

Village of Jacksonville Council Meeting
January 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 6:35PM. Council members present were Emily Swart, Butch Chapman, Mark Hunter, Dave Moleski II 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.

Councilperson Chapman made a motion to appoint Councilperson Swart as President of Council. Seconded by Councilperson Hunter. Councilperson Swart declined to be Council President. Councilperson Swart made a motion to appoint Councilperson Butch Chapman as President of Council. Councilperson Hunter seconded. All Council voted “yes” except Councilperson Butch Chapman who abstained and Councilpersons Moleski and Jay Chapman who could not vote due to not being sworn in yet. Motion carried. Councilperson Butch Chapman thanked Council for his appointment as President.

Council discussed the appointment of Rachel Clift to the vacant Council seat. Councilperson Butch Chapman made a motion to appoint Rachel Clift to the vacant Council seat. Seconded by Councilperson Swart. All Council voted “yes” except Councilpersons Jay Chapman, Moleski and Clift who were unable to vote due to not being sworn in.

Solicitor Haseley performed the swearing in of Councilpersons Moleski, Clift and Jay Chapman.

Councilperson Hunter made a motion to approve the minutes from the December 19, 2017 Council meeting and the January 11, 2018 Special Council meeting as read. Seconded by Councilperson Butch Chapman. All Council voted “yes” except Councilperson Clift who abstained due to not being present at either meeting. Motion carried.

Resident Bob Garbo appeared before Council to discuss the CDBG grant to correct water pressure issues that was denied. Garbo explained that the Village’s options are to resubmit for the next round of funding, combine the smaller water line project with a larger project or perform the smaller project by itself. Garbo expressed concerns with waiting to combine the project with a larger one. Garbo reported that a project can be submitted for a loan to the Ohio Water Development Authority by the first of any month and funding would be approved by the end of that month. Garbo requested Council consider a thirty year loan to correct the water pressure issue so that it can be completed more quickly.

Councilperson Swart made a motion to file for an OWDA loan funded at the Community Assistance rate to make repairs on Red Dog Road and the surrounding area to correct water pressure issues. Seconded by Councilperson Butch Chapman. All Council voted “yes”. Motion carried.

Ernest F. Sabo appeared before Council to make an offer for the two fire trucks that were previously advertised. Sabo offered \$1,000 for both trucks and stated that if his offer was accepted he would provide a certified check at the first of next week. Councilperson Swart made a motion to accept the offer of \$1,000 from Ernest F. Sabo. Seconded by Councilperson Butch Chapman. All Council voted “yes”. Motion carried.

Mayor Smathers reported that the shrubs at the Williams’ property were damaged during snow removal and the Village will need to replace them in the spring. Smathers discussed garbage left in a dumpster at a vacant business in the Village that needs to be removed. The Village may need to file through the court system to have something done. Smathers reported that the Village will need to order more road salt. A purchase order was turned in for a replacement salt spreader motor. The street crew worked a lot of overtime clearing the streets during the recent snow. The Village truck will need to be taken in for service soon. Smathers stated the Village needs to order “No Parking”, “School” and

“Road Closed” signs. Councilperson Jay Chapman also asked that the Village order “No Engine Brakes” signs. Smathers also stated that the Christmas decorations would be taken down as soon as there was a warm enough day.

Solicitor Haseley reported that he has been working on updating contract for the Village. Haseley provided Council with a release form for volunteers helping the Village. The form includes emergency contact information for each volunteer in the event of an injury, accident or illness.

Fiscal Officer Rockwell presented the December bank reconciliation for Council to sign. Rockwell requested a motion to approve the November financial statements presented at the December 19, 2017 meeting. Rockwell provided Council with the December financial statements to be approved at the February meeting and the December Work Log. Rockwell presented an updated Resolution Accepting the Amounts and Rates with the County Auditor. Rockwell reminded new Council members that they are required to complete Sunshine Law Training once per term. She will provide training dates as they become available and the training is available online. Rockwell informed Council that she would need the names of the members of the Firefighters Dependent Fund Board as soon as possible. The board consists of two members of Council, two members of the Fire Department and a fifth member appointed by the other four. The board will also need to appoint one member as Secretary and one member as Chairperson. Information must be submitted to the Ohio Department of Commerce by January 31, 2018. Rockwell presented Council with an updated depository agreement between the Village of Jacksonville and Unified Bank. The agreement is required for any public entity to deposit public funds.

Councilperson Butch Chapman made a motion to execute the depository agreement with Unified Bank. Seconded by Councilperson Swart. All Council voted “yes”. Motion carried.

