

AGENDA
Jefferson Village Council
Order of Business

Date: Tuesday, January 17, 2023,

Regular Meeting 7:30 p.m.

Next Ordinance No. 21-(R/O) 3295

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
January 3, 2022.

Motion: _____ Second: _____ Roll: _____

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

None

DEPARTMENTS

Administrator Martuccio

Administrator's Report

Clerk/Treasurer Fisher

Payroll Report/Special Pay Report

Schedule B Inside Millage/Levies Outside 10 Mill
Limitation, Exclusive of Debt Levies.

Chief Mackensen

No Report

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands
Damon/Drier

No Report

Forestry
Orvos/Roderick

No Report

Finance
Sekanina/Damon

Motion for the Third Reading of Ordinance No. 22-O-3293

An Ordinance setting forth the pay for Salaried,
Hourly, and
Part-Time Employees of the Village of Jefferson, Ohio
Motion: _____ Second: _____ Roll: _____

Motion to Adopt Ordinance No. 2022-O-3293

Motion: _____ Second: _____ Roll: _____

Motion for the First Reading of Resolution No. 22-R-3295

A Resolution authorizing the Village Mayor to enter
into a professional services and fee agreement with
attorney Jason L. Fairchild and Andrews & Pontius
LLC pursuant to Village of Jefferson Codified
Ordinance sections 234.01 and 234.03

Motion: _____ Second: _____ Roll: _____

Motion to accept the agreement with the Ashtabula
County Board Of Commissioners Emergency
Management Services.

Motion: _____ Second: _____ Roll: _____

Recreation

Roderick/ Sekanina

No Report

Safety

Szewczyk /Orvos

No Report

Utilities/Wastewater Treatment/

Service

Drier/Szewczyk

No Report

Mayor

No Report

OLD BUSINESS/

NEW BUSINESS

FYI Andrews & Pontius LLC

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

CORRESPONDENCE

MEETINGS

None

Adjourn:

Motion: _____ Second: _____ Roll: _____

Time: _____

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the January 17, 2023, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

January 3, 2023

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

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

Corrections or Additions to the Agenda:

Under Safety Services Committee Add Police Chief Chris Mackensen

President Pro-Temp. Motion:

Motion by Councilperson Sekanina to appoint Councilperson Damon as President
pro- temp for the year 2023

2nd

Roll: All yea, motion carried

Rules of Council Motion:

Motion by Councilperson Sekanina to accept the Rules of Council Amended
Ordinance 09-0-3136 passed 5/06/19 for the year 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk, to accept the Roberts Rules of Order for the
Procedures for the Village of Jefferson for the year 2023.

2nd

Roll: All yea, motion carried

Mayors Appointments:

2023 Committees

Motion by Councilperson Damon to approve the Mayor's appointment for the 2022 Village of Jefferson Committees.

2nd

Roll: All yea, motion carried

Building/ Lands:

Chair Lon Damon - Member Katie Dreier

Finance:

Chair Steve Sekanina - Member Lon Damon

Forestry:

Chair Kevon Orvos k - Member Karen Roderick

Recreation:

Chair Karen Roderick - Member Steve Sekanina

Safety:

Chair John Szewczyk - Member Kevin Orvos

Utilities/Wastewater/Services:

Chair Katie Dreier - Member John Szewczyk

Board of Tax Review

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Citizen Ken Fertig to the Tax Review Board to a three-year term expiring 12/31/25.

2nd

Roll: All yea, motion carried

Board of Audit Review

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Mayor Brian Diehl and Councilperson Katy Dreier to the Board of Audit Review Board for the year 2023.

2nd

Roll: All yea, motion carried

Board of Zoning Appeals

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint citizen Tim Leehan to the Board of Zoning Appeals, to with the term expiring 12/31/27.

2nd

Roll: All yea, motion carried

Planning Commission Board

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Brian Diehl to the Planning Commission Board term expiring 12/31/2023.

2nd

Roll: All yea, motion carried

Ambulance Board

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Councilperson Steve Sekanina to the Ambulance Board to a 1-year term, expiring 12/31/2023.

