

AGENDA
Jefferson Village Council
Order of Business

Date: Monday, December 18, 2023.

Regular Meeting 7:30 p.m.
Next Ordinance No. 23-(R/O) 3325

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
December 4, 2023.

Motion: _____ Second: _____ Roll: _____

Motion to accept the Jefferson Emergency Rescue
District Meeting Minutes of December 12, 2023.

Motion: _____ Second: _____ Roll: _____

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

DEPARTMENTS

Administrator

Administrator Report

Clerk/Treasurer Fisher

Payroll Report/Special Pay Report

October Month End

End of Month Summary	October	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,030.40	
Huntington Bank 2257	\$45,450.12	
Star Ohio 26065	\$65,822.90	
Payroll Checking	\$978.16	
Andover/ First Common Bank Checking	\$3,581,525.09	
Ending Balance	\$3,840,806.67	Up 8.9. %
YTD Revenue	\$5,351,159.64	
YTD Expenses	\$4,831,288.94	
Outstanding Encumbrance	\$604,301.48	
Recreation Revenue YTD	\$109,328.24	Down 0.1 %
Senior Revenue YTD	\$24,127.53	Up 28.4 %
Income Tax Revenue YTD	\$2,047,374.39	Up 8.5 %
Sewer Fee Collections YTD	\$760,833.05	Up 5.0 %

Motion to accept the **List of Checks paid for October 2023** October 1, 2023 – October 31, 2023

Motion: _____ Second: _____ Roll: _____

November Month End

End of Month Summary	November	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,085.22	
Huntington Bank 2257	\$45,450.12	
Star Ohio 26065	\$66,124.26	
Payroll Checking	\$0.00	
Andover/ First Common Bank Checking	\$3,630,118.07	
Ending Balance	\$3,888,777.67	Up 6.6 %
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YTD Revenue	\$5,905,485.15	
YTD Expenses	\$5,337,643.45	
Outstanding Encumbrance	\$516,306.69	
Recreation Revenue YTD	\$122,439.39	Up 39.7 %
Senior Revenue YTD	\$26,476.42	Up 21.4 %
Income Tax Revenue YTD	\$2,197,767.15	Up 16.4 %
Sewer Fee Collections YTD	\$910,314.46	Up 10.2 %

Motion to accept the **List of Checks paid for November 2023** November 1, 2023 – November 30, 2023

Motion: _____ Second: _____ Roll: _____

Motion to approve the Clerk Treasurer's recommendation to approve Amanda Berkowitz to receive Length of Continuous Service per Ordinance 2023-O-3312. Section 254.05 Vacations and Holidays. Her Continuous service time is an additional six years.

Motion: _____ Second: _____ Roll: _____

Deputy Chief Schor

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-3321

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 Adopt Resolution No. 2023-R-3321

Motion: _____ Second: _____ Roll: _____

Motion for the First Reading of Ordinance No. 23-O- 3323

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-3323

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Ordinance No. 2023-O-3323

Motion: _____ Second: _____ Roll: _____

Motion for the First Reading of Ordinance No. 23-O- 3324

An Ordinance Amending Section 254.03 of the Codified Ordinances of the Village of Jefferson.

Motion to Suspend Council Rules Ordinance No. 2023-O-3324

Motion: _____ Second: _____ Roll: _____

Motion to Adopt Ordinance No. 2023-O-3324

Motion: _____ Second: _____ Roll: _____

Recreation

Roderick/ Sekanina

Motion for the Second Reading of Resolution No. 23-R-3322

A Resolution authorizing the Village Administrator and Clerk-Treasurer to enter into a facility use agreement with the Ashtabula County Community Action Agency for the use of the Giddings Park Hall

Motion: _____ Second: _____ Roll: _____

Motion to accept Administrator Mackensen's Recommendation to promote Lisa Dickson to the Part-Time Clerical/ Administrative Support position effective December 25, 2023.

Motion: _____ Second: _____ Roll: _____

Safety

Szewczyk /Orvos

Motion to approve the Deputy Chief Schor's recommendation to approve Deputy Chief Schor to receive Length of Continuous Service per Ordinance 2023-O-3312. Section 254.05 Vacations and Holidays. His Continuous service time is an additional eighteen years.

Motion: _____ Second: _____ Roll: _____

Motion to approve the Deputy Chief Schor's recommendation to approve Patrolman Eric Massie to receive Length of Continuous Service per Ordinance 2023-O-3312. Section 254.05 Vacations and Holidays. His Continuous service time is an additional eight years.

Motion: _____ Second: _____ Roll: _____

**Utilities/Wastewater Treatment/
Service
Dreier/Szewczyk**

No Report

Mayor

No Report

**OLD BUSINESS/
NEW BUSINESS**

No Report

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 December 18, 2023, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

Meeting called to order by Mayor Diehl.

Pledge of Allegiance:

Moment of Silence:

Opening Prayer: **Pastor Kevin Phillips First Baptist Church**

Roll call of Council Damon, 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 November 20, 2023.

2nd

Roll: All yea, motion carried

Motion by Councilperson Szewczyk to approve the Board of Zoning Appeals
Meeting Minutes of November 15, 2023.

2nd

Roll: All yea, motion carried

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

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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

Mayor Elect Jim Chiacchiero thanked the Jefferson Chamber of Commerce, Village Employees, Streets Department, Police Department, Fire Department And Jefferson Emergency Rescue for all the work that was done to make December 2, 2023, a huge success.

Also present:

Chip Ashcraft, Jim Chiacchiero, Devin Chiacchiero, Pat Martuccio, Steve Febel, Deputy Chief Schor, Pastor Kevin Phillips First Baptist Church, and Stephanie Wessell of the Gazette.

DEPARTMENTS

Administrator

Village Administrator's report for the period ending December 5, 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
Jefferson Street Paving and drainage	OPWC – R36	Drainage moved to spring out for bid. Paving complete	CT Consulting	\$198,000 Grant \$132,000 Loan		\$550,000
Market street & surroundings – Sewer lining	OPWC – R35	Completed and closed out	CT Consulting	\$198,000 Grant \$132,000 Loan		\$550,000

Street Dept.

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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

- Operating normal tasks.
- All equipment is ready for snow-plowing roads and sidewalks after the repair of two trucks that had minor issues. Broken belt and hydraulic hose failure.
- Would like to thank the Streets department that has been busy decorating the Village hanging banners and removing the snow in preparation for the parade. They did a tremendous

Recreation Department:

- Jammie Started as Rec Center Director today and is excited to be onboard.
- Anita, for all the help. Also, a big thank you to our Jefferson EMS and all Village personnel, Rec, Police, Fire, Streets, WWTP, and Admin, who made this event possible.
- Roni and her crew have been busy planning and executing several activities including preparing a float for the Christmas Parade, Breakfast with Santa, Craft Show, and Hot Coco with Santa.

Wastewater Treatment Plant:

- Plant operations are running at fully acceptable levels.
- We have sent out letters to business owners as well as property owners regarding low-level mercury levels coming back to high and asking them to take immediate action to rectify any potential sources of excessive mercury emissions within their