

AGENDA
Jefferson Village Council
Order of Business

Date: Monday, March 20, 2023.

Regular Meeting 7:30 p.m.

Next Ordinance No. 23-(R/O) 3303

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
March 6, 2023.

Motion: _____ Second: _____ Roll: _____

Council Meeting February 21, 2023 was canceled
reason being lack of quorum.

Motion to accept the Jefferson Emergency Rescue
District Meeting Minutes of March 8, 2023.

Motion: _____ Second: _____ Roll: _____

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

DEPARTMENTS

Administrator Martuccio

Administrator's Report

Clerk/Treasurer Fisher

Payroll Report/Special Pay Report

FYI: Debt Schedule

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 Second Reading of Resolution No. 23-R-3296

A Resolution enacting and adopting amended and updated code of Ordinances of the Village of Jefferson, Ohio, published by American Legal Publishing Corporation, and copyrighted 2023.

Motion: _____ Second: _____ Roll: _____

Motion to Suspend Council Rules Resolution No.
2023-R-3296

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Resolution No. 2023-R-3296

Motion: _____ Second: _____ Roll: _____

**Motion for the Second Reading of Ordinance No.
23-O-3297**

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

Motion: _____ Second: _____ Roll: _____

**Motion for the Second Reading of Ordinance No.
23-O-3300**

An Ordinance authorizing all actions necessary to
accept Northeast Ohio Public Energy Council
Energized Community Grants.

Motion: _____ Second: _____ Roll: _____

Recreation

Roderick/ Sekanina

FYI: Kindergarten Kick Start

FYI: Flier 2023 T-Ball

FYI: JCRC Safety Town

FYI: Summer Soccer Session

Safety

Szewczyk /Orvos

Motion to accept the Mayor's recommendation to
remove Chief Chris Mackensen off probation and
receive a \$0.50 per hour wage increase effective
March 20, 2023.

Motion: _____ Second: _____ Roll: _____

Motion to accept the sick time hours for Ryan Maki from the City of Ashtabula in the amount of 148.2 hours.

Motion: _____ Second: _____ Roll: _____

Utilities/Wastewater Treatment/
Service
Dreir/Szewczyk

Motion for the First Reading of Resolution No. 23-R-3302

Resolution authorizing the Mayor and Clerk-Treasurer to enter into a Real Estate purchase agreement and to proceed with the purchase of certain Real Estate in the Village of Jefferson and declaring an emergency.

Motion to Suspend Council Rules Resolution No. 2023-R-3302

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Resolution No. 2023-R-3302

Motion: _____ Second: _____ Roll: _____

Mayor

No Report

OLD BUSINESS/
NEW BUSINESS

None

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

None

MEETINGS

None

Adjourn:

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

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the March 20, 2023, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

March 6, 2023

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

Opening Prayer: Pastor Joe Laing of the Bethel Bible Church

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

Corrections or Additions to the Agenda:

Under Finance Ordinance 2023-O-3298 and Ordinance 2023-O-3299 Need to be suspended and passed so the Budget can be available April first.

Under Utilities/ Wastewater Treatment/Service Motion to accept the resignation of James Ewing.

Minutes: Approval/Addition/Correction

Motion by Councilperson Szewczyk to approve the Council Meeting
Minutes of February 6, 2022.

2nd

Roll: All yea, motion carried

Council Meeting February 21, 2023 was canceled reason being lack of quorum.

Motion by Councilperson Szewczyk to approve the Finance Committee Meeting Minutes of February 6, 2023

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Finance Committee Meeting Minutes of February 13, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Safety Committee Meeting Minutes of February 6, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Safety Committee Meeting Minutes of February 15, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the Jefferson Emergency Rescue District Meeting Minutes of January 11, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the Jefferson Emergency Rescue District Meeting Minutes of February 7, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to accept the Jefferson Cemetery Trustees Meeting Minutes of January 16, 2023.

2nd

Roll: All yea, motion carried

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

Visitor's Comments

Jim Chiacchiero of 304 Frayer Street spoke to Council on concerns that have been going around about putting a Street to the School in their housing development. He said the Maintenance crew was out measuring and the crew told them a new road was going to go thru their development to the school.

He told Council that the residents are worried about emergency vehicles going thru their development. If there was an emergency at the school. He told Council that their development is a nice quiet area. People walk and ride their bikes thru this area. Chiacchiero said the resident were also worried if we put a new road that the student with cars will be racing fast thru the development.

Chiacchiero gave Council four options with pros and cons and maps that could be used for a new road if it were to be built.

Jim Chiacchiero said that it is all going to be up to the decision makers that are responsible to make the best decision for the community. He also states he hopes that there would be no conflict among the decision.

