

AGENDA
Jefferson Village Council
Order of Business

Date: Monday, June 19, 2023.

Regular Meeting 7:30 p.m.
Next Ordinance No. 23-(R/O) 3308

Meeting Called to Order by: Mayor Diehl

Pledge of Allegiance:

Moment of Silence

Opening Prayer:

Motion by to appoint Councilperson _____ to take
minutes in the absence of the Clerk/Treasurer,
Motion: _____ Second: _____ Roll: _____

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
June 5, 2023.
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/Dreier

No Report

Forestry
Orvos/Roderick

No Report

Finance
Sekanina/Damon

Motion for the Third Reading of Resolution No. 23-R-3305

Resolution declaring it necessary to renew an existing 2.00 Mills Tax Levy and requesting the Ashtabula County Auditor to certify the total current tax valuation of the Village of Jefferson and the dollar amount of revenue that would be generated by that renewal levy.

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Resolution No. 2023-R-3305

Motion: _____ Second: _____ Roll: _____

Motion for the Second Reading of Resolution No. 23-R-3306

Resolution for the submission to the electors of the Village Of Jefferson, Ohio the question of a renewal levy of 2.00 mills Per year for five years for the benefit of Jefferson Village for the Purpose of general construction, reconstruction, resurfacing, and repair of roads and bridges

Motion: _____ Second: _____ Roll: _____

Recreation

Roderick/ Sekanina

No Report

Safety

Szewczyk /Orvos

Motion to approve Chief Maskensen's recommendation to move Patrolman Joe Schor who has completed his six-month step increase at the Detective/ Patrolman position. And receive a \$.50 per hour pay increase per the wage Ordinance.

Motion: _____ Second: _____ Roll: _____

Utilities/Wastewater Treatment/

Service

Dreier/Szewczyk

No report

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 June 19, 2023, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

June 5, 2023

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

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

Corrections or Additions to the Agenda:

Administrator Martuccio added to the agenda asking approval to seek a seat on the
Transportation Improvement District Board.

Motion by Councilperson Szewczyk to approve the Administrator to apply for a
seat on the Transportation Improvement District Board.

2nd

Roll: All yea, motion carried

Minutes: Approval/Addition/Correction

Motion by Councilperson Szewczyk to approve the Council Meeting
Minutes of May 15, 2023.

2nd

Roll: All yea, motion carried

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

Visitor's Comments

Resident Stan Zwaduk of 259 East Jefferson Street addressed the Council with his concerns about the dogs barking at the dog park. Along with Police patrol in the park. Concerned kids are going into the park late at night.

Also present:

Stephanie Wessell of the Gazette.

Departments

Administrator's Report

Village Administrator's report for the period ending June 5, 2023.

Projects update:

Project		Status	Vendor	Grant/Loan	Total Cost
ACTIVE PROJECTS	Project #				
WWTP Renovations	OPWC – R37	In Progress	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	Approved	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	CT Consulting	\$198,000 Grant \$132,000 Loan	\$550,000
2023 Village Paving		Bid Packet	CT Consulting		

Street Dept.

- Operating normal tasks.
- Street crew is working on keeping our grounds mowed and continue to pick up brush from residents' yards.
- We had a bid opening for the 2023 Village Paving Program. Of the 5 bidders, Karvo Companies, Inc. submitted the lowest bid for a total of \$224,765.76. We have a resolution for Council tonight to move forward with this project.

- We are 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 was a success. WM picked up 41.43 tons of unwanted items for a total cost to the Village of \$ 5,899.36. I would like to thank all residents that have played a part in keeping our Village clean.

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. We should have a preliminary plan in the next week or so.
- We have reached out to Mr. Montanaro and have expressed interest in the old playground that is being replaced at Jefferson Elementary. Our Rec Director and our Village Street crew are making good progress with this relocation project. Katie was able to get in touch with Bob Smetana, a local Playground Equipment Services representative. Katie and I have met with Bob, and he is working on a proposal for reinstalling the equipment at Giddings Park. More details on this project will be coming soon.
- Kick Start begins this week on Wednesday June 7th.
- Kids weekly summer trips will begin June 8th. Please see flyer for more details.
- T-Ball has started.
- Youth Soccer registrations are still open until June 16th.
- The first of 5 movies in the park for this year will be on June 9th and the movie played will be Jurassic World Dominion. (Please see flyer for details)

Wastewater Treatment Plant:

- Plant operations are running at fully acceptable levels.
- The Market Street and Sundry sewer lining project is complete. The contractor is supposed to send CT before and after videos for review before final payment can be issued.
- 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.
- We have submitted 2 applications to OPWC for the WWTP. The first one is for the EQ Tank and the second is for the rehab of our clarifiers.

