

AGENDA
Jefferson Village Council
Order of Business

Date: Monday, August 21, 2023.

Regular Meeting 7:30 p.m.
Next Ordinance No. 23-(R/O) 3310

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 August 7, 2023.

Motion: _____ Second: _____ Roll: _____

Motion to accept the Jefferson Cemetery Trustees Meeting Minutes of June 26, 2023.

Motion: _____ Second: _____ Roll: _____

Motion to accept the Jefferson Emergency Rescue District Meeting Minutes of August 15, 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 First Reading of Ordinance No. 23-
O- 3309**

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 to Suspend Council Rules Ordinance No. 2023-O-3309

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Ordinance No. 2023-O-3309

Motion: _____ Second: _____ Roll: _____

Recreation

Roderick/ Sekanina

No Report

Safety

Szewczyk /Orvos

No Report

**Utilities/Wastewater Treatment/
Service**

Dreier/Szewczyk

Motion for the First Reading of Resolution No. 23-R-3310

A Resolution declaring the Road Maintainer and the 2013 Durapatcher 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: _____

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 August 21, 2023, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

August 7, 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:

Motion to go into executive session and take action with the consideration of public employment after Building and Lands.

Minutes: Approval/Addition/Correction

Motion by Councilperson Damon to approve the Council Meeting Minutes of July 17, 2023.

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, Chiacchiero and Hendrik Wolfert.

Departments

Administrator’s Report

Village Administrator's report for the period ending August 7, 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	Ronyak won bid – Resolution needed	CT Consulting	\$180,000 Grant \$50,000 Loan	\$460,000
E. Jefferson St - Reconstruction	OPWC – R36	Paving Complete – Storm to be done by Village	Smolen Eng.	49,950 Grant 49,950 Loan	\$199,900
Repair two steel culverts on Popular Street	OPWC Round 32 - ODOT	Complete	Smolen Eng. Working on drawings	100% Grant	TBD Over \$298,454
2023 Village Paving		Complete	CT Consulting		\$224,765.76

Street Dept.

- Operating normal tasks.
- Our Street crew has been busy with removing old sidewalks and preparing for new sidewalks. East Satin St between Market and Chestnut is complete. Also, the north sidewalk on East Walnut St between Market and Chestnut is now complete. Next on the schedule is the south side on East Walnut.
- Karvo Construction paved all streets that were part of the 2023 Village Paving Program. Those streets included Washington, Jackson, Adams, Linden, Pine, E. Cedar by Montrose and Hickory Court.
- The E. Jefferson St reconstruction project is done as far as the paving goes. Our street crew will be working on replacing storm drains starting by the post office heading west. This will be part of our local contribution to this project.
- We are looking at purchasing a new Ford F-550 with dump bed, plow and salt spreader. It is still very difficult to find a dealership that either has or can order this type of truck. Availably is very slim from the manufacturers.

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.
- 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.
- One of the HVAC units at Giddings Hall has now failed beyond repair. Our police department has no AC. I'm in the process of getting quotes for a replacement. I suspect this is not going to be a cheap fix and we might need to shift some monies around in our budget.
- Lisa Dickson and Kim Widger have successfully completed their 6-month probation period. With council approval they can be taken off probation and be paid at the full rate as per our wage ordinance.

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. It seems like the clarifier's application might have a good chance at getting approved.

Police:

Fire:

Other Items:

- Aqua’s water main replacement project on South Chestnut is nearing completion. Lawn restoration work is scheduled to start the week of August 14.
- 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
337 S. Chestnut	Cars/Maintenance	Active	Working with Police Chief and Solicitor

Administrator Martuccio told Council that Aqua Ohio is starting to work on the water on West Cedar Street and Maplewood.