Administrator Martuccio told everyone that there has not been any official discussion at all about putting a road to the school. If anything would be put in place it would be emergency vehicles only.

A Resident from Washington Blvd. complained to Council about the Chip and Seal that was done on Washington Blvd. he said it was not done properly. He stated that building up the road higher is not a good thing. It will cause issue for him getting out of his driveway. The Road and the driveway will not be even.

Administrator Martuccio told everyone that the engineers were the ones that told us the process of the Chip and Seal. In 2023 the road is going to be paved and the chip and seal was a step to help with the paving for 2023.

Also present:

Stephanie Wessell of the Gazette, Chip Ashcraft, Jake Rice, Pastor Joe Laing of the Bethel Bible Church, Janet Discher, Rosemary Hope, Jeff Hope, Jim Chiacchiero, Carrie Lyerly, Jeff Workman, Patty Workman, Dorothy Kirkinburg, Jill Cole, Don Cole, Mary Talcott, Debi Paxton, David Paxton and Kris Velliquette.

Departments

Administrator's Report

Village Administrator's report for the period ending March 6, 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.
- We are working on a sidewalk survey to come up with a multi-year plan to replace and/or repair our sidewalks .We are looking into purchasing a gently used gas powered, walk behind, concrete grinder. This would allow for our street crew to eliminate most of the trip hazards in areas where sidewalks are in good condition.
- We are also looking at purchasing a new Ford F-550 with dump bed, plow and salt spreader. I will be needing a council resolution once that I have 3 comparable quotes.
- Village cleanup day has been scheduled for Saturday, May 13th .

Recreation Department:

- Operating normally.

- We are working on some ideas on how to improve and expand our gym. We would like to open the floor plan, add some natural lighting, and expand the back side into the current storage area.
- Registration for T-Ball is now open. The deadline is May 5th.
- Breakfast with the Easter Bunny is Saturday April 1st from 8 to 9:30 at Giddings Hall.
- Spring Craft Fair is also on Saturday April 1st from 9 to 3pm at JCRC. Please visit our Village website for more details about these events.
- Katie has ordered a new leg press machine and a new spin bike. We expect delivery in the next couple of weeks.
- Preschool Registrations will be open on March 20th.

Wastewater Treatment Plant:

- Plant operations are running at fully acceptable levels.
- The Market Street and Sundry sewer lining project is still in progress.
- We are working with CT Consultants to identify areas of the WWTP that need to be overhauled. The EQ Tank project is part of the plan, and it will help both increase capacity and prevent/contain overflows. So far, we have been approved for \$90,000 Design Grant from the Ohio Department of Development. We have also applied for an additional \$775,000 Construction Grant.

Police:

Fire:

Other Items:

- Aqua's water main replacement project on South Chestnut is underway. Bentley Excavating completed the main line replacement and is now working on transferring all water services to the newly installed line.
- Aqua is aware of our paving project for E. Jefferson St. I have asked for any waterline work in the roadway to be completed before we pave.

- On Monday February 27th, Mayor Diehl and I had a meeting with Aquas' representatives. The topic of discussion was the E. Cedar & Maplewood Water Main Replacement Project. Currently, the main lines for these areas run through properties' back yards. The lines are old, capacity is limited and there are no hydrants for fire protection. The proposal is to run new lines in the Village's R-O-W in front of the properties. In doing so, 33 homes will eventually have to reroute their service lines from the back to the front where the new taps will be installed (Aqua is going to allow for a 2–3-year grace period for this work to be done).

Unfortunately, the financial responsibility for the rerouting of the individual service lines falls on the homeowners according to Aquas' Tariff schedule. I have reached out to Dawn Gates at Ashtabula County Planning and Development. She is looking into possibly using the (CHIP) Grant program to help homeowners with this expense.

I have attached a general map of the project, a sample letter that was sent to the affected homeowners, and a handout regarding the (CHIP) Grant Program.

- The creation of a CRA for the Village is moving forward. Chris Hopkins from CT is our main contact for this project. She and her team will be assisting the Village in preparing and submitting a CRA petition package to the Ohio Department of Development, attending necessary meetings, and providing all necessary applications to implement the program once final approval is received.

I'm planning to have Chris attend one of the next council meetings to explain more details about this project. I have attached the signed proposal.

- We had a bid opening on March 2, 2023 for our 2 surplus vehicles. The 2006 International Low-Pro Dump Truck sold for \$8,000 and the 2004 BMW 325 sold for \$724.
- We continue to ask all departments to be mindful of all non-essential expenses and we are trying to keep overtime to a minimum.