Fire Chief Irwin stated the department was preparing for a possible audit of the FEMA AFG grant. Irwin stated that payment was received for the Trimble Township fire contract, which is double what was previously received. Irwin asked about the status of the title liens with Unified Bank. Rockwell stated they were released and the replacement title has been provided. Irwin stated that 2017 was the busiest year in the history of the department with ninety-two calls for service and five hundred eighteen crew scene hours. Irwin reported that the Durango purchased from Liberty Township is insured and equipped. Irwin replaced lights bulbs and a bad switch in the building. He also requested the Street crew clear the handicap ramp in front of the Municipal Building.

Water Operator Kenny Shank stated he is doing what he can to make the transition to the new operator easier when he retires. Shank stated he is having issues with the printer and it may need replaced. Council discussed imposing a continuous boil alert for the Red Dog Road area until repairs are completed. Shank stated Council may want to contact the Ohio EPA.

Water Clerk Amber Mayle presented Council with a letter of resignation and a delinquent water report. Mayle stated she is very busy at her full time job and cannot continue to perform both so she regretfully resigns as water clerk. Councilperson Butch Chapman made a motion to accept Mayle’s resignation as water clerk. Seconded by Councilperson Hunter. All Council voted “yes”. Motion carried.

Mayle reported that the October water account reconciliation was still out of balance by \$0.29. Mayle requested Fiscal Officer Rockwell help her correct the issue. Mayle also stated that money will need to be added to the postage permit to mail water bills.

Councilperson Swart presented Mayle with a Proclamation for her years of dedication and service to the Village of Jacksonville.

Solicitor Haseley stated he prepared an updated contract to be reviewed and signed by Administrator Smith.

Nathan Simons of Hocking Athens Perry Community Action Program was present at the meeting and requested an update on the Critical Infrastructure Grant application for water repairs. Council informed Simmons that they would be applying for an OWDA loan.

Council discussed choosing an engineering firm for the upcoming water project. Councilperson Butch Chapman stated that after reviewing the submissions from each company, he preferred Stantec. Councilperson Butch Chapman made a motion to enter into a contract for engineering services with Stantec for a water project. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Council further discussed a boil advisory until the water repairs are complete. Council requested Solicitor Haseley draft an Ordinance for a permanent boil advisory. Haseley recommended letters be sent to all affected residents as well.

Mayor Smathers stated that the water clerk position was advertised and three resumes were received. Smathers requested an executive session to review the resumes. Councilperson Butch Chapman made a motion to enter into executive session under ORC Section 121.22(G)(1) to discuss employment of a water clerk with the Mayor, Solicitor and Fiscal Officer present. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried. Fiscal Officer Rockwell stated she declined to be present for deliberations due to a personal relationship with one of the applicants. Meeting adjourned for executive session at 7:50PM.

Councilperson Hunter made a motion to exit executive session. Seconded by Councilperson Butch Chapman. All Council voted "yes". Motion carried.

Councilperson Butch Chapman made a motion authorizing the Mayor to make an offer of employment to Kristal Moulton to be the water clerk and enter into a contract. Seconded by Councilperson Moleski. All Council voted "yes". Motion carried.

Rockwell presented Council with an updated Public Record Request Form to utilize.

Councilperson Moleski asked if the Fire Department was still required to appoint a liaison when there are deaths. Councilperson Butch Chapman stated that is no longer the required protocol.

Solicitor Haseley provided Council with a draft Ordinance for a permanent boil advisory. Haseley stated an addendum might be needed at a later meeting listing addresses affected by the advisory.

Councilperson Butch Chapman made a motion to suspend the rules and read by title only Ordinance 2018-01 and declaring an emergency. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried. Ordinance 2018-01: **ORDINANCE IMPOSING A BOIL ORDER FOR JACKSONVILLE WATER DEPARTMENT CUSTOMERS RESIDING ON RED DOG ROAD, CERTAIN RESIDENCES ON HIGH STREET AND CERTAIN RESIDENCES ON CARTER ROAD.** Councilperson Butch Chapman made a motion to adopt Ordinance 2018-01 as read. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried.

Councilperson Butch Chapman made a motion to suspend the rules and read by title only Resolution 2018-02 and declare an emergency. Seconded by Councilperson Hunter. All Council voted "yes". Motion carried. Resolution 2018-02: **RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY.** Councilperson Butch Chapman made a motion to adopt

Resolution 2018-02 as read. Seconded by Councilperson Moleski. All Council voted "yes". Motion carried.

Councilperson Hunter made a motion to approve the November 2017 Financial Statements and bank reconciliation. Seconded by Councilperson Butch Chapman. All Council voted "yes". Motion carried.

Mayor Smathers entertained a motion to adjourn.

Councilperson Butch Chapman made a motion to adjourn. Seconded by Councilperson Swart. All Council voted "yes". Motion carried. Meeting adjourned at 8:17PM.



Mayor Sam Smathers



Council Clerk Heather Rockwell