

**Village of Jacksonville
Council Meeting
August 26, 2015**

Council met in regular session with Anthony McNickle, Mayor presiding with councilman:
Sam Smathers, Butch Chapman, Eric Clift, Richard Keith, Janet Williams, Amber Mayle, Zachary
Saunders Solicitor, Tony McNickle, Joe Nemecek New Solicitor,

Guest: Debbie Metcaf, Travis Donahue, Jessica Donahue
Absent: Chris Sabo absent (Medical), Thomas Rodgers (Work)

Council read July 29, 2015 meeting minutes before the meeting started.

Butch Chapman made a motion to accept meeting minutes with no changes.

2nd by: Sam Smathers

All Ayes

Delinquent Water Report was viewed by Council.

Motion made to accept the delinquent water report as is for August by Butch Chapman

2nd by: Sam Smathers

All Ayes

Council reviewed Fund Status, Revenue Status, Cash Summary by Fund, Bank Reconciliation Report,
and Appropriation Status.

Council reviewed Village worker's Work Sheet.

Mayors Court Financial Statement for July. Total of \$0.00

Motion made by Butch Chapman to accept the financial statement for July 2015.

2nd by: Sam Smathers

All Ayes

No fines collected. No Mayor's court.

Mayors Report: Anthony McNickle

- Movie night at the park was a success.
- The bid on the radio control for the water tower went through. C&L Thornburg got the bid. They will start September 1, 2015. The new water tower has to be finished in 90 days from September 1st.
- The water tower has been cleaned out. Minor grout work will be done to take care of the cracks around the bottom of the tower. EPA approved inspection of the tower.
- Mr. Jeffers with Natural Freedom will be at the park on Mondays from September 21st through November 9th. He will be bringing horses and working with the kids.
- Ten out of thirteen fire hydrants have been fixed. The Village is working on repairs of the other three.
- Tony McNickle is running for Mayor as a write in.

Fiscal Officer: Amber Mayle

- Hours of Operation for the water billing will be Monday – Friday 10am-3pm. First National Bank will continue to accept payments from customers. Customers may also make payments by mail or at Village Hall Monday-Friday 10am-3pm. No cash payments will be accepted by the Village.
- The Village has an account with First National Bank for water deposits. This account is strictly a collection only account. At the end of each month FNB will issue a cashier's check to the Village for the total amount of deposits made to the water account. The cashier's check will then be deposited into the Village's Community Bank account. FNB offers the acceptance of the water payments as a free service. FNB would like the Village to open an account with them to deposit the cashier's checks received from the water deposits.
- Water billing payments will continue to go into the Water Operating appropriation account. The Water Deposit appropriation account is for deposits made from a new customer account.
- The water department has a new phone line with Century link. The package includes 3 phone lines, unlimited long distance and internet. The Village does not need the internet services. We already have internet service. If the Village should need internet services in the future, it is already included in the package with Century Link for \$165 a month. This does not include the monthly fees. There will be an additional charge of \$20 to have each phone number listed in the phone book. The 3rd line will include the telephone and fax for the Fiscal Officer/Water Billing. They bill one month in advance. The month of September's bill will be prorated for end of August and the whole month of September. The new telephone number for the Water Department is (740) 767-2400.
- UAN approved the Village's request to install Ohio Software Services billing software on the UAN computer. (See attached)
- Estimate from Performance Signs for office door labels. \$108.00 for 6 signs. (See attached)
- The State Auditor's office mailed an amendment noting there were additional charges for the posting errors between funds in 2013 and 20104 which impacted the audit. The previous estimate fee was \$8,610.00, the total amount of this amendment \$2,050.00 and the revised fee estimate is \$10,660.00. This amendment needs to be accepted, signed and returned to the State Auditor as soon as possible. (See attached)
- Resolutions Accepting Amounts and Rates need to be passed by Council and returned to the County Auditor's office by October 1st. (See attached) Council and Assistant Fire Chief discussed amounts of levies.
- The Village received, from the IRS, form 688 (Z), Certificate of Release of Federal Tax Lien, stating that form 941, Employer's Quarterly Federal Tax Return, for Tax periods ending 6/30/08, 9/30/08, 12/31/08, 3/31/08, 6/30/09, 9/30/09, 12/31/09 have been satisfied and released.
- Ohio Department of Taxation mailed an Employer Withholding Tax Delinquency Notice stating the State has not received the Village of Jacksonville's 2014 IT 941, Employer's Annual Reconciliation of Income Tax Withheld. Mike Bishop with C&J Taxes filed the 2014 IT 941 for the Village online 08/21/15 at no charge.
- Matt Lauvray visited the Village on Tuesday August 18, 2015. Matt suggested we discuss a plan and time frame for bringing the General Fund out of deficit. Some villages increase the Income Tax up to 1%, which is not required to go on the ballot. Revise 5 year plan and send to matt.
- Solicitor recommended contacting the County Auditor's office for reference to the ODNR and Street Light Funds.
- There will be a Continued Education Training seminar on October 1, 2015 at the Ohio University Inn. The Fiscal Officer is required to attend this meeting. The cost is \$65.00 to register.
- A returned check policy should be put into place for any returned checks received by the Village.
- LEADS (Law Enforcement Automated Data System) closed the Village's account due to the disbanding of the Police Department. (See attached)

