

**Village of Jacksonville Council Meeting**  
**May 16, 2017**  
**6:30 PM**

The Village of Jacksonville met in regular session with Mayor McNickle presiding. Council members present were Eric Clift, Butch Chapman, Sam Smathers, Emily Swart and DJ Henry. Also present were Solicitor John Haseley, Fiscal Officer Heather Rockwell, Assistant Fire Chief Brad Lowry, and Water Operator Kenny Shank. Absent was Council member Tom Rodgers.

Councilperson Smathers made a motion to approve the minutes from the April 18, 2017 Council meeting as read. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Councilperson Eric Clift inquired about the handling of unlocking the restrooms at the park when events are held. Council agreed that it would be handled the same as it had in the past. Clift inquired as to who has keys to unlock the restrooms. Council agreed that all Council and the Mayor should have keys so that anyone available can unlock the restrooms.

Mayor McNickle reported that he is waiting for additional donations to replace the concrete by the stage area. \$1,043 has already been raised. Mayor McNickle apologized for the placement of concrete slabs in the park. He is currently working to have them moved. Councilperson Chapman asked if the railroad has been contacted to make sure the slabs aren't moved into a right-of-way owned by the railroad. Chapman also stated that the Mayor would need to make sure the new concrete in the stage area was compliant with the Americans with Disabilities Act.

Solicitor Haseley reported that he is close to resolving issues with the ODNR Grant.

Fiscal Officer Rockwell provided an update to Council with regard to the UAN computer upgrade. Rockwell also inquired if Council wanted to seek more information regarding the Ohio Municipal League Service Corporation Energy Program. Councilperson Chapman made a motion to request more information regarding the OML Service Corporation Energy Program. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Rockwell presented the annual insurance proposal from Public Entities Pool. Councilperson Clift made a motion to accept the PEP insurance proposal and pay the invoice. Seconded by Councilperson Chapman. All Council voted "yes". Motion carried.

Rockwell presented Council with the February, March and April bank reconciliations. The February and March reconciliations were presented at the April meeting, but were missing some Council signatures. Rockwell requested a motion to approve the February and March financial statements. A motion was made by Councilperson Chapman to approve the February and March financial statements. Seconded by Councilperson Swart. All Council voted "yes". Motion carried.

Rockwell presented Council with the April financial statements. All reallocations for building expenses were included in the April financial statements. Rockwell reminded Council that she needs copies of certificates for Sunshine Law Training from all elected officials for the audit. Rockwell stated she was still looking into Workers' Compensation services for the Village of Jacksonville. The letter presented at the April meeting is not an official invoice and should not be paid. Rockwell provided Council with the March and April work logs for the fiscal officer. An update on the current status of the 2015/2016 audit

was provided. Rockwell inquired if Council wanted to waive the entrance meeting with the auditors. Councilperson Chapman made a motion to waive the entrance meeting for the 2015/2016 audit. Seconded by Councilperson Smathers. All Council voted “yes”. Motion carried.

Rockwell updated Council on the status of W-9 requests sent to all vendors. Sixty out of eighty-eight requests were fulfilled as of the meeting. The deadline for requests is May 19, 2017. Rockwell updated Council on the insurance claim for the Fire Department SUV that caught fire. Fire Chief Irwin, Rockwell and Mayor McNickle agree that the vehicle should be purchased back from the insurance for \$350. A salvage title has been obtained. Councilperson Chapman made a motion to purchase the vehicle back with a salvage title for \$350. Seconded by Councilperson Smathers. All Council voted “yes”. Motion carried.

Rockwell presented Council with an Amended Certificate of Estimated Resources to make budget adjustments for a Fire Department grant as well as items that need adjustment due to changes in funds in 2017. Councilperson Chapman made a motion to file the Amended Certificate of Estimated Resources with the Athens County Auditor. Seconded by Councilperson Swart. All Council voted “yes”. Motion carried.

Rockwell provided Ordinances with two options for Supplemental Appropriations for the purchase of water meters and items awarded on the Fire Department grant. A Resolution to execute a grant agreement was also provided to Council. Both the Ordinance and Resolution will need to be passed as emergency legislation due to deadlines. Councilperson Chapman made a motion to consider the second version of Ordinance 2017-08 presented which includes the purchase of all water meters needed to complete the replacement project. Seconded by Councilperson Clift. All Council voted “yes”. Motion carried.

Mayor McNickle requested Council’s approval for a leaf blower for the Village Administrator. Council discussed the amount that would be needed for the purchase of the leaf blower. Council requested input from the Fire Department as they recently purchased a leaf blower. Councilperson Clift made a motion to purchase a leaf blower similar to the Fire Department’s from Bridgeport Supply in Marietta for no more than \$700 with half the payment from the Street Fund and half the payment from the Water fund. Seconded by Councilperson Chapman. All Council voted “yes”. Motion carried.

Assistant Fire Chief Lowry reported that the Fire Department needed Council to vote for the Resolution presented by Rockwell to move forward with the grant purchasing. Councilperson Smathers inquired about the status of the FEMA grant applied for by the Fire Department. Lowry indicated that the grant award was not announced yet, but things are looking good. Rockwell requested copies of the 2015 and 2016 fire contracts for audit. Lowry stated he would provide copies of the contracts to Rockwell.