2nd

Roll: All yea, motion carried

Fireman Dependency Board

Motion by Councilperson Szewczyk to approve the recommendation of Fire Chief, Tom Lachey, to appoint Tom Lachey, David Locy and Roger Beckwith, Councilperson John Szewczk and Councilperson Kevon Orvos to the Fireman Dependency Board for a 1-year term, expiring 12/31/2023.

2nd

Roll: All yea, motion carried

Safety Service Community Events Board

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Mayor Brian Diehl, Administrator Pasquale Martuccio, Chief Chris Mackensen, Deputy Chief Aaron Dumperth, Fire Chief, Tom Lachey, Assistant Chief David Locy Assistant Chief Tim Blon, Roger Beckwith, Councilperson John Szewczk , Councilperson Kevon Orvos, John Boczar, Jake Rice and Brian Edelman to the Safety Service Community Board for a 1-year term, expiring 12/31/2022.

2nd

Roll: All yea, motion carried

**Records Commission Board-
STANDING COMMITTEE**

Motion by Councilperson Szewczyk to accept the Mayor's recommendation to appoint Administrator Pasquale Martuccio, Clerk Treasurer Patricia Fisher, Solicitor Jason Fairchild, Income Tax Clerk Amanda Berkowitz to the Records Commission Board.

2nd

Roll: All yea, motion carried

Minutes: Approval/Addition/Correction

Motion by Councilperson Szewczyk to approve the Council Meeting Minutes of December 5, 2022.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Council Meeting Minutes of December 19, 2022.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the Jefferson Joint Cemetery Trustees Meeting Minutes of November 21, 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, and Chip Ashcraft.

Departments

Administrator's Report

Village Administrator's report for the period ending January 3, 2023.

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	In progress	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

Street Dept.

- Operating normal tasks.
- All equipment is ready for snow plowing roads and sidewalks.

Recreation Department:

- Operating normally.

Wastewater Treatment Plant:

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

Police:

Fire:

Other Items:

- Aqua's water main replacement project on South Chestnut is underway. Bentley Excavating has started work on the south end of town and will be advancing north in the weeks to come.
- We continue to ask all departments to be mindful of all non-essential expenses and we are trying to keep overtime to a minimum.
- 2022 was a busy year with many projects underway or completed. I would like to thank all Village employees that took part in this. I would also like to wish everyone a Happy New Year!

Motion by Councilperson Szewczyk to approve the Administrator to go to the 48th Ohio Asphalt Paving Conference Wednesday February 1, 2023. The Village will pay hotel mileage and meals.

Administrator Martuccio thank all the employee of the Village of Jefferson for all there hard work they did this past year to may Jefferson wonderful place to live in.

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report Clerk Treasured Fisher told Council that the Village will be implementing the new employee portol. The new system the employees will not use time off slips anymore. They will be required to request time off via the employee portal. Moving forward early in March the employees will sign in and out thru the SSI System. When this is complete the Village will not be using timecards anymore.

Chief Mackensen

During the month of December 2022, the Jefferson Police Department handled the following:

Reportable Complaints/Calls	372
Incident reports	19
Criminal Arrests	11
Traffic Citations	11
Traffic Crash	4

During the of Year of 2022 the Jefferson Police Department handled the following:

Reportable Complaints/Calls	2884 /3871total
Incident reports	217
Criminal Arrests	89
Traffic Citations	85
Traffic Crash	31

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

No Report

Forestry

No report

Finance

Motion by Councilperson Sekanina, for the Second Reading of Ordinance No. 22-R- 3293 _
2nd

Roll: All yea, motion carried

Motion for the Second Reading of Ordinance No. 22-O-3293

An Ordinance setting forth the pay for Salaried, Hourly, and Part-Time Employees of the Village of Jefferson, Ohio.

Recreation

No Report

Safety

Motion by Councilperson Szewczyk to accept the resignation of Jeremy Cusano effective December 28, 2022, from the Part- Time Class B (Road Qualified) position.

2nd

Roll: All yea, motion carried

Utilities/Wastewater Treatment/ Service

No Report

Mayor

State of the Village 2022

2022 was a busy year for the Village. At the beginning of January, we set several goals that would improve Village services, improve communication to the residents, and identify opportunities for economic development. I'm glad to say that many of these have been accomplished and more are in progress.

