commissioner Wirkner advised that the only difference in the charts for each office is the map and evacuation plan. Commissioner Wirkner advised that as more offices move to the building, the map pages and evacuation plans can be added.

IN THE MATTER OF
COURTHOUSE ANNEX BUILDING

EMA
 9:10 AM

Commissioner Wirkner advised that there is a memo circulating regarding requirements for the Emergency Management Agency (EMA) department. The memo stated that the EMA needed bulletproof glass in their office. Commissioner Wirkner and Tom Cottis, EMA Director, reviewed the EMA requirements and the Federal Emergency Management Agency (FEMA) regulations. Commissioner Wirkner advised that the Emergency Operations Center (EOC) meets all the requirements. Commissioner Wirkner advised that FEMA recommended bulletproof glass, but it is not a requirement. Commissioner Wirkner advised that the generator and fuel tank will get moved to the annex building when the contractor is able to move it. Commissioner Wirkner advised that the current EMA building should be vacated in the next three weeks.

IN THE MATTER OF
COMMISSIONERS OFFICE
ASSISTANT CLERK II POSITION

 9:12 AM

Commissioner Modranski advised that the Commissioners’ office received several applications for the Assistant Clerk II position. Commissioner Modranski advised that the applications were sent to a committee and six were selected for interview. Commissioner Modranski advised that the interviews started this morning and will end on Thursday morning. At that time, the committee will decide if there is a standout individual or if a few applicants will have second interviews to narrow it down. Commissioner Modranski advised that he will then bring a recommendation to the Board.

IN THE MATTER OF
ADJOURN

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

 9:13 AM

PREPARED BY:

/s/ April D. Mayle
April D. Mayle, Assistant Clerk I

We hereby certify the foregoing to be true and correct.
/s/ Melissa N. Schaar
Melissa N. Schaar, Clerk
/s/ Christopher R. Modranski
Christopher R. Modranski, President

BOARD OF COMMISSIONERS OF CARROLL COUNTY

/s/ Christopher R. Modranski
Christopher R. Modranski, President

/s/ Robert E. Wirkner
Robert E. Wirkner, Vice President

/s/ Donald E. Leggett II
Donald E. Leggett II, Commissioner