

AGENDA
Jefferson Village Council
Order of Business

Date: Monday, November 21, 2022.

Regular Meeting 7:30 p.m.

Next Ordinance No. 22-(R/O) 3291

Meeting Called to Order by: Mayor Diehl

Pledge of Allegiance:

Moment of Silence

Opening Prayer:

Roll Call of Council: Damon, Dreier, Roderick, Sekanina, Szewczyk, Orvos

Corrections or Additions to the Agenda

Minutes: Addition/Correction

Motion to approve the Council Meeting Minutes of
November 7, 2022.

Motion: _____ Second: _____ Roll: _____

Motion to accept the Jefferson Emergency Rescue District
Meeting Minutes of November 18, 2022.

Motion: _____ Second: _____ Roll: _____

Motion to approve the Safety Committee Meeting Minutes of
November 16, 2022.

Motion: _____ Second: _____ Roll: _____

Visitor's Comments (five-minute limit per council rule #13)

DEPARTMENTS

Administrator Martuccio

Administrator Report

Clerk/Treasurer Fisher

Payroll Report/Special Pay Report

Chief Mackensen

No Report

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

Damon/Drier

No Report

Forestry

Roderick/Sekanina

No Report

Finance

Sekanina/Damon

Motion for the Third Reading of Amended Ordinance No. 22-O- 3285

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2022.

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Amended Ordinance No. 22-O-__3285__

Motion: _____ Second: _____ Roll: _____

Motion for the Second Reading of Resolution No. 22-R-3290

A Resolution declaring the 2004 BMW and the 2009 Ford Escape owned by the Village of Jefferson to be no longer needed for Municipal purposes and authorizing the sale of each to the highest and best bidder as is

Motion: _____ Second: _____ Roll: _____

Motion for the Second Reading of Ordinance No. 22-O-3291

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2023.

Motion: _____ Second: _____ Roll: _____

Motion for the Second Reading of Ordinance No. 22-O-3291

An Ordinance setting forth the pay for salaried, hourly, and part-time employees of the Village of Jefferson, Ohio

Recreation

Orvos/ Roderick

Motion to accept the Administrators Recommendation to take Alicia Morgan off her six-month probation at the Recreation Department and increase her wage per the Wage Ordinance effective the next pay period November 28, 2022.

Motion: _____ Second: _____ Roll: _____

Safety

Szewczyk /Orvos

No Report

Utilities/Wastewater Treatment/Service

Drier/Szewczyk

No Report

Mayor

No Report

**OLD BUSINESS/
NEW BUSINESS**

FYI: Andrews & Pontius LLC Bill

Motion to Close Jefferson Street on December 3, 2022. From the First Congregation Church to the Gazette from 5:00 p.m. to 7:00 p.m.

Motion: _____ Second: _____ Roll: _____

Visitor's Comments (five-minute limit per council rule #13)

CORRESPONDENCE

MEETINGS

Adjourn:

Motion: _____ Second: _____ Roll: _____
Time: _____

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the November 21, 2022, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

November 7, 2022

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

Roll call of Council Damon-Absent, Dreier, Roderick, Sekanina, Szewczyk,
Orvos.

Corrections or Additions to the Agenda:

None

Minutes: Approval/Addition/Correction

Motion by Councilperson Szewczyk to approve the Council Meeting Minutes of
October 17, 2022.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the Jefferson Cemetery Trustees
Meeting Minutes of September 19, 2022.

2nd

Roll: All yea, motion carried

Visitor's Comments (five-minute limit per council rule #13)

Visitor's Comments

None

Also present:

Stephanie Wessell of the Gazette, Jacob Morgan, Chris Mackensen, Diana Mackensen, Sara Mackensen, Joe Edison, Christina Edison, John Allen and Sue Allen.

Departments

Administrator's Report

Village Administrator's report for the period ending November 4, 2022.

