

Village of Jacksonville Council Meeting
November 21, 2017
6:30 PM

The Village of Jacksonville met in regular session with acting Mayor Sam Smathers presiding and the meeting being called to order at 6:30PM. Council members present were Sam Smathers, Emily Swart, Butch Chapman, DJ Henry and Mark Hunter. Also present were Solicitor John Haseley, Fiscal Officer Heather Rockwell, Water Operator Kenny Shank, Water Clerk Amber Mayle, Administrator Todd Smith and Fire Chief Jamie Irwin who arrived late.

Councilperson Swart made a motion to excuse Councilperson Clift from the November 21, 2017 meeting. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Councilperson Hunter made a motion to approve the minutes from the October 17, 2017 Council meeting and the October 24, 2017 Special Council meeting as read. Seconded by Councilperson Chapman. All Council voted "yes". Motion carried.

Acting Mayor Smathers reported that Mayor Tony McNickle submitted his resignation effective November 8, 2017. Council agreed to accept the resignation of Anthony McNickle as Mayor. Councilperson Hunter made a motion to nominate Councilperson Emily Swart as President. Seconded by Councilperson Henry. All Council voted "yes" except Councilperson Swart who abstained. Motion carried. Councilperson Chapman made a motion to close nominations for President. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried. Councilperson Chapman made a motion to appoint Councilperson Swart as President. Seconded by Councilperson Hunter. All Council voted "yes" except Councilperson Swart who abstained. Solicitor Haseley stated he would inform the Board of Elections of Mayor McNickle's resignation.

Solicitor Haseley reported that he prepared updated contracts for Water Clerk Amber Mayle and Administrator Todd Smith. Haseley also inquired if job duties can be altered to eliminate conflict with BWC claims for firefighters helping with water breaks, etc. Haseley also provided Council with a Public Record Request form for review.

Fiscal Officer Rockwell presented the October bank reconciliation for Council to sign. Rockwell requested a motion to approve the September financial statements presented at the October 17, 2017 meeting. Councilperson Hunter made a motion to approve the September Financial Statements. Seconded by Councilperson Chapman. All Council voted "yes". Motion carried.

Rockwell provided Council with the October financial statements to be approved at the December meeting and the October Work Log. Rockwell requested Council's permission to prorate the Mayor's pay for the month of November based on the number of days McNickle and Smathers served as Mayor. Councilperson Chapman made a motion to prorate the Mayor's pay for November based on numbers of days. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Rockwell presented Council with the Flood Insurance renewal. The rate would remain the same as 2017. Rockwell requested a motion to renew the flood insurance policy. Councilperson Chapman made a motion to renew the flood insurance policy at the same rate as 2017. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Rockwell presented a Supplemental Appropriation Ordinance to Council making adjustments to the Water Fund to cover current expenses. Rockwell informed Council that a late fee was charged by Burr Oak Regional Water to the Village. Rockwell stated she requested the late fee be waived, but Burr Oak Regional Water stated their by-laws do not allow them to waive the late fee. Rockwell stated she

would like to reimburse the Village for the late fee. Councilperson Chapman made a motion to not permit Rockwell to reimburse the Village for the late fee charged by Burr Oak Regional Water. Seconded by Councilperson Swart. All Council voted "yes". Motion carried.

Water Operator Kenny Shank stated the Public Record Request form should include email requests and digital documents as response types. Shank announced he will most likely retire in July of 2019 and the Village will need a new licensed operator.

Water Clerk Amber Mayle stated the October water bank reconciliation is off by \$93.14 and she is working to find the issue. Mayle anticipates she will have the October reconciliation at the December meeting. Mayle discussed water adjustments with Council. Councilperson Chapman made a motion to approve a water adjustment for 20 S. 5th Street in the amount of \$687.54. Seconded by Councilperson Swart. All Council voted "yes". Motion carried. Councilperson Chapman made a motion that no adjustment be made for 15 W. Palmer Street. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Administrator Smith reported that he received complaints about a tree on State Route 13 near 9th Street that needs trimmed. Solicitor Haseley stated he will contact AEP regarding how far the right of way is from the roadway. Smith reported that the backhoe was services on Friday, November 17, 2017. Smathers stated that the valve covers are leaking and the pins, bushings and steering hoses are going to need work. Smith stated he will be on vacation next week. Water Maintenance worker Doug Dixon will be working four hours each day to help fill the void. Smith reported that the shut-off valve in the grove needs to be located so the spigot can be shut off. Smith also informed Council that the stage water meter was put in on the wrong side of the line and will need to be relocated.

