

**Village of Jacksonville
Regular Council Meeting
August 26, 2026 6:30 PM**

The Village of Jacksonville met in regular session with Mayor Sam Smathers presiding. The meeting was called to order at 6:35 PM. Council members present were Kenneth “Jay” Chapman, Leonard “Butch” Chapman, Angela Strock, David Moleski II and Eric Clift. Also present were Solicitor Andrew Grillo, Water Operator Ron Riley and Fiscal Officer Heather Rockwell. Council member Rachel Gratz was absent.

Councilperson Clift moved to excuse Councilperson Gratz from the August 26, 2026 meeting. The motion was seconded by Councilperson Moleski. All Council voted “yes”. Motion carried.

Mike Betts of DLZ Ohio appeared before Council to present a Professional Services Agreement regarding the Village’s Ohio Public Works Commission street improvement project. Betts reported that the Village had applied for funding for the project in the previous year but was initially not awarded funding. The Village was later notified that additional funds had become available and was offered the opportunity to proceed with the project. The project includes a \$224,999 grant and approximately \$5,100 in local funding. The project includes improvements to Tenth Street, High Street, North Fourth Street, Old Grove Road, Railroad Street from South Fifth Street toward South Sixth Street, and portions of Palmer Street. Drainage and ditching improvements along High Street are also included. The Village has already signed the grant agreement with the Ohio Public Works Commission.

Betts presented an engineering agreement for the street improvement project in the amount of \$30,000. The engineering agreement includes the project from design through completion and includes up to three weeks of on-site construction observation. Betts stated that the design could take up to four months and that the project would likely be ready for bidding in January or February, with construction anticipated to begin in the spring. Councilperson Butch Chapman asked about the anticipated construction season, and Betts stated that construction could begin when weather conditions permit.

Fiscal Officer Rockwell requested a motion authorizing Mayor Smathers to enter into the Professional Services Agreement for the street improvement project. Councilperson Butch Chapman moved to authorize Mayor Smathers to enter into the Professional Services Agreement. The motion was seconded by Councilperson Jay Chapman. All Council members voted “yes”. Motion carried.

Betts provided an update regarding the Village’s Neighborhood Revitalization Grant and Appalachian Regional Commission grant projects. The environmental review has been completed and approved. The proposed projects include sidewalk improvements along Sixth Street from High Street to the railroad, improvements to the Palmer Street sidewalk, paving High Street and Sixth Street, storm drain and catch basin improvements, and reconstruction of upper Seventh Street including paving, curbing, sidewalks and drainage improvements.

Betts also reviewed proposed improvements at the Village park. The park improvements include additional parking, restroom facilities, fencing, a walking path, playground safety improvements, electrical service for food trucks and recreational vehicles, a shelter house and an amphitheater. Betts stated that the plans are substantially complete except for the amphitheater. The Village is reviewing packaged amphitheater options in an effort to reduce engineering costs. Betts also stated that a meeting with AEP is being arranged regarding new electrical service to the park.

Betts stated that the goal is to have the plans completed and proceed with bidding in January so construction can begin in the spring. Council discussed the possibility of coordinating the street improvement project with the grant projects to minimize conflicts and potentially obtain better pricing if work could be performed by the same contractor. Betts stated that any necessary street closures would be coordinated in advance with the schools, fire department, township and other affected parties.

Council discussed the location of the proposed park restrooms. Council members indicated that locating the restrooms near the volleyball court would be preferable. The possibility of relocating the shelter house toward the horseshoe-pit area was also discussed because of elevation and drainage concerns. Council discussed using durable construction materials for the restroom facilities because of the park's location in a flood-prone area. Council also discussed whether the access road into the park could be paved as part of the project. Betts stated that this could be considered depending on available funding.

Council discussed the sidewalk near the new railroad crossing and whether additional sidewalk improvements could be incorporated into the project. Betts stated that the project would extend to the crossing and that the area would be reviewed during the project. Council also discussed property and right-of-way issues involving railroad property. The Village will review the funding and property requirements with the appropriate grant administrators.

The Mayor and Council discussed recent storm damage throughout the Village. Water Operator/Administrator Riley reported that several storm drains are plugged, damaged or collapsed following the recent heavy rains. Riley reported that a storm sewer near the new railroad crossing had failed and that there was a significant void beneath the roadway. The storm sewer failure has also resulted in water flowing toward the railroad area. Riley stated that the repair may require boring beneath the railroad.

Fiscal Officer Rockwell stated that the Village intends to submit eligible storm-damage expenses for FEMA reimbursement. Documentation will include labor, equipment, materials, photographs and repair estimates. Rockwell stated that the Village needs to compile the necessary information and submit the documentation through the appropriate emergency management process. Betts agreed to assist with evaluating the storm damage and developing cost estimates. Water Operator Riley reported additional damage to storm drains, alleys and roadways throughout the Village.