Projects update:

Project		Status	Vendor	Grant/Loan	Total Cost
ACTIVE PROJECTS	Project #				
WWTP Renovations	OPWC – R37	Submitted to DOD/EPA Resubmitting to OPWC – R37	CT Consulting	Engineering grant \$90,000	\$1,250,000
Market street & surroundings – Sewer lining	OPWC – R35	In progress	CT Consulting	\$198,000 Grant \$132,000 Loan	\$550,000
Falcon Way Reconstruction	OPWC – R36	Submitted to OPWC – R37 Completed curve correction	CT Consulting	\$180,000 Grant \$50,000 Loan	\$460,000
E. Jefferson St - Reconstruction	OPWC – R36	Moved to spring 2023	Smolen Eng.	49,950 Grant 49,950 Loan	\$199,900
Repair two steel culverts on Popular Street	OPWC Round 32 - ODOT	State to bid this project	Smolen Eng. Working on drawings	100% Grant	TBD Over \$298,454
Sewer cleaning /TV/Lining West Side Town	OPWC round 34	Completed – Have small area to finish up	CT Consulting	\$198,000 Grant \$132,000 Loan	\$550,000
2022 Village Paving Program	220623	To start 11/10/2022	CT Consulting		135,943

Street Dept.

- Operating normal tasks.
- New (used) dump truck is getting fitted with a controller for salt spreader.
- Paving sections of S. Spruce, S. Cucumber and the roadway to our raw pump station at the WWTP should start 11/10/2022.
- Paving of East Jefferson St from Chestnut to the railroad tracks had to be moved to the spring. The asphalt mix specified for this job need higher temperatures for installation.
- Our Equipment Operator John Buzzard will be leaving the Village to take on a position with Lenox Twp. I like to thank John for the many years of service and

wish him the best of luck with his future job. His last day will be Friday, December 9.

- We will be advertising for a Full-Time Utility/Maintenance position since we are down 1 employee and winter is fast approaching.

Recreation Department:

- Operating normally.
- We completed a new roof installation on the entrance building at Memorial Field.
- We will be advertising for a Part-Time Front Desk Support and Part-Time Custodian at JCRC.

Wastewater Treatment Plant:

- Plant operations are running at fully acceptable levels.
- The Market Street and Sundry sewer lining project is in progress.

Police:

Fire:

Other Items:

- We continue to ask all departments to be mindful of all non-essential expenses and we are trying to keep overtime to a minimum.

Properties with Code violations:

Address	Violation Type	Status	Comments
216 Linden	Repairs	Active	
341 S Elm	Tall Grass	Active	
82 E Walnut	Junk – Junk Cars	Active	

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report

September Month End 2022

End of Month Summary	September	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$145,957.01	
Huntington Bank 2257	\$45,448.98	
Star Ohio 26065	\$62,235.77	
Payroll Checking	\$590.12	
Andover/ First Common Bank Checking	\$3,369,520.21	
Ending Balance	\$3,624,752.09	Up 32.8 %
YTD Revenue	\$4,863,546.08	
YTD Expenses	\$3,747,966.27	
Outstanding Encumbrance	\$568,541.42	
Recreation Revenue YTD	\$68,427.52	Up 31.9 %
Senior Revenue YTD	\$12,023.18	Up 24.1 %
Income Tax Revenue YTD	\$1,460,557.32	Up 13.6 %
Sewer Fee Collections YTD	\$672,654.27	Up 5.3 %

Motion by Councilperson Sekanina to accept the **List of Checks paid for September 2022** September 1, 2022 – September 30, 2022
2nd

Roll: All yea, motion carried

Chief Mackensen

October Monthly Report 2022

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

No Report

Forestry

No report

Finance

Motion by Councilperson Sekanina, for the Second Reading of Amended Ordinance No. 22- O- _3285 _

2nd

Roll: All yea, motion carried

Motion for the Second Reading of Amended Ordinance No. 22-O- 3285

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2022.

Motion by Councilperson Sekanina, for the First Reading of Resolution No. 22- R - _3290 _

2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 22-R-3290

A Resolution declaring the 2004 BMW and the 2009 Ford Escape owned by the Village of Jefferson to be no longer needed for Municipal purposes and authorizing the sale of each to the highest and best bidder as is

Motion by Councilperson Sekanina, for the First Reading of Ordinance No. 22- O - _3291 _

2nd

Roll: All yea, motion carried

Motion for the First Reading of Ordinance No. 22-O- 3291

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2023.

Recreation

FYI: November Newsletter

Safety

Motion by Councilperson Szewczyk to accept the Fire Chiefs recommendation to move Christopher D. Lee to inactive effective September 9, 2022

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the 2023 Dispatch Contract with the Ashtabula County Sheriff Office.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Fire Chief's recommendation to hire Edward Justice and Gregory Lachey to the Jefferson Fire Department at the rate of pay per the Wage Ordinance pending their physical and background checks effective November 7, 2022.

2nd

Roll: All yea, motion carried

Utilities/Wastewater Treatment/ Service

Motion by Councilperson Drier, for the Third Reading of Ordinance No.

22- O- _3287 _

2nd

Roll: All yea, motion carried

Motion for the Third Reading of Ordinance No. 22-O-3287

An Ordinance accepting Woodlands Way as a dedicated Street within the Village of Jefferson.

Motion by Councilperson Drier, to adopt Ordinance No.

22- O- _3287 _

2nd

Roll: All yea, motion carried

Motion by Councilperson Drier to accept the resignation from John Buzzard from the Streets Department effective December 9, 2022.

2nd

Roll: All yea, motion carried

Mayor

Mayor Diehl reminded everyone of the Veterans Day events going on Friday November 11, 2022.

Mayor Diehl also thanked Councilperson Szewczyk, Councilperson Szewczyk and Solicitor Fairchild for their service in the military.

OLD BUSINESS/NEW BUSINESS

None

Visitor's Comments (five-minute limit per council rule #13)

None

CORRESPONDENCE

None

MEETINGS

None

ADJOURN

Motion by Councilperson Szewczyk, to adjourn the Council Meeting.
2nd

Roll: All yea, motion carried.

Meeting adjourned at 7:49 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council

JERD Board Meeting

Agenda

November 8, 2022

5:30 pm

Roll Call: John Boczar, Brian Edelman, Steve Sekanina,

Attending:

- **Approve Minutes of October 11th 2022**
- **Approve October List of Bills**
- **Approve October Month End**
- **EMS Report**
- **Other**

Jefferson Emergency Rescue District

October 11, 2022

Regular Meeting

The regular meeting of the Board of Trustees was called to order at 5:31 pm by Steve Sekanina.

Present were:

Board Members: John Boczar, Steve Sekanina, Brian Edelman

Attending: Jacob Rice, Kelly Farina, Joseph Edison

Motion to accept minutes from September 13th 2022 by John Boczar 2nd Steve Sekanina

Roll Call: All yea

Motion to approve September List of Bills by John Boczar 2nd Steve Sekanina

Roll Call: All yea

Motion to approve September month end by John Boczar, 2nd Brian Edelman

Roll Call: All yea

Motion to approve EMS report for September: 126 runs, 81 transports by John Boczar 2nd Steve Sekanina

Roll Call: All Yea

BWC audit was completed: when true-up report was submitted there was a small over reporting of wages, which will result in JERD receiving a refund check.

JERD had FEMA deployment to Florida (hurricane IDA) 9/27/2022 for 7 days, returned 10/6/2022.

We will be putting our levy signs out and do Facebook post for the upcoming elections.

Motion to approve an appreciation dinner December 10th at the Eagles by John Boczar 2nd Steve Sekanina

Roll Call: All yea

Next meeting is November 8th 2022 @ 5:30 pm.

Meeting adjourned @ 6:00 pm by Steve Sekanina 2nd John Boczar

Roll Call: All yea

Submitted by:

Kelly Farina

Payment Listing

UAN v2022.3

October 2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
512-2022	10/17/2022	09/22/2022	EW	State Tax Ohio	\$976.59	C
513-2022	10/17/2022	09/22/2022	EW	Ohio SD Income tax	\$48.29	C
514-2022	10/17/2022	09/22/2022	EW	Village of Jefferson	\$539.70	C
520-2022	10/03/2022	09/29/2022	CH	Speedway	\$1,101.76	C
542-2022	10/07/2022	10/05/2022	EW	Ohio Deferred Comp	\$630.00	C
543-2022	10/12/2022	10/05/2022	EW	EFTPS	\$2,884.51	C
546-2022	10/31/2022	10/06/2022	EW	Ohio Public Employees Retirement System	\$8,634.81	C
547-2022	10/06/2022	10/06/2022	CH	HOMETOWN AUTO PARTS, INC.	\$265.53	C
548-2022	10/06/2022	10/06/2022	CH	Verizon	\$294.29	C
549-2022	10/06/2022	10/06/2022	CH	CHARTER COMMUNICATIONS	\$392.05	C
550-2022	10/03/2022	10/13/2022	CH	Huntington National Bank	\$972.29	C
551-2022	10/13/2022	10/13/2022	CH	Blue Technologies	\$34.22	C
552-2022	10/13/2022	10/13/2022	CH	Dominion Energy Ohio	\$70.56	C
553-2022	10/13/2022	10/13/2022	CH	Huntington National Bank	\$62.85	C
554-2022	10/13/2022	10/13/2022	CH	Discount Drug Mart Inc.	\$9.99	C
555-2022	10/01/2022	10/13/2022	CH	Anthem BCBS	\$501.46	C
556-2022	10/01/2022	10/13/2022	CH	Anthem BCBS	\$6,205.33	C
576-2022	10/26/2022	10/20/2022	EW	EFTPS	\$2,605.73	C
577-2022	10/21/2022	10/20/2022	EW	Ohio Deferred Comp	\$630.00	C
581-2022	10/20/2022	10/20/2022	CH	Aqua Ohio	\$48.08	C
582-2022	10/20/2022	10/20/2022	CH	Blue Technologies	\$40.09	C
586-2022	10/17/2022	10/26/2022	CH	Huntington National Bank	\$145.10	C
17224	07/20/2022	07/20/2022	AW	JACOB RICE	\$242.96 *	V
17224	10/13/2022	10/13/2022	AW	JACOB RICE	-\$242.96	V
17262	09/08/2022	09/08/2022	AW	JANITORS SUPPLY CO, INC.	\$236.50 *	C
17262	10/13/2022	10/13/2022	NEG ADJ	JANITORS SUPPLY CO, INC.	-\$236.50	C
17275	10/07/2022	10/05/2022	WH	Andover Bank	\$699.56	C
17276	10/07/2022	10/05/2022	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$322.18	C
17277	10/06/2022	10/06/2022	AW	The AccuMed Group	\$1,258.54	C
17278	10/11/2022	10/11/2022	AW	Hudson Communications, LLC	\$9,037.78	C
17279	10/13/2022	10/13/2022	AW	BWC	\$703.00	C
17280	10/13/2022	10/13/2022	AW	ESO SOLUTIONS, INC.	\$330.00	C
17281	10/13/2022	10/13/2022	AW	PennCare	\$918.04	C
17282	10/13/2022	10/13/2022	AW	JACOB RICE	\$242.96	C
17283	10/21/2022	10/20/2022	WH	Andover Bank	\$699.56	C
17284	10/21/2022	10/20/2022	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$322.18	C
17285	10/20/2022	10/20/2022	AW	PennCare	\$195.33	C
17286	10/20/2022	10/20/2022	AW	BOB SUMEREL TIRE CO	\$90.00	C
17287	10/20/2022	10/20/2022	AW	JEFFERSON AREA CHAMBER OF COMMEF	\$100.00	C
17288	10/26/2022	10/26/2022	AW	EMERGENCY SERVICES MARKETING COR	\$710.00	C
17289	10/26/2022	10/26/2022	AW	PennCare	\$244.23	C
17290	10/26/2022	10/26/2022	AW	EASTERN MEDICAL LLC	\$132.60	O
17291	10/26/2022	10/26/2022	AW	GET YOUR GRAPHICS,LLC	\$1,074.75	O
Total Payments:					\$43,694.48	
Total Conversion Vouchers:					\$0.00	

Bank Reconciliation

UAN v2022.3

Reconciled Date 10/31/2022

Posted 11/3/2022 11:49:05 AM

Prior UAN Balance:		\$433,040.00
Receipts:	+	\$31,843.22
Payments:	-	\$80,937.46
Adjustments:	+	\$236.50
Current UAN Balance as of 10/31/2022:		\$384,182.26
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 10/31/2022:		\$384,182.26
Entered Bank Balances as of 10/31/2022:		\$386,813.34
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$2,631.18
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.10
Adjusted Bank Balances as of 10/31/2022:		\$384,182.26

Balances Reconciled

Reconciliation Notes

Deflating Bank Errors:

\$0.10

CHECK #17235 WAS CASHED FOR 480.60, BUT WAS WRITTEN FOR 480.50. I WENT TO BANK AND THEY ARE MAKING THE ADJUSTMENT AND SAID IT WILL TAKE A COUPLE OF DAYS. CASE #0597-03NOV22

Governing Board Signatures

There are no outstanding receipts as of 10/31/2022.

There are no outstanding adjustments as of 10/31/2022.

Outstanding Payments

UAN v2022.3

Reconciled Date 10/31/2022

Posted 11/3/2022 11:49:05 AM

<u>Account</u>	<u>Type</u>	<u>Payment #</u>	<u>Post Date</u>	<u>Vendor / Payee</u>	<u>Amount</u>
PRIMARY	Warrant	16933	10/09/2021	STEVEN HILL	\$26.67
PRIMARY	Warrant	17118	04/09/2022	Celia Broom	\$887.16
PRIMARY	Warrant	17220	07/15/2022	ROBERT McNAIR	\$99.61
PRIMARY	Warrant	17239	08/04/2022	CHARTER COMMUNICATIONS	\$392.05
PRIMARY	Warrant	17271	09/29/2022	JEFFERSON AUTO PARTS	\$18.34
PRIMARY	Warrant	17290	10/26/2022	EASTERN MEDICAL LLC	\$132.60
PRIMARY	Warrant	17291	10/26/2022	GET YOUR GRAPHICS,LLC	\$1,074.75
					<u>\$2,631.18</u>

Agency Activity Summary

UH - Jefferson Emergency Rescue

Agency: UH - Jefferson Emergency Rescue | Service Date: From 10/01/2022 Through 10/31/2022

Total Number of ePCRs: 110

Total Number of Incidents: 104

By Branch

100 Jefferson Emergency Rescue = 110

Billing Disposition

	#	%		#	%
Treated/Transported	76	69.1%	Dead Prior To Arrival	1	0.9%
Treated / Transferred Care	N/A	N/A	Dead After Arrival	N/A	N/A
Treated/No Transport (AMA)	4	3.6%	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	N/A	N/A	Assist	6	5.5%
Transported / Refused Care	N/A	N/A	Other	4	3.6%
No Transport / Refused Care	13	11.8%	No Patient Found	2	1.8%
Cancelled	4	3.6%			
Left Blank	N/A	N/A			

Unit Disposition

Description	#	%
Cancelled Prior to Arrival at Scene	3	2.7%
No Patient Contact	2	1.8%
No Patient Found	2	1.8%
Non-Patient Incident (Not Otherwise Listed)	9	8.2%
Patient Contact Made	94	85.5%
Left Blank	0	0.0%
Total	110	100.0%

Patient Evaluation/Care Disposition

Description	#	%
Not Applicable	15	13.6%
Patient Evaluated and Care Provided	80	72.7%
Patient Evaluated, No Care Required	1	0.9%
Patient Refused Evaluation/Care	13	11.8%
Patient Support Services Provided	1	0.9%
Left Blank	0	0.0%
Total	110	100.0%

Crew Disposition

Description	#	%
Back in Service, Care/Support Services Refused	13	11.8%
Back in Service, No Care/Support Services Required	15	13.6%
Incident Support Services Provided (Including Standby)	1	0.9%
Initiated and Continued Primary Care	80	72.7%
Provided Care Supporting Primary EMS Crew	1	0.9%
Left Blank	0	0.0%
Total	110	100.0%

Transport Disposition

Description	#	%
No Transport	15	13.6%
Not Applicable	15	13.6%
Patient Refused Transport	4	3.6%
Transport by This EMS Unit (This Crew Only)	76	69.1%
Left Blank	0	0.0%
Total	110	100.0%

Run Type

	#	%		#	%
Emergency Runs	100	90.1%	Non-Emergency Runs	1	0.9%

Stand By	3	2.7%	Stand By	1	0.9%
Mutual Aid	9	8.2%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	8	7.3%	Intercept	N/A	N/A

Emergency Runs (Scheduled)	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

Runs by Unit

Unit	Total Runs	Treat/ Transp	Treat/ Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/ Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/ Ref. Care	Assist	Other	No Pat. Found
JEF409	95	71	0	2	0	0	4	1	0	0	10	4	1	2
JEF419	15	5	0	2	0	0	0	0	0	0	3	2	3	0
Total	110	76	0	4	0	0	4	1	0	0	13	6	4	2

Runs by Service Level

Dispatched Service Level	#	%	Recommended Service Level	#	%
BLS	60	54.5%	BLS	49	44.5%
ALS	50	45.5%	ALS1	59	53.6%
SCT	N/A	N/A	ALS2	2	1.8%
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

Runs by Insurance Type with Service Level (Multiple insurance types may have

been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
None	49	44.5%	59	53.6%	2	1.8%	N/A	N/A	N/A	N/A	110	100.0%

Runs by Primary PI

Description	#	%
Abdominal Pain	2	1.8%
Airway Obstruction	1	0.9%
Alt. Level Conscious	3	2.7%
Anxiety	1	0.9%
Back Pain (No Trauma)	1	0.9%
COVID-19 (SUSPECTED)	1	0.9%
Cardiac Symptoms	4	3.6%
Chest Pain	4	3.6%
Dizziness	5	4.5%
Dyspnea-SOB	8	7.3%
GI -Constipation	1	0.9%
HYPERTENSION	3	2.7%
HYPOTENSION	1	0.9%
MINOR / GENERAL INJURY	7	6.4%
Migraine	1	0.9%
Monitoring Required	2	1.8%
NON-TRAUMATIC LEG PAIN	2	1.8%
Nose Bleed	2	1.8%
OD - SUSPECTED OPIOID	1	0.9%
OVERDOSE - INTENTIONAL		
Obvious Death	1	0.9%
Psychiatric Emerg.	1	0.9%
Respiratory Failure	1	0.9%
SEPSIS	1	0.9%
Seizure	1	0.9%

Syncope/Fainting	4	3.6%
Trauma Injury	9	8.2%
Unconscious	1	0.9%
Unknown Medical	8	7.3%
Urination Problem	1	0.9%
Vomiting	1	0.9%
Weakness	3	2.7%
<i>Left Blank</i>	28	25.5%
<i>Total</i>	110	100.0%

Runs by Dispatch (EMD) Code

<u>Description</u>	<u>#</u>	<u>%</u>
01A01 ABDOMINAL PAIN	18	16.4%
04D02A ASSAULT	1	0.9%
06C01 Respiratory Distress	13	11.8%
10A02 CHEST PAIN	2	1.8%
12A01 SEIZURE	3	2.7%
13C03 DIABETIC ISSUE	1	0.9%
17D04 FALL/ INJURY	9	8.2%
17D04J FALL/ NON-INJURY	3	2.7%
18C07 HEADACHE/ NON-INJURY	1	0.9%
19C03 HEART PROB/ NOT CHEST PAIN	3	2.7%
21A02 NOSEBLEED (INJURY or NON-INJURY	1	0.9%
23D02 OVERDOSE	2	1.8%
25A01 BEHAVIORAL/ SUICIDAL	1	0.9%
26D01 SICK PERSON	17	15.5%
28C08 STROKE	1	0.9%
29D01 MVC WITH INJURIES	4	3.6%
29D01A MVC UNKNOWN INJURIES	2	1.8%
30A02 GENERAL INJURY/ TRAUMA	1	0.9%
31A01 UNCONSCIOUS / FAINTING	3	2.7%
32B02 UNK PROB/MEDICAL ALERT	16	14.5%
34 Lift Assist	1	0.9%
35 Standby Only	7	6.4%
Left Blank	0	0.0%
Total	110	100.0%

Transport From (Category)

	<u>#</u>	<u>%</u>
--Left Blank--	110	100.0%
Total	110	100.0%

Transport From (Facility)

	<u>#</u>	<u>%</u>
--Left Blank--	110	100.0%
Total	110	100.0%

Transport To (Destination Facility)

	<u>#</u>	<u>%</u>
Ashtabula County Med Center	58	52.7%
--Left Blank--	34	30.9%
UH - GENEVA MEDICAL CENTER	18	16.4%
Total	110	100.0%

Safety Committee Meeting Minutes

16 November 2022

1800 Meeting Started

1907 Meeting Ended

Attendance: Chief Chris Mackensen, Jacob Morgan- Village Resident, Steven Sekanina – Village Council, Brian Diehl – Mayor, Pat Martuccio – Village Administrator, Kevin Orvos – Village Council Safety Committee Member. Chair, John Szewczyk – Village Council Safety Committee Chair.

Police Department

1. Policy and Procedures: Lexipol

Question was asked ‘who wanted to be on policy and procedure subcommittee review board’? There will need to dedicate about 1 hour a week and go through meetings with Lexipol project manager and Chief Mackensen. Of the original introduction email sent out by the Chief only Councilmen Szewczyk and Orvos had completed the 1-hour introduction training by Lexipol. Subcommittee members will need to be dedicated and committed for 4-6 months to complete this project. As policies and procedures are approved then they will be forwarded to Solicitor for final legal review before distribution. The system will start with 30 at first to get the basics or fundamentals in place. First Lexipol Zoom meeting will be November 21, 2022, at 1500 hours.

Subcommittee Lexipol- Chief Mackensen, Safety Committee Chair John Szewczyk, Committee Member Kevin Orvos, and Lexipol Project Manager John Bukata

2. Car Graphics

Chief Mackensen working with Bill Painter. Mr. Painter donating graphics to the Village. Chief stated that current car graphics were faded and didn’t look professional. His goal is to tie into the school and community. Graphics will not be reflective because of cost.

3. Police Slogan

Currently the Village does not have a slogan. Mayor did not recall ever hearing one or know of one. Suggestion by Chair Szewczyk to have the community or school suggest a slogan that the community supports and that is a reflection of everyone. Chief Mackensen stated he would put it on the Police Web Site with a email address for submission. Mayor stated for the winner he would donate a \$100 prize to the winner of the slogan contest.

4. Car and Body Cameras

Equipment is in poor condition, expired, or discontinued in many areas. Chief stated we can keep refurbishing the equipment, basically putting a band aid on the problem or invest into the future of the department.

Police vehicles have no car cameras that work. Body cameras are broken or inoperable which is a liability to the Village. All new camera system for each JPD vehicles and patrolman that uses a web base system and linked together. 1st year cost is \$24K which covers equipment, maintenance and after the 3rd year new replacements of body cam systems. Every year after will cost \$17K for a total cost of \$94K. The system is setup to blur out license plates and peoples faces in public records requests. Also, the system makes it easier ton transfer files to County Prosecutors office through the web.

The system will provide a Cloud Base system, 8 body cameras (2 as backups), 6 police car systems and 8 batteries. The system also keeps all cameras charged.

To install each system, it would cost additional \$1500 per JPD vehicle (6 JPD vehicles), Chief stated he would donate his time and install systems to save the Village over \$30K. To ensure the department is following state and local laws and regulations.

Police Dispatch contract with Ashtabula County Sherriff Department will start the transition on 15 December 2022. This will help to ensure a smooth switch over for the LEADS and 911 systems.

Mutual Aid will still be in effect, but the Sherriff will be 1st on backup calls through the dispatch system. The Sherriff patrols the whole county and can backup community officers easier and safely. JPD should not have to go outside Jefferson unless in selected and extreme situations. Once GPS system is installed into each JPD vehicle.

5. Police personnel:

Field Training Officer (FTO) Handbook:

There was a minimal system in place that had vague and variable training for officers to work the road. In the current training there was room for a person to state 'I was not trained or told'. This is a problem and should not have existed. Chief Mackensen is Field Training Officer (FTO) qualified and the program is a 4 (four) books training manual. These books will follow each officer their entire Police Career. Each task will have self-evaluations, FTO evaluations, retraining if needed, and before a person takes the road they will have to ride with the Chief for final approval.

Report Writing Class:

All officers will need to attend this class. Chief Mackensen stated it will cost \$600 for a year with unlimited Continuing Education Classes. It's a one-time fee for the whole department.

Verizon:

Current phone system is invalid for safety services. Verizon is having a hard time in servicing the community and safety services. Chief Mackensen is looking at T-Mobile because they have a Gold Safety service program.

Marks Radio System is obsolete:

The current system of marks radios needs to be updated. Cost for 2 radio systems is \$4,400K so they will need to be phased in over the next couple of years.

Officer leaving to go to Conneaut Police Department:

The officer has passed all required tests and Chief is waiting for 2-week notice. Chief Mackensen stated he would post position for 2 weeks and review application but would not hire until official notification from officer is received so an overlap can be done.

New part-time officer just received his uniforms and will be working shortly after FTO training.

Future Items to Discussed:

1. Budget
 - a. Equipment
 - i. Replacement of Obsolete Equipment
 - b. Personnel each Officer is \$100K
 - c. Systems standard costs (monthly and yearly)
2. Personnel
 - a. What is vision for personnel in the future of JPD
 - b. What is needed for personnel
 - c. Effectiveness for personnel in support of community
 - d. Each Officer is \$100K versa equipment cost and updates
3. Capital Improvements
 - a. 2023
 - b. 2024
 - c. 2025

Submitted by:

John Szewczyk- Chair Safety Committee

Kevin Orvos- Member