



**CARROLL COUNTY
GENERAL HEALTH DISTRICT**
Healthy People — Safe Communities

Carroll County General Health District Minutes of the Controlling Board Subcommittee Meeting August 19, 2026

Meeting Location: Carroll County General Health District (Upper Level)
301 Moody Ave. Carrollton 44615

Call to Order: Bernie Heffelbower, President, called the meeting to order at 5:30 p.m.

Roll Call: Dr. Stine, present; Dan Trbovich, present; Bernie Heffelbower, present

Absent:

Staff Present:

Kelly Morris, Health Commissioner

Tina Bernard, Director of Environmental Health

Media:

No Media Present

Guests: None

Bid opening of sealed bids for HSTS Septic Installation/Replacement for the Water Pollution Control Loan Fund (WPCLF) grant program for the following services.

- 1. HSTS/WPCLF Project # 2025-01, 2025-02, 2025-03**
- 2. HSTS/WPCLF Project # 2025-04 and 2025-05**

1. Bids for HSTS/WPCLF Project # 2025-01, 2025-02 and 2025-03

Only one bid was provided for this project. The sealed bid was opened for Project #2025-01-2025-03, from Tim Dayton Excavating. The controlling board accepted the only bid and recommended to award Tim Dayton Excavating the WPCLF project. Motion by Dr. Stine and seconded by Dan Trbovich, vote called by Board President, Yay: All, Nay: none, motion passed.

When sealed bids were opened for Project # 2025-04 - 2025-05, the controlling board noticed that Advanced Excavating and Septic Services had labeled the outside of the sealed envelope incorrectly and the bids were for Project # 2025-01 – 2025-03, not 2025-04 and 2025-05 as the envelope indicated. After lengthy discussion about whether the sealed bid should be thrown out, the controlling board decided to accept the bid for Advanced Excavating and Septic Services for projects 2025-01- 2025-03.

A motion by Dan Trbovich and seconded by Dr. Stine rescinded the original motion to award the bid to Tim Dayton Excavating. President called for vote, Yay: All Nay: none, motion passed.

Bid Summary

Project #	Address	Tim Dayton Excavating	Advanced Excavating and Septic Services, LLC
2025-01	3131 Scio Rd	\$32,000	\$26,100
2025-02	276 Thunder Rd	\$29,000	\$25,900
2025-03	5231 Aurora Rd	\$21,000	\$18,000
Total bid amount		\$82,000	\$70,000

Based on the recommendation of the lowest and best bid, a motion was made by Dan Trbovich and seconded by Dr. Stine to recommend to the Board of Health to award the WPCLF bid to Advance Excavating and Septic Services, LLC for \$70,000 for Project # 2025-01 3131 Scio Rd, 2025-02 276 Thunder Rd and 2025-03 5231 Aurora Rd. President called for vote, Yay: All, Nay, None, motion passed.

2. Bids for HSTS/WPCLF Project # 2025-04 and 2025-05

Two sealed bids were opened for Project # 2025-04 and 2025-05.

Bid Summary

Project #	Address	Tim Dayton Excavating	John Stewart Excavating, LLC
2025-04	2378 Chase Rd	\$21,000	\$18,000
2025-05	9185 Metro Dr.	\$33,000	\$21,420
Total amount		\$54,000	\$39,420

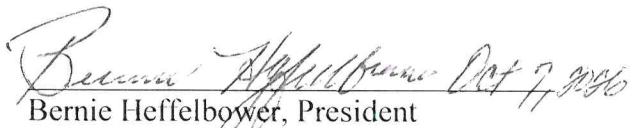
Based on recommendations of the lowest and best bid, a motion was made by Dr. Stine and seconded by Dan Trbovich to recommend to the Board of Health to award the WPCLF bid to John Stewart Excavating, LLC for \$39,420 for Project # 2025-04 2378 Chase Rd and 2025-05 9185 Metro Dr. The President called vote: Yay: All, Nay: none; motion passed.

Adjournment:

Dr. Stine made the motion to adjourn the August 19, 2026, Carroll County General Health District Controlling Board Subcommittee meeting at 5:32 p.m. Ayes: All Nays: None Motion carried.

Respectfully Submitted By:


 Kelly Morris, Board Secretary


 Bernie Heffelbower, President
 Carroll County Board of Health