Motion made to accept the Resolution Accepting Amounts and Rates, Resolution Number 08262015B made by Butch Chapman
2nd by: Sam Smathers
All Ayes

Motion made to accept the \$65.00 Registration Fee for Fiscal Officer to attend Continued Education Training made by Butch Chapman
2nd by: Eric Clift
All Ayes

Motion made to accept the fees and payments for the new phone line made by Butch Chapman
2nd by: Eric Clift
All Ayes

Motion made to accept the amendment for the additional charges to the State Auditor for reassessment of the audit made by Butch Chapman
2nd by: Sam Smathers
All Ayes

Motion made that any and all returned checks received by the Village of Jacksonville will be charged a \$30 fee made by Sam Smathers
2nd by: Butch chapman

Park Committee

- Councilman Clift received two gift cards to donate to the Park. A Walmart gift card in the amount of \$50.00 and a Kroger gift card in the amount of \$25.00. Food, drinks and paper products were purchased for Movie Night at the Park using these funds. (See attached) The Walmart gift card now has a \$0.07 balance and the Kroger gift card now has a \$0.00 balance.

Old Business

- Council discussed the generosity that the Eagles have shown to the Village and the Fire Department.
- Council and Asst. Fire Chief discussed Fire Contract with Homer Twp.

Other Business

- Guest expressed concern about trash piled up around fire hydrant on State Route 13.
- Debbie Metcalf wants approval from Council to remove the large amount for over read meter of \$2631.90
- The Village will continue to provide meter reading numbers to TTWWTD.
- Debbie Metcalf offered support to the Village, if needed, for the water billing.
- Council discussed road closure and cleanup of the Old Settler's Reunion.
- Council presented an award of thanks to Zach Saunders for a job well done as the Village Solicitor.

New Business

- Order “Fire Department” name plate for door.
- Council discussed putting Trash Contract out for bid. Solicitor expressed that the language of the current contract states that the contract will continue until written notice of termination is provided to the Village. Solicitor recommended contacting the trash company to discuss continuing with the current contract.
- Council and Solicitors discussed properties in the village that need to address grass cutting. Grass cutting fee schedule and placing grass cutting bills on property owner’s taxes were further discussed. Council will research surrounding areas’ grass cutting ordinances for comparison.
- Tony will have debris from 64 E Palmer Street piled up and picked up by the trash company.
- Councilman Smathers suggested approving \$150.00 a month of spending to the Fiscal Officer for office supplies and materials.
- Council discussed security procedures for the Village Water Department.
- The Village has a new permit number for bulk mailing for the Water Department.
- The Mayor suggested getting gravel for Brown Alley as well as clearing the trees from Brown Alley.
- The Mayor suggested turning Brown Alley and Brown Road into a One Way Street coming down from State Route 13. Mayor will work on getting the One Way Street signs.
- The Mayor and Council discussed purchasing miscellaneous tools for the Village.
- The Village will need to keep inventory of tools.