In addition, through a combination of cautious spending and positive economic activity, the Village will end the year with a sound financial carry over of just over 3 million dollars, with a good portion of that committed to improvement projects for 2023.

General

- The Village has a new web site, allowing for easier communication of Village news, events, and local government activity. This was

completed in house at no cost to the Village.

- Enabled credit card payments for Village and Rec services to provide easier alternatives for residents to make payments.
- Installed new dusk to dawn gates at the East park/ dog park.
- Partnered with the county and Covered Bridge organization to install the bicentennial bell in the covered bridge pavilion.
- We've had an increased focus on property maintenance code and tall grass violations to improve the overall appearance of the Village.

Economic Development

- Updated the local limit calculations for the wastewater plant, one component that enabled the addition of Lake City Plating to the Village.
- Worked with Lake City to ensure they were able to start production in 2022, a significant economic boost to the Village.
- Passed legislation to allow for and regulate short term rentals.
- The finance committee began to investigate economic development programs including community reinvestment, opportunity zones, and tax incentives for development.
- A letter of interest was sent to the County Commissioners regarding sharing and combining CARES act funds to implement significant economic development projects in partnership with the County and other communities.
- I would like to especially compliment the Jefferson Chamber of Commerce on all their work this year to bring renewed energy into economic development and community activities.

Streets

- Continued to beautify the Village by planting 42 trees.
- Procured a new Steiner tractor to improve the efficiency of sidewalk plowing and mowing of common areas in the Village.

- Procured a new mini excavator which will improve efficiency of street department tasks, perhaps most notable the ability to efficiently repair aging sidewalks.
- Completed the realignment of Falcon Way
- Completed paving on S Spruce, S Cucumber, and WWTP road.
- Completed the chip and seal of roads north of Beech St and crack sealing of E Jefferson in preparation for paving in 2023.
- Phase I of the twin culvert replacement was completed in partnership with ODOT.

Utilities

- Completed the cleaning and relining of Market St sewer lines and surrounding laterals.
- Completed the replacement of the failing bridge at the wastewater treatment plant.
- Signed a contract with Waste Management for an additional 5 years for trash and recycling services.

Rec

- We hired a new, full time recreation director, to assist in improving the community center and expanding programs for the community
- Maximized use of Giddings Park and the covered bridge pavilion with movies and music in the park.
- 24/7 access is now available at the gym, expanding available hours and increasing membership.
- Coordinated with the street department and local community to make much needed repairs to the playground equipment, paint equipment, and add new mulch throughout the playground.
- Coordinated with Country Neighbor to provide free lunches for children and teens through the summer months.
- Held what was likely the largest Christmas parade to date, along with numerous other Christmas activities.

- The Village continues to work with Community Action to develop a solution to ensure Senior meals continue within the Village. This includes passing legislation to provide for a permitted use in the Industrial district, although the Village's preferred solution is to keep the Senior meals in their current location.

Safety

- The open Police Chief position was filled in September.
- Added a tip hotline to allow residents to report concerns to the police department.
- Began the process of upgrading body cameras
- Started an extensive review and update of police policies and procedures.
- Signed a renewed fire service contract with Jefferson Township.

Looking forward

- Will continue to efficiently execute a number of projects throughout the Village including paving E Jefferson, Falcon Way, and other roads.
- I've asked the street department and Administrator to complete a full sidewalk repair and replacement plan for the entire Village. The additional equipment procured in 2022 will enable our crews to better keep up with timely replacements.
- The community center will continue to grow with more attention to the gym, additional programs, and additional community activities.
- I would encourage Council, and specifically the Finance Committee, to continue discussions focused on enacting legislation for economic development tools. We will also continue to actively participate with Growth Partnership and the County to ensure Jefferson is positioned to benefit from their efforts as well.
- I would like to thank the Village employees, council members, chamber, residents, and other Village organizations for continuing to make Jefferson a great place to live and work and look forward to another successful year in 2023.

FYI: 2023 Village Officials, Members of Committees and Boards

OLD BUSINESS/NEW BUSINESS

None

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

None

CORRESPONDENCE

None

MEETINGS

ADJOURN

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

Roll: All yea, motion carried.

Meeting adjourned at 7:51 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council