Councilperson Chapman asked how much sidewalk is being replaced by the Eagles. Smith stated from the alley to 6th Street and it would likely be finished tonight. Smith also stated the bricks from the old sidewalk are being donated to the Village.

Councilperson Swart asked about the status of the tree on 4th Street. Smith stated the owner was okay with the Village trimming the tree.

Councilperson Chapman inquired about the \$2.04 in the Water Fountain Project Fund. Rockwell stated the amount must be used for something for the water fountain in order to close the fund out.

Councilperson Henry reported there is a hole on 7th Street that needs filled. Smith stated he will put blacktop grindings in it tomorrow.

Councilperson Chapman inquired about repairs to the cuts made by Columbia Gas. Smith stated the crew hired by Columbia Gas is supposed to repair where the cuts were made.

Councilperson Henry reported on the Water Committee meeting held this evening. The water meter at 20 S. 5th Street was off by 60,000 gallons. The Committee recommends replacing the meter and waiving any charges over average usage. The adjustment approved by Council is \$687.54. The Committee also discussed 15 W. Palmer Street. The property owner repaired the water lines which resulted in a leak. The Committee recommends no adjustment be made for the leak.

The Fire Committee reported that someone is interested in bidding on the fire truck, but the time has passed to submit a bid. The Fire Committee also reported that the new SUV has been picked up. Councilperson Henry made a motion to extend the bid period for the fire trucks for one week. If no

bids are received the trucks will be scrapped. Seconded by Councilperson Chapman. All Council voted "yes". Motion carried.

The Parks Committee reported that quotes were received from Kal Electric for lights at the park. The Committee will review the quotes in more detail and make a recommendation to Council.

Councilperson Swart discussed the water break by the bridge and the resulting concrete damage to the sidewalk. Council discussed replacing the damaged portion with bricks or applying for a grant.

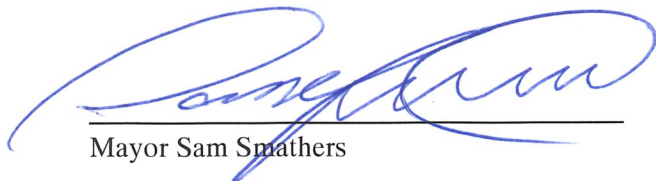
Administrator Smith reported that a heater for the garage was donated. Smith will need to do some work to hook up the heater. Mayor Smathers recommended that Council approve Water Maintenance worker Doug Dixon to work an additional nine hours per week on Street duties to help with winter road clearing and salting. Councilperson Chapman made a motion to alter Doug Dixon's work schedule allowing twenty hours per week on water duties and nine hours per week on Street duties. Seconded by Councilperson Swart. All Council voted "yes". Motion carried.

Councilperson Swart made a motion to suspend the rules and read by title only Ordinance 2017-31 and declare an emergency. Seconded by Councilperson Chapman. All Council voted "yes". Motion carried. Resolution 2017-31: **AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE 2017-03 TO PROVIDE ADDITIONAL FUNDING TO THE 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 2017-31 as read. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Councilperson Chapman made a motion to suspend the rules and read by title only Ordinance 2017-29 as a third reading. Seconded by Councilperson Swart. All Council voted "yes". Motion carried. Ordinance 2017-29: **AN ORDINANCE TO MAKE TEMPORARY APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF JACKSONVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018.** Councilperson Chapman made a motion to adopt Ordinance 2017-29 as read. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Mayor Smathers entertained a motion to adjourn.

Councilperson Swart made a motion to adjourn. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried. Meeting adjourned at 7:45PM.



Mayor Sam Smathers



Council Clerk Heather Rockwell