Butch Chapman made a motion to allow Debbie Metcalf to take water customer’s account back to \$118.00 due to reading inaccuracy.

2nd by: Eric Clift

All Ayes

Motion made by Sam Smathers to allow \$150.00 a month for office supplies to be spent by Fiscal Officer, if needed.

2nd by: Butch Chapman.

All Ayes

Motion made to turn Brown Road and Brown Alley into a One Way Street coming down from State Route 13 to Palmer Street by Butch Chapman.

2nd by: Sam Smathers

All Ayes

Motion made for a blanket allocation up to \$500.00 for miscellaneous tools by Butch Chapman.

2nd by: Sam Smathers

All Ayes

Motion made to go into executive session at 8:08pm by Butch Chapman

Butch Chapman Yes

Sam Smathers Yes

Eric Clift Yes

Richard Keith Yes

Joe Nemeč, Zach Saunders & Janet Williams were invited into Executive Session.

Out of executive session at 8:34pm made by Butch Chapman
Butch Chapman Yes
Sam Smathers Yes
Eric Clift Yes
Richard Keith Yes

Councilman Rodgers joined the Council meeting.

Motion made to accept Solicitor Zach Saunders' resignation as of August 26, 2015 made by Butch Chapman
2nd by: Sam Smathers
All Ayes

Motion made to hire Joe Nemecek as the Solicitor for the Village of Jacksonville at the same compensation as the previous Solicitor with contract pending made by Butch Chapman
2nd by: Sam Smathers
All Ayes

Fire Department: Brad Lowery Asst. Chief

- Discussed concerns about building payment and funding.
- Council and Assistant Fire Chief further discussed options for additional funding.
- Asst. Fire Chief Brad will get quotes for updating lights on the outside of the Fire House and street lights at the Park.
- Council and Asst. Fire Chief discussed street light poles being replaced.
- Fire Department lost the bid on the Athens Fire Department truck.
- Fuel tanks are wired up.
- Florescent light was put up by fuel tanks.
- Asst. Fire Chief recognized Village worker, Todd Smith, for doing a tremendous job hanging the florescent light.
- Council and Asst. Fire Chief discussed shut off valve for the Fire Department's gas line.
- Fire Dept. will be working on rewiring the sirens on the fire trucks.
- Asst. Fire Chief is working with the Eagle Scouts to get the true LMI (Labor Market Information) of the Village. The Eagle Scouts will do this as a project. The true LMI of the Village will determine if the Village is poverty stricken. This project would be presented to Judge McCarthy. Once Judge McCarthy approves the project, the eagle scouts can then begin going door to door with forms for the residents to fill out.
- Asst. Fire Chief gave thanks to the Village for getting the all fire hydrants fixed.
- Asst. Fire Chief asked that the fire hydrant by the church be checked for no flow.
- The flows on all the hydrants have been done. They all have good flow.
- Eagle Scouts painted all the hydrants.
- Residents are continuing to express their appreciation to the Fire Department for offering help during power outage.

Butch Chapman made a motion to suspend the rules for an emergency ordinance to allow the Fire Department to spend up to \$20,000.00 of appropriated money from the Fire Fund on a fire truck.
2nd by: Eric Clift
All Ayes

Motion made to pass Ordinance 08262015A as an emergency to allow Fire Department to spend up to \$20,000.00 from previously appropriated fund on fire truck(s) made by Butch Chapman.

2nd by: Sam Smathers

All Ayes

Make motion to buy Name Plates for Door for Clerk of Courts, Fiscal Officer, Water Department and Fire Department made by Butch Chapman

2nd by: Sam Smathers

All Ayes

Motion was made by Butch Chapman to pay certain bills to the extent that funds are available.

2nd: Sam Smathers

All Ayes

Motion made to adjourn council meeting by Butch Chapman

2nd: Sam Smathers

All Ayes