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report

May Month End

End of Month Summary	May	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,030.40	
Huntington Bank 2257	\$45,450.12	
Star Ohio 26065	\$64,346.37	
Payroll Checking	\$285.65	
Andover/ First Common Bank Checking	\$4,096,179.10	
Ending Balance	\$4,353,291.64	Up 13.0%
YTD Revenue	\$2,918,258.23	
YTD Expenses	\$1,885,902.56	
Outstanding Encumbrance	\$426,545.26	
Recreation Revenue YTD	\$66,572.52	Up 6.6 %
Senior Revenue YTD	\$11,648.69	Up 50.4 %
Income Tax Revenue YTD	\$1,159,189.40	Up 7.4 %
Sewer Fee Collections YTD	\$441,621.07	Up 4.1 %

Motion by Councilperson Damon to accept the **List of Checks paid for May 2023**
 May 1, 2023 – May 31, 2023
 2nd

Roll: All yea, motion carried

June Month End

End of Month Summary	June	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,030.40	
Huntington Bank 2257	\$45,450.12	
Star Ohio 26065	\$64,624.60	
Payroll Checking	\$606.95	
Andover/ First Common Bank Checking	\$3,869,241.77	
Ending Balance	\$4,126,953.84	Up 24.9. %
YTD Revenue	\$3,322,617.45	
YTD Expenses	\$2,515,599.58	
Outstanding Encumbrance	\$377,604.68	
Recreation Revenue YTD	\$76,379.64	Up 8.8 %
Senior Revenue YTD	\$14,336.88	Up 38.1 %
Income Tax Revenue YTD	\$136,424.09	Up 10.1 %
Sewer Fee Collections YTD	\$454,116.22	Up 5.0 %

Motion by Councilperson Szewczyk to accept the **List of Checks paid for June 2023**
 June 1, 2023 – June 30, 2023
 2nd

Roll: All yea, motion carried

Clerk-Treasurer Fisher told Council that she was going to move some money from the General checking account to Star Ohio since interest rate have gone up.

Chief Mackensen

No Report

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

No Report

Forestry

No report

Finance

Councilperson Sekanina set a Finance Committee Meeting For August 21, 2023, at Five p.m. Subject will be to amend the 2023 appropriations.

Recreation

Motion by Councilperson Roderick to approve the Administrator's recommendation to move Kim Widger who has completed her six-month step increase at the Part Time Front Desk Support position. And receive a \$.50 per hour pay increase per the wage Ordinance. Effective August 7, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to approve the Administrator's recommendation to move Lisa Dickson who has completed her six-month step increase at the Part Time Part Time Custodian position. And receive a \$.50 per hour pay increase per the wage Ordinance. Effective August 7, 2023.

2nd

Roll: All yea, motion carried

Safety

Utilities/Wastewater Treatment/ Service

Motion by Councilperson Dreier for the First Reading of Resolution No. 23-R- 3303 _

2nd

Roll: All yea, motion carried

First Reading of Resolution No. 23-R-3308

A Resolution authorizing the Village Administrator to enter into a contract with Ronyak Paving, INC. For the village of Jefferson's Falcon Way Roadway improvements known as project no. 220406 and declaring an emergency.

Motion by Councilperson Dreier to suspend Council Rules Resolution No. 23

-R- __ 3308 ____

2nd

Roll: All yea, motion carried

Motion by Councilperson Dreier to Adopt Resolution No. 23-R- __ 3308 ____

2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to go into executive session at 7:53 p.m. for the consideration of public employment.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to leave the executive session at 8:04 p.m.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to go back into regular session at 8:05 p.m.

2nd

Roll: All yea, motion carried

Motions to take the recommendation to hire Gene Requa off the table.
Motion did not pass there was no motion to go forward.

Motion Tabled

Motion to accept the Administrator recommendation to hire Gene Requa to the Part Time Administrative Support. He will start Monday July 31, 2023, at the pay rate pers the Wage Ordinance.

Mayor

Mayor Diehl thanked the Jefferson chamber of Commerce and the Recreation Department for all the hard work that was put in to make the Jefferson Summer Fest a success.

OLD BUSINESS/NEW BUSINESS

None

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

Hendrick Wolfert of 35 North Elm Street told everyone who put on the Jefferson Summer Fest. It was a huge success and by doing these types of events it brings the Community and people together.

CORRESPONDENCE

None

MEETINGS

None

ADJOURN

Motion by Councilperson Szewczyk to adjourn the Council Meeting.

2nd

Roll: All yea, motion carried.

Meeting adjourned at 8:07 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council