Council discussed the amount of gravel and other materials that may be required to repair damaged alleys. The Village will continue documenting the damage and determining the estimated repair costs for FEMA reimbursement.

The July 29, 2026 Regular Council Meeting Minutes were presented for approval. Councilperson Butch Chapman moved to approve the July 29, 2026 Minutes as presented. The motion was seconded by Councilperson Moleski. All Council members voted "yes", except Councilpersons Clift and Moleski who abstained due to being absent from the July 29, 2026 meeting. Motion carried.

Mayor Smathers reported that preparations for the Old Settlers Reunion are continuing. The ride company originally expected to provide mechanical rides will not be participating this year. Mayor Smathers discussed the road closure agreement for the event and stated that the agreement should be amended so that the road closure begins Tuesday at 4:00 PM rather than earlier in the week. Council discussed the safety concerns associated with repeatedly closing and reopening the road during the event. Councilperson Butch Chapman moved to amend the street closure date to begin Tuesday at 4:00 PM. The motion was seconded by Councilperson Jay Chapman. All Council members voted "yes", except Councilperson Moleski who voted "no". Motion carried.

Council also discussed the Community Cleanup. The Village will not be providing door-to-door pickup. The cleanup will be held at the middle school, and residents will be able to bring eligible household goods and other materials to the designated location. Council discussed the materials that will be accepted and the applicable fees for certain items.

Council discussed a proposed Old Settlers Reunion fundraiser. The fundraiser will include containers bearing the names of Council members, with tickets available for a pie-in-the-face activity. The fundraiser is planned for Kiddie Day and will be held during the afternoon. Council members discussed participation and donations for the fundraiser.

Fiscal Officer Rockwell presented draft job descriptions for Village positions. Rockwell explained that her duties are divided among the positions of Water Operator, Council Clerk, Water Clerk and Fiscal Officer. She stated that the positions were separated in the job descriptions to clearly identify the responsibilities of each position and to allow the positions to be combined or separated in the future as needed. The existing Administrator job description was not revised because the Village already had a job description for that position. Rockwell also stated that separate job descriptions are maintained for the Water Operator and Administrator positions even though those duties may currently be combined.

Councilperson Eric Clift asked about the separation of the duties and whether the descriptions should be combined. Rockwell explained that she currently performs three separate job functions and that maintaining separate job descriptions allows the Village flexibility if the duties or positions change in the future.

Mayor Smathers reported that the Athens County Sheriff's Office has approached the Village regarding providing police protection within the Village. The Sheriff's Office is willing to provide four-hour service blocks at a cost of \$350 per block. The Village would not be responsible for fuel or vehicle maintenance costs.

Council discussed the authority of Sheriff's Office deputies to enforce state law and applicable local ordinances. Council specifically discussed noise complaints and the ability of deputies to issue citations. Fiscal Officer Rockwell stated that the Sheriff's Office indicated that deputies could address noise complaints under applicable state law and could provide assistance with ordinance enforcement to the extent permitted.

Council discussed the possibility of scheduling police protection periodically rather than entering into a long-term contract. Council discussed using up to ten four-hour blocks through the end of the calendar year, subject to available funds. The cost would be charged to the General Fund. Council also discussed coordinating police coverage with the Villages of Glouster and Trimble.

Councilperson Jay Chapman moved to approve ten blocks with the Athens County Sheriff's Office for police protection service through the end of the year. The motion was seconded Butch Chapman. All Council members voted "yes". Motion carried.

Fiscal Officer Rockwell stated that a supplemental appropriation ordinance would be necessary to provide funding for the police protection service. Council discussed holding a special meeting to consider the supplemental appropriations.

Fiscal Officer Rockwell presented the July 2026 financial statements and bank reconciliation and discussed the Village's financial position. Councilperson Eric Clift asked about approximately \$42,000 encumbered in the Water Operating Fund. Rockwell explained that the amount was primarily related to regular water expenses and the timing of payments. Rockwell stated that the Water Fund's expenditures and revenues can appear out of balance at certain times of the year

because of the timing of loan payments, including payments due around July 1. Rockwell stated that the fund is recovering and is expected to catch up by December 31. Rockwell also clarified that the Village operates on a calendar-year fiscal year. Rockwell requested a motion to approve the June financial statements and bank reconciliation presented at the previous meeting. Councilperson Butch Chapman moved to approve the June 2026 financial statements and bank reconciliation as presented. The motion was seconded by Councilperson Jay Chapman. All Council voted "yes". Motion carried.

Rockwell reported that internet service installation for the Village is scheduled and is expected to be completed by Monday.