Police:

Fire:

Other Items:

- Aqua's water main replacement project on South Chestnut is nearing completion. Trees have been planted, sidewalks have been completed and lawn restorations should be starting soon.
- Aqua's E Jefferson St. water main replacement project is making very good progress. We expect construction to be done in 2-3 weeks.
- Aqua was able to accommodate our request for the Jefferson Falcon logo to be painted on one of the water towers in the Village on E. Erie St. They also added the words "Village of Jefferson". (See attached picture)
- We are advertising a Part-Time Administrative Support position. I hope to conduct interviews later this week.
- 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 St.	Property Maint.	Active	New property owner improving property
337 S. Chestnut	Cars/Maintenance	Active	Working with Police Chief and Solicitor

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report

April Month End

End of Month Summary	April	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,030.40	
Huntington Bank 2257	\$45,450.12	
Star Ohio 26065	\$63,536.55	
Payroll Checking	\$0.00	
Andover/ First Common Bank Checking	\$3,918,765.74	
Ending Balance	\$4,174,782.81	Up 21.2. %
YTD Revenue	\$2,397,198.93	
YTD Expenses	\$1,543,352.09	
Outstanding Encumbrance	\$382,750.81	
Recreation Revenue YTD	\$52,603.35	Up 5.7 %
Senior Revenue YTD	\$8,211.97	Up 50.6 %
Income Tax Revenue YTD	\$986,526.65	Up 8.5 %
Sewer Fee Collections YTD	\$302,492.26	Up 1.6 %

Motion by Councilperson Szewczyk to accept the **List of Checks paid for April 2023** April 1, 2023 – April 30, 2023

2nd

Roll: All yea, motion carried

Clerk Treasurer Fisher told Council that the Fraud Policy, she gave them tonight must be signed and turned back to her for the State Audit.

Clerk Treasurer Fisher also told the Council that each Council member must take the Certified Public Records Training.

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 Second Reading of Resolution No. 22-R-3305 _
2nd

Roll: All yea, motion carried

Motion for the Second Reading of Resolution No. 23-R-3305

Resolution declaring it necessary to renew an existing 2.00 Mills Tax Levy and requesting the Ashtabula County Auditor to certify the total current tax valuation of the Village of Jefferson and the dollar amount of revenue that would be generated by that renewal levy.

Motion by Councilperson Sekanina for the First Reading of Resolution No. 22-R-3306 _
2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 23-R-3306

Resolution for the submission to the electors of the Village Of Jefferson, Ohio the question of a renewal levy of 2.00 mills Per year for five years for the benefit of Jefferson Village for the Purpose of general construction, reconstruction, resurfacing, and repair of roads and bridges

Recreation

FYI: Movies in the Park 2023

FYI: Kids Summer Trips

Safety

Councilperson Szewczyk set up a Safety Meeting.

SAFETY COMMITTEE MEETING

June 19, 2022

6:00 p.m.

Town Hall

Topic:

Last section Lexipol

Community Safety Initiative

Re-structure Pay Scale, Compensation, and promotions.

Lateral Transfer- Vacation Time review Ordinance

Utilities/Wastewater Treatment/ Service

Motion by Councilperson Sekanina for the First Reading of Resolution No. 22-

R- 3307 _

2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 23-R-3307

A Resolution authorizing the Village Administrator to enter into a contract with Karvo Companies, Inc. For the Village of Jefferson's 2023 Asphalt Paving Program known as project no. 231139 and declaring an emergency.

Motion by Councilperson Szewczyk to Suspend Council Rules Resolution No. 2023-R-3307.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to Adopt Resolution No. 2023-R-3307

2nd

Roll: All yea, motion carried

Mayor

No Report

OLD BUSINESS/NEW BUSINESS

Motion by Councilperson Szewczyk to approve the closure request from the Jefferson Chamber of Commerce for the upcoming Friday night out events. this for the upcoming summer. We would like to block just a small section in the center of town. The closure would be on W. Jefferson Street, directly in front of the Courthouse and Gazebo. The blocked section would start on W. Jefferson Street, from just past the exit of the Ashtabula County Health Department, to the stop line at the west intersection of W. Jefferson Street and Chestnut Street. We would like to close the section of the road starting at 2 pm and then reopen it as soon as we are able to clear the area at the end of the event, approximately 9:00 pm.

2nd

Roll: All yea, motion carried

FYI: Memo from the County Commissioners Motor Vehicle License Tax.

FYI: Jefferson Chamber Evening Meeting June 20, 2023

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

None

CORRESPONDENCE

None

MEETINGS

SAFETY COMMITTEE MEETING

June 19, 2022

6:00 p.m.

Town Hall

Topic:

Last section Lexipol

Community Safety Initiative

Re-structure Pay Scale, Compensation, and promotions.

Lateral Transfer- Vacation Time review Ordinance

ADJOURN

Motion by Councilperson Szewczyk to adjourn the Council Meeting.

2nd

Roll: All yea, motion carried.

Meeting adjourned at 7:57 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council