

Village of Jacksonville
Regular Council Meeting
February 27, 2025 6:30 PM

The Village of Jacksonville met in regular session with Mayor Sam Smathers presiding. The meeting was called to order at 6:30 PM. Council members present were Eric Clift, Jay Chapman, Rachel Gratz, Butch Chapman, Cameron Lowery, and Angela Strock. Also present were Solicitor Andrew Grillo, Fire Chief DJ Henry and Fiscal Officer Heather Rockwell.

Councilperson Butch Chapman motioned the approval of the January 30, 2025 Regular Council Minutes. The motion was seconded by Councilperson Jay Chapman. All Council members voted “yes”, except Councilperson Clift who abstained due to being absent from the meeting. Motion carried.

Councilperson Gratz motioned the approval of the February 24, 2025 Emergency Council Minutes. The motion was seconded by Councilperson Butch Chapman. All Council members voted “yes”. Motion carried.

Mayor Smathers reported that the contract with Bateman’s Refuse has been signed by all parties.

Fire Chief Henry reported that new member John Walsh was added to the department. Henry reported that lettering material for the new brush truck is in. The department was awarded a State Fire Marshal training reimbursement grant. The department has responded to five runs since January 30, 2025. Henry stated the Ohio Department of Natural Resources grant is currently on hold due to a lack of funding.

Administrator Rockwell and Water Operator Riley installed “No Parking” signs on Palmer Street as requested. New water meter pits were installed on Ninth Street and Seventh Street. Records have been moved from the Hall closet to the designated area in the Records Room and organized by year. Additional records will need moved from the garage. Two water breaks caused by an underground boring contractor were repaired at Palmer and Tenth Street. Additional repairs were made to the salt spreader. The sewer drain issues at the Municipal Building have been resolved. Modifications were made to the floor scrubber. Christmas flags have been taken down. Rockwell and Riley also delivered water hang tags, responded to leak alerts, performed water shut offs, snow plowing and road salting. Riley will be working on the annual Water Consumer Confidence Report in the coming weeks. The report is required by the Environmental Protection Agency and must be completed by July 1, 2025.

Solicitor Grillo provided a new draft Park Event Agreement form. Grillo reported that the proposed settlement for the Hellyer account was acceptable to Mr. Hellyer. Grillo will work on getting the agreement drafted and signed and is still working with the County Auditor to get the lien reversed per the court judgement. No new cases are pending in Municipal Court. Grillo is also working on developing an indigent burial policy for the Village.

Fiscal Officer Rockwell requested a leak adjustment on a water account totaling \$125.69. Rockwell stated there will likely be more adjustments to present at the next meeting. Councilperson Lowery motioned to approve a leak adjustment on account 02906-001 for 8,265 gallons at Village cost totaling \$125.69. The motion was seconded by Councilperson Strock. All Council members voted “yes”. Motion carried.

Rockwell requested that Council accept the Water Committee recommendation to not charge for a water tap at 10470 S. Poplar Drive. Mr. Max Hooper and Mr. Jan Hooper were present at the meeting to answer any questions. The Village is unable to locate records indicating if the tap was paid when it was installed. The installation occurred during the time period when fraud was committed and the Village requested a special audit. The records were likely kept as evidence in the fraud investigation. Councilperson Strock made a motion to waive a tap fee to activate the tap at 10470 S. Poplar Drive. The motion was seconded by Councilperson Jay Chapman. All Council members voted “yes”. Motion carried.

Motion was made by Butch Chapman to accept the February 25, 2025 Water Committee recommendation for the in-office balance with Mr. Hellyer. Seconded by Councilperson Lowery. All Council members voted "yes". Motion carried.

Rockwell presented the December 2024 monthly financial statements and bank reconciliation. Rockwell reported that the end of year financial statements are complete and can be viewed upon request. The files have been uploaded to the Auditor of State and now need filed with the bank and County Auditor. Rockwell is working on the annual USDA report and catching up on 2025 items. A permanent budget will be presented at the March meeting. The deadline to approve permanent appropriations is March 31, 2025.

Rockwell presented a 2025 Certificate of Estimated Resources needed to prepare permanent appropriations. The advertisement for sale of the skid unit and Durango will appear in the Athens Messenger on March 1 and March 8, 2025. Sealed bids will be opened at 6:00P on March 27, 2025. Rockwell reminded everyone that if they receive bids, they must be provided to her ahead of the opening and they must remain sealed.

Rockwell reported that DLZ Ohio met with Village employees to review the 2025 Paving Project. Specs were reviewed and a few minor changes were made. The project will go out for bid in March. The sealed bid opening for the Paving Project is scheduled for 6:15P on March 27, 2025.

Councilperson Butch Chapman, Chair of the Water Committee, reviewed the Committee Minutes from the February 25, 2025 meeting.

Councilperson Jay Chapman asked if the truck issues were resolved. Rockwell stated it is not completely fixed, but progress is being made. Councilperson Strock asked if the curbs will be painted. This will happen later in the spring when weather is warmer. Councilperson Clift provided Council with a draft new applicant checklist for the Fire Chief to ensure that all documentation is on file for each firefighter. Council discussed items to add and change on the checklist.

Motion was made by Butch Chapman to enter Executive Session with the Solicitor present per Ohio Revised Code Section 121.22(G)(3). Mayor, Fiscal Officer and Fire Chief will be invited as needed. The motion was seconded by Councilperson Lowery. All Council members voted "yes". Motion carried.

Meeting suspended for Executive Session at 7:10PM.

Motion was made by Butch Chapman to exit Executive Session. The motion was seconded by Councilperson Lowery. All Council members voted "yes", except Councilperson Jay Chapman who abstained. Motion carried.


Meeting resumed at 7:41PM. No decisions were made as a result of Executive Session.

Councilperson Butch Chapman made a motion to file the 2025 Certificate of Estimated Resources with the Athens County Auditor. Motion was seconded by Councilperson Lowery. All Council members voted "yes". Motion carried.

Mayor Smathers entertained a motion to adjourn.

A motion was made by Councilperson Butch Chapman and seconded by Councilperson Strock to adjourn. All Council members voted "yes". Motion carried.

Meeting adjourned at 7:44 PM.


Mayor Sam Smathers


Fiscal Officer Heather Rockwell