Fiscal Officer Rockwell discussed a purchase order request from Fire Chief DJ Henry related to the MARCS grant equipment. The purchase requisition totals \$18,853 for radios and related equipment. The Village received a MARCS grant award of \$17,145.95, with the remaining amount to be paid from the regular Fire Department budget.

Rockwell explained that the MARCS equipment had been ordered and received before a purchase order was issued. Because the grant-funded portion exceeds \$3,000, a Then & Now purchase order and Council resolution are required. Rockwell emphasized that purchase orders must be obtained before purchases are made and stated that after-the-fact purchase orders create additional work and potential audit issues.

Rockwell stated that the MARCS grant extension currently runs through August 31, 2026. Because the grant closeout documentation has not yet been completed, Rockwell expects to request an additional extension. Rockwell also discussed the documentation required for the grant, including invoices and proof of payment.

Council discussed the purchase order issue and the importance of following the Village's purchasing procedures. Councilperson Butch Chapman suggested that the Fire Committee meet with Fire Chief Henry regarding the matter. Rockwell clarified that she was not requesting disciplinary action and was bringing the matter to Council's attention to ensure that proper purchasing procedures are followed.

Under unfinished business, Council discussed a stairway and post associated with a local business that may be located within or near the public sidewalk. Council discussed whether the structure creates an obstruction and whether a permit or easement may be required. The Village does not have a local zoning or building code beyond applicable state requirements, although floodplain permitting requirements and certain manufactured-home requirements remain applicable.

Council discussed the responsibility for ownership and maintenance of sidewalks. Members discussed whether the sidewalk remains sufficiently passable and whether the structure creates a visibility concern near the state route. Council agreed that additional information is needed regarding sidewalk ownership and responsibility before further action is taken.

Council discussed the status of High Street/Old Grove Road in the area extending from Seventh Street up the hill toward McKee's. Council discussed whether the roadway is a Village street, private drive or previously vacated roadway. Historical references to Dolly Road, Dolly Hill, Lentz Road, High Street and Old Grove Road were discussed. Council members recalled different information regarding whether the roadway was historically maintained by the Village and whether a private-drive designation had previously been posted.

Council discussed the amount of Village resources being used to maintain the roadway and the relatively small number of residences served by it. The Village Solicitor Grillo was asked to

research the Recorder's Office records and determine the legal status and ownership of the roadway. Council also discussed the requirements for vacating a public roadway, including the possibility of a public hearing and the effect of a vacation on adjoining property.

Council discussed the need to ensure that the Village retains adequate access to the water collector before considering any vacation of the roadway. Fiscal Officer Rockwell stated that an alternate access route may be available through the cemetery or grove area. No action was taken pending further research.

Fiscal Officer Rockwell reported that she is investigating a grant opportunity to convert the collector building to a solar or off-grid system. Rockwell stated that the existing electrical line from the grove to the collector has been damaged repeatedly by falling trees and has required repairs. Council discussed the condition of the existing line and the possibility of conducting a sunlight study to determine whether the property is suitable for a solar installation. Tree removal may be necessary depending on the results of the study.

Councilperson Butch Chapman discussed sending a card to former Council member Clinton Augustine. Council agreed that a card should be sent.

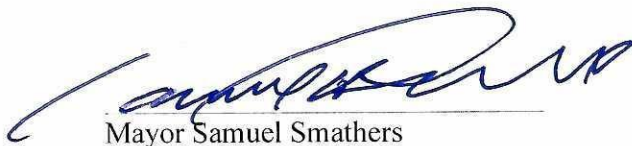
Councilperson Butch Chapman moved to suspend the rules and read by title only Resolution 2026-15 declaring an emergency. Councilperson Clift seconded the motion. All Council members voted "yes". Motion carried. Resolution 2026-15: A Resolution Authorizing a Then & Now Purchase Order to JD Johnson Sales & Service LLC and Declaring an Emergency. Councilperson Butch Chapman moved to adopt Resolution 2026-15 as read. The motion was seconded by Councilperson Jay Chapman. All Council members voted "yes". Motion carried.

Council discussed scheduling a special meeting to consider the supplemental appropriations necessary for the Athens County Sheriff's Office police protection. The special meeting was scheduled for Monday, August 31, 2026 at 6:00 PM. Fiscal Officer Rockwell stated that the purpose of the meeting would be to consider the supplemental appropriations. The meeting was expected to consist of a roll call, consideration and vote on the ordinance, and adjournment.

Mayor Smathers entertained a motion to adjourn.

Councilperson Butch Chapman moved to adjourn. The motion was seconded by Jay Chapman. All Council members voted "yes". Motion carried.

Meeting adjourned at 8:05 PM.



Mayor Samuel Smathers



Fiscal Officer Heather Rockwell