

Village of Jacksonville
Regular Council Meeting
August 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 6:32 PM. Council members present were Cameron Lowery, Eric Clift, Angela Strock and Rachel Gratz. Also present were Solicitor Andrew Grillo, Water Operator Ron Riley and Fire Chief DJ Henry.

Councilperson Clift motioned to excuse Council members Butch Chapman and Jay Chapman from the August 27, 2025 regular meeting. The motion was seconded by Councilperson Lowery. All Council members voted "yes". Motion carried.

Councilperson Clift motioned the approval of the August 6, 2025 Special Council Minutes. The motion was seconded by Councilperson Lowery. All Council members voted "yes", except Councilperson Clift who abstained due to being absent from the August 6, 2025 special meeting. Motion carried.

Fire Chief Henry reported that rescue tools are scheduled for maintenance on September 8. Pump testing will be done on Sixth Street from the hydrant like last time so there may be traffic congestion from the fire trucks being along Sixth Street. The department is preparing for the Old Settlers Reunion. There were 11 runs so far for the month of August. Monthly training involving cutting trees was done at the Trimble Park. A pole saw was lost during the training. The new brush truck items from Homer Township are received. The tool boxes are installed and lights will be installed next week. The truck should be in service within a month.

Henry stated he requested a quote before the Breathing Air System testing and maintenance is done, but they always just show up without telling him. Breathing Air Systems says they are talking to someone before they come and have an agreement for the service. Strock asked if they are speaking with Fiscal Officer Rockwell. Henry stated he has a bill from them for the latest service on the system for \$1,048.50. Henry stated he had no way to get a purchase order and this happened earlier in the year also. Henry thought it only needed serviced once a year, but they are servicing twice per year. Clift asked if another company can service it. Henry stated they are the only vendor available. Strock asked if they are servicing other departments twice per year or once. Henry stated the system was purchased with FEMA funding and should only have to follow the guidelines for three years. Lowery suggested Smathers ask Rockwell if she has a copy of the agreement and Henry ask other departments how theirs is handled. Henry said the charges are based on mileage and what parts need replaced when the maintenance is performed. Clift said if Rockwell can't find an agreement, Clift can contact the company to get to the bottom of why no quote is provided.

Henry stated that Hunter Harp won't receive word regarding his fire certification from the State Board of EMS until October 2025. Smathers and Henry stated that the State Board of EMS is being vague in their answers regarding the investigation. Clift asked if any requests for records have been received by the fire department. Henry stated the State Board of EMS requested run reports and originally said they would have the matter cleared up by June. That has changed to October. Clift asked if the run reports were provided. Henry stated they were. Clift asked if it was requested informally. Henry responded that he received a subpoena by email for the run reports, which he thought was unusual. Henry stated he thought subpoenas had to be mailed. Solicitor Grillo stated that it could be served either way. Clift asked if the Village should be concerned that a subpoena was served. Solicitor Grillo stated doesn't anticipate it being cause for concern at this point. Henry stated he discussed Ohio Revised Code with the State Board of EMS and that was the end of the conversation. Henry feels the State won't take any action on the matter because it's a case where the State isn't sure what to do with it, so they just keep delaying the fire certification. Harp has been issued his EMT certification. Smathers asked if Harp completed fire training

at Wellston and asked why there is no invoice. Henry stated Harp did complete training and paid on his own.

Water Operator Riley reported on behalf of himself and Administrator Rockwell that they have been mowing, cutting brush, trimming and repairing the park restroom. Clift asked if insurance would cover the restroom damage. Smathers stated it probably would, but the premium could go up and the restrooms are being demolished to build a new facility. Riley stated the Village didn't have much in the repairs. Administrator Rockwell donated the sink and toilets were donated by local individuals. Clift thanked everyone for the donations.

Solicitor Grillo reported there isn't much going on involving Jacksonville.

Finance Committee Chairman Lowery reported on the Finance Committee meeting held August 21, 2025. The committee discussed purchase order issues. Bills are now caught up. The most recent audit is complete and was the best one in twenty-five years. Smathers stated there was one citation for a Council member that did not complete training. Gratz stated she was told when she started that she had until the end of her term to complete the training and her term has not ended.