Water Operator Kenny Shank discussed the Consumer Confidence Report postcards as well as lead and copper mapping notifications that will need to be mailed to residents. Rockwell stated that Shank would need to provide the documents that need to be on the website to Councilperson Clift so that a URL can be provided to her to include on the postcards. Councilperson Clift provided Shank with a USB flash drive to save the documents.

Councilperson Chapman inquired as to the status of the old police cruiser. Solicitor Haseley stated he is working to resolve the issue.

Councilperson Chapman stated that he believes there is a water leak that should be addressed. Mayor McNickle stated he would look into it on Wednesday, May 17. Council discussed capping off the leak or



asking if the resident wants to abandon the tap. Councilperson Smathers stated the owner did not wish to abandon the tap.

Councilperson Henry inquired about the status of issues with underpinning on mobile homes in Jacksonville. Henry stated that an Ordinance was passed in November 2016 and the Mayor needs to do something. Councilperson Clift looked the Ordinance up online and stated that the wording probably needs to be updated. Mayor McNickle provided Solicitor Haseley with a copy of the Ordinance. Haseley reviewed the Ordinance and stated that there was no specified time limit in the original language. Haseley stated he would draft an updated Ordinance for the June Council meeting.

Assistant Fire Chief Lowry stated the Fire Department has all the materials to install the hydrant in the fire bay. The only items they will need are materials to bring the water line into the fire bay.

Councilperson Chapman asked if the sidewalk damaged by a water leak across the bridge should be repaired. Chapman made a motion to repair the sidewalk. Councilperson Clift stated that quotes should be collected for the cost of the repair before Council decides to make the repair. Councilperson Chapman rescinded his motion.

Councilperson Chapman made a motion to suspend the rules and read by title only Ordinance 2017-08 and declare an emergency. Seconded by Councilperson Smathers. All Council voted “yes”. Motion carried. Ordinance No. 2017-08: **AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE 2017-03 TO PROVIDE ADDITIONAL FUNDING TO THE FIRE FUND AND WATER OPERATING FUND WITHIN THE VILLAGE OF JACKSONVILLE AND DECLARING AN EMERGENCY TO MAINTAIN NORMAL OPERATIONS OF THE VILLAGE.** Councilperson Chapman made a motion to adopt Ordinance 2017-08 as read. Seconded by Councilperson Swart. All Council voted “yes”. Motion carried.

Councilperson Clift made a motion to suspend the rules and read by title only Resolution 2017-09 and declare an emergency. Seconded by Councilperson Chapman. All Council voted “yes”. Motion carried. Resolution 2017-09: **A RESOLUTION APPROVING THE AGREEMENT BETWEEN THE VILLAGE OF JACKSONVILLE AND THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE LOCAL GOVERNMENT SAFETY CAPITAL GRANT PROGRAM AND DECLARING AN EMERGENCY.** Councilperson Henry made a motion to adopt Resolution 2017-09 as read. Seconded by Councilperson Chapman. All Council voted “yes”. Motion carried.

Councilperson Clift made a motion to read in full as a first reading Ordinance 2017-10. Seconded by Councilperson Chapman. All Council voted “yes”. Motion carried. Ordinance 2017-10: **AN ORDINANCE PROHIBITING THE USE OF TOBACCO PRODUCTS IN THE VILLAGE HALL, RENTAL FACILITY, FIRE DEPARTMENT AND AT ALL VILLAGE PARKS.** Rockwell read Ordinance 2017-10 in full. Council agreed upon amendments to Ordinance 2017-10.

Councilperson Chapman made a motion to enter executive session to discuss personnel matters with regards to resignations per ORC §121.22(G)(1) with the Mayor, Solicitor and Fiscal Officer present. Seconded by Councilperson Clift. All Council voted “yes”. Motion carried. Meeting adjourned for executive session at 8:09PM.

Councilperson Smathers made a motion to exit executive session. Seconded by Councilperson Clift. All Council voted “yes”. Motion carried. Meeting resumed at 8:25PM.

Councilperson Smathers made a motion to accept the resignation of Jamie Dixon as water clerk. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Councilperson Smathers made a motion to accept the resignation of Councilperson Tom Rodgers due to medical reasons. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

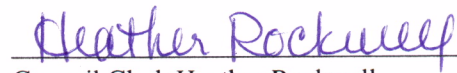
Council agreed to accept resumes to fill the vacant Council seat through May 29, 2017. A special Council meeting to review and appoint a new Councilperson was scheduled for June 1, 2017 at 5:30PM.

Councilperson Clift made a motion authorizing the President of Council to negotiate and make an offer of employment for a water clerk. Seconded by Councilperson Chapman. All Council voted "yes" except for Councilperson Smathers who abstained due to being President of Council. Motion carried.

Mayor McNickle entertained a motion to adjourn.

Councilperson Chapman made a motion to adjourn. Seconded by Councilperson Swart. All Council voted "yes". Motion carried. Meeting adjourned at 8:38PM.

  
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Mayor Anthony McNickle

  
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Council Clerk Heather Rockwell