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report

Payroll Report/Special Pay Report

Motion by Councilperson Orvos to approve the attendance of Clerk-Treasurer Fisher to attend the Ohio Public Finance Officers Training 2023 Institute June 6 thru June 9, 2023, the cost to the Village for the training is \$329.00. The cost to the Village will be lodging, meals and mileage.

2nd

Roll: All yea, motion carried

Motion by Councilperson Orvos to approve the attendance of Clerk-Treasurer Fisher to attend the Ohio Association of Public Treasurers Hot Topic Seminar April 28, 2023, the cost to the Village for the training is \$40.00. Cost to the Village will be lodging, meals and mileage.

2nd

Roll: All yea, motion carried

FYI: 2019 and 2020 Final Audit

FYI: 2022 Hinkle Report

Chief Mackensen

No Report

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

No Report

Forestry

No report

Finance

Motion by Councilperson Sekanina for the Third Reading of Resolution No. 23-R- 3295 _
2nd

Roll: All yea, motion carried

Motion for the Third Reading of Resolution No. 23-R-3295

A Resolution authorizing the Village Mayor to enter into a professional service. 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 by Councilperson Sekanina to Adopt Resolution No. 23-R-__3295____
2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina for the Second Reading of Resolution No. 23-R- 3296 _
2nd

Roll: All yea, motion carried

Motion for the Second Reading of Resolution No. 23-R-3296

A Resolution enacting and adopting amended and updated code of Ordinances of the Village of Jefferson, Ohio, published by American Legal Publishing corporation, and copyrighted 2023.

Motion by Councilperson Sekanina for the First Reading of Ordinance No. 23-O- 3297 _
2nd

Roll: All yea, motion carried

Motion for the First Reading of Ordinance No. 23-O-3297

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

Motion by Councilperson Sekanina for the First Reading of Ordinance No. 23-O- 3298 _
2nd

Roll: All yea, motion carried

Motion for the First Reading of Ordinance No. 23-O- 3298

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2023.
2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina to Suspend Council Rules Ordinance No. 2023-O-3298.
2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina to Adopt Ordinance No. 2023-O-3298
2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina for the First Reading of Resolution No. 23-R- 3299 _
2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 23-R- 3299

A Resolution Authorizing the Transfer of Money from the 101 General Fund.

Motion by Councilperson Sekanina to Suspend Council Rules Resolution No. 2023-R-3299
2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina to Adopt Resolution No. 2023-R-3299
2nd

Roll: All yea, motion carried

Recreation

Motion by Councilperson Roderick to approve the Surplus sale items that will be put in the Village sale.

2nd

Roll: All ye, motion carried

Surplus Sale Items

Streets Department

8 benches

Road Maintainer

1984 Ingersoll Rand Air Compressor

2016 Durapatcher

Snowplow Wausau Brand

3 Car Tires

25 Gallon Grease Gun Barrel

Stainless Steel Slide

Wood Picnic Table

White Outdoor Tiller

Welder Tank Cart

16 – Foot Ladder Pick Scaffold

Police Department

HP Hewlett Packard Vectra VL400

Digital Watch Dog DW-VMAX8

Windows XP Professional Tower

HPS2031 Monitor

Royal ORCA 9512X

Lexmark Printer & Cartridge Program

Fusion Workforce 2650

Dell Monitor

3 Filing Cabinets

Recreation Department

2-tier desk

Desk

metal storage cabinet

FYI: Flier Breakfast with the Easter Bunny

FYI; Flier 2023 T-Ball

Safety

No Report

Utilities/Wastewater Treatment/ Service

Motion by Councilperson Dreier for the First Reading of Resolution No. 23-R- 3301
2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 23-R- 3301

A Resolution authorizing the Village Administrator to execute the work authorization with CT Consultants, inc. Concerning the Village of Jefferson WWTP Eq Design & Specifications Project.

Motion by Councilperson Dreier to Suspend Council Rules Resolution No. 2023-R-3301
2nd

Roll: All yea, motion carried

Motion by Councilperson Dreier to Adopt Resolution No. 2023-R-3301
2nd

Roll: All yea, motion carried

Motion by Councilperson Dreier to accept the resignation of James Ewing effective immediately March 6, 2023
2nd

Roll: All yea, motion carried

Mayor

No Report

OLD BUSINESS/NEW BUSINESS

FYI Andrews & Pontius LLC

FYI: Remote Area Medical

FYI: Ashtabula County Combined Health District

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

None

CORRESPONDENCE

Saturday May 13, 2023 is the Village wide cleanup day.

MEETINGS

None

ADJOURN

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

Roll: All yea, motion carried.

Meeting adjourned at 8:19 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the March 6, 2023, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

February 21, 2023

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

Opening Prayer: Curtis Cecil of the Jefferson Church of the Nazarene

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

Meeting Canceled last of quorum.