Lowery stated the Finance Committee has several recommendations. First, that the purchasing process be changed so that requisitions go to the Mayor first for signature, and are then forwarded to the Fiscal Officer. A weekly purchase order/requisition email will be sent by Fiscal Officer Rockwell to the Mayor, Council and the Fire Chief, excluding blanket purchase orders for routine bills. Everyone in the email will be able to see the status of open items. Also, all requests for purchase orders must be submitted using the Village's requisition form. Some items were submitted on post-it notes. Henry stated the post-it notes were only to get pricing. An alternate signer needs added to the Village corporate account. Strock stated she was just waiting for Rockwell to call her when she was ready to go to the bank. Clift stated there is an outstanding balance on an invoice for the 2024 MARCS radio grant for shipping charges. The balance was not included on the original purchase order. Henry stated the JFA was already going to pay this so he's not sure why it's being brought up. Lowery stated Rockwell reported that the Village could pay it with a Then & Now Purchase Order if Henry wants to submit the requisition.

The Fire Committee needs to schedule a meeting. Lowery asked if there is a specific purpose for the meeting. Henry stated it is fire related. A Fire Committee meeting was scheduled for September 17, 2025 at 6:00P.

Smathers, on behalf of Fiscal Officer Rockwell, requested approval of the June financial statements and bank reconciliation presented at the August 6, 2025 meeting. Councilperson Gratz motioned the approval of the June bank reconciliation and financial statements as presented at the August 6, 2025 meeting. The motion was seconded by Councilperson Strock. All Council members voted "yes". Motion carried.

Strock stated the entrance to the Grove Park should be blocked off during the Old Settlers Reunion because the culvert was removed. Riley suggested yellow caution tape and posts.

At the previous meeting Councilperson Butch Chapman stated the resident on Tenth Street refuses to cut the bush that is scratching the fire truck. Riley stated he doesn't want in the middle of it because he already trimmed a bush at the residence that was blocking view of the stop sign and got yelled at. Henry stated either the resident will cut the bush or he will because it scratches the truck. Clift asked what options the Village has. Solicitor Grillo stated he can send a letter, but it will likely be ignored. Council discussed who owns the roadway because Butch Chapman stated the resident owns half the roadway. Council discussed who owns the road and if paperwork was filed with the County Recorder for a right of way easement.

Clift asked Solicitor Grillo if the Village can work with the Gloucester Police Department to enforce local ordinances. Who would receive money from citations? Grillo said a lot of people don't pay the citations.

Grillo said ideally the Villages would form a joint police department. Grillo stated there would need to be a contract between the Villages and address insurance and other items. Strock stated the last time the Village approached them it was a lot of money to enter into the contract. Grillo will research the matter. A joint Township Police Department was discussed already, but would require a police levy.

Gratz stressed the importance of everyone answering community questions regarding community events with what is written in the contract or referring the individual to the Council liaison for the event. Strock stated the local businesses are wanting access to their businesses maintained during the event. Lowery stated they should negotiate this with the Old Settlers Reunion. Smathers stated that one of the businesses agreed to let one of the vendors hook up electric to their business. Clift asked if that would mean that residents could say they don't want anything parked in front of their homes. Clift agreed with Lowery that he felt these were matters that should be between the Old Settlers Reunion and the individual or business.

Councilperson Lowery motioned to enter executive session per Ohio Revised Code Section 121.22(G)(1) regarding personnel with Mayor, Fire Chief and Water Operator included as needed. The motion was seconded by Councilperson Strock. All Council members voted "yes". Motion carried.

Meeting suspended for executive session at 7:16 PM.

Councilperson Clift motioned to exit executive session. The motion was seconded by Councilperson Lowery. All Council members voted "yes". Motion carried.


Meeting resumed at 8:06 PM.

As a result of executive session, Solicitor Grillo will contact David Hellyer to notify that deadline has passed for the court judgement regarding his water account.

Mayor Smathers entertained a motion to adjourn.

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

Meeting adjourned at 8:07 PM.



Mayor Samuel Smathers

Fiscal Officer Heather Rockwell