

**Village of Jacksonville Council Meeting**  
**April 17, 2018**  
**6:30 PM**

The Village of Jacksonville met in regular session with Mayor Sam Smathers presiding and the meeting being called to order at 6:37 PM. Council members present were Emily Swart, Butch Chapman, Dave Moleski II, Rachel Clift, and Jay Chapman. Also present were Solicitor John Haseley, Fiscal Officer Heather Rockwell, Water Clerk Amber Mayle, Water Operator Kenny Shank, and Fire Chief Jamie Irwin who arrived late.

Councilperson Moleski made a motion to excuse Councilperson Hunter from the April 17, 2018 meeting. Seconded by Councilperson Butch Chapman. All Council voted "yes". Motion carried.

Councilperson Butch Chapman made a motion to approve the minutes from the March 20, 2018 Council meeting as read. Seconded by Councilperson Moleski. All Council voted "yes". Motion carried.

Ray McComas of Kinder's Insurance Agency of Ironton, Ohio introduced himself to Council. McComas asked if Council would allow him to quote the Village's liability and casualty insurance coverages. Kinder's Insurance Agency provides coverages for Glouster, Trimble, Amesville, Albany, and other villages in the area. McComas will prepare a quote to present at the May meeting.

Mayor Sam Smathers reported that the May Council meeting will need to be on a different day due to Council members not able to attend the regular meeting. The May Council meeting was scheduled for May 22, 2018 at 6:30 PM. Smathers requested a motion from Council to continue to pay Amber Mayle a monthly salary rather than an hourly rate. Smathers reported that the Jacksonville Spring Cleanup is scheduled for Saturday, May 12, 2018 from 9AM to 11AM. Household garbage, batteries and tires are not permitted. Smathers reported on the Water Project status. Meter demonstrations will be presented to Council by three vendors on May 8, 2018 from 6 PM to 9 PM.

Councilperson Jay Chapman made a motion to pay Amber Mayle a monthly salary. Seconded by Councilperson Swart. All Council voted "yes". Motion carried.

Solicitor John Haseley reported that he has prepared a release of liability form as requested by Council. Haseley verified that there is no back tax balance owed on the Eighth Street property the Village advertised to sell. If the current bidder on the property is no longer interested, there is another party willing to purchase the property. Haseley also stated is he working to resolve a water dispute and will keep Council apprised of the status.

Fiscal Officer Heather Rockwell presented the March bank reconciliation for Council to sign. Rockwell requested a motion to approve the February financial statements presented at the March 20, 2018 meeting. Rockwell provided Council with the March financial statements to be approved at the May meeting and the March Work Log. Rockwell explained the Village's options for making purchases through Amazon.

Councilperson Butch Chapman made a motion to approve the March bank reconciliation and February financial statements. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Water Operator Kenny Shank stated he met with one of the candidates to replace him as Water Operator when he retires. Shank stated he shared the contingency plan with the candidate. Shank completed a CCR, but is having trouble with the printer and is currently unable to print the document. Rockwell will see if she can get the printer to work following the meeting. Shank stated he is waiting for results on the hydrant flow meter testing. Shank asked if Council knew any more about the funding of the Water Project. Smathers stated so far it is going well.

Mayor Smathers reported on behalf of Administrator Todd Smith that pot holes need to be repaired around the Village. Two water leaks have been identified, but there are still more to locate. Ohio Rural Water Association has been helping to locate the leaks. The window at the Village garage has been replaced as requested by Council.

Water Clerk Amber Mayle stated that the bank reconciliation is still out of balance. Mayle presented three water adjustments for Council approval. One of the adjustments was due to a meter jump. The other two adjustments are the result of water leaks.

Councilperson Butch Chapman reported on the Water Committee meeting held on 4/17/18 at 6 PM. The Committee reviewed three water adjustments. The Committee recommends an adjustment of \$35.28 for account 1-00610-8 due to a meter jump. An adjustment of \$299.32 for account 1-0706-04 and \$81.49 for account 1-0911-04 is recommended. These adjustments are for leaks and were calculated based on average usage at the service address. The Committee discussed the May 8<sup>th</sup> meeting for water meter demonstrations, balancing the bank statements and billing issues with Athens Metropolitan Housing.

Councilperson Jay Chapman made a motion to approve a water adjustment in the amount of \$35.28 for account 1-00610-8. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Councilperson Jay Chapman made a motion to approve a water adjustment in the amount of \$299.32 for account 1-01060-4. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Councilperson Jay Chapman made a motion to approve a water adjustment in the amount of \$81.49 for account 1-09110-4. Seconded by Councilperson Clift. All Council voted "yes". Motion carried.

Assistant Fire Chief Brad Lowry reported that no new volunteers were added to the roster, but two volunteers were removed. Fire Chief Jamie Irwin stated that the Suburban needs sold to help with matching funds for the FEMA grant. The Village will need to advertise to sell the vehicle. Council requested Fire Chief Irwin prepare an ad, get a purchase order and advertise in the Athens Messenger. The Jacksonville Firemen's Association will be providing funds for the Village Fire Department Fund for the 5% match on the grant, which is \$21,166. The new truck purchased through a FEMA grant is scheduled for delivery on July 23, 2018. Irwin stated the new FEMA Grant application is currently under peer review, which is a good thing. The Fire Department would like to relocate the Village fuel tanks because the new truck will not be able to access the current location. Council discussed moving the fuel tanks, flood plain issues, permit

questions and replacement of the current fence surrounding the tanks. Solicitor Haseley stated a permit is not needed to move the tanks if the fire department is moving them.

Councilperson Butch Chapman made a motion to relocate the Village fuel tanks to the old fire station, install them on a cement or cinder block foundation and replace the fencing securing the tanks. Seconded by Councilperson Swart. All Council voted "yes". Motion carried.

Councilperson Swart requested an update on the status of replacing the bushes that were damaged during snow removal. Administrator Smith is currently working to resolve this. Swart reminded Council that a work session will need to be scheduled to discuss purchasing procedures and monthly reports. Swart would also like to plan projects for the current year. Swart asked Council if anything can be done to prevent the mail truck from driving on the side streets. The heavy truck is damaging the road. Councilperson Moleski stated he didn't believe the Village can prevent the mail truck from driving on the side street. Council discussed possibly placing "No Trucks" signs on both ends of the side street. Council will ask the mail truck if he can turn around and stay on the main roadway in the future.

Swart stated she spoke to Charlie Atkins regarding the cement left at the park. The Athens bike path would like to use some of the cement, but they have no way to break up the large pieces. The Township was asked to assist, but they do not have equipment to break it up either. Council decided to contact ODOT, who originally placed the concrete in the park, if they could assist. The County could be asked for assistance as well.

Swart asked for a status update on the new locks. Rockwell stated a purchase order was issued, but she needed to know how Council wanted to proceed with Amazon purchased. The locks can now be ordered.

Councilperson Butch Chapman inquired about the status of the trailer donated to the Village. Smathers stated it is in the process of being signed over to the Village. Council discussed what would be done with the trailer.

Mayor Smathers entertained a motion to adjourn.

Councilperson Swart made a motion to adjourn. Seconded by Councilperson Butch Chapman. All Council voted "yes". Motion carried. Meeting adjourned at 8:00 PM.



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Mayor Sam Smathers



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Council Clerk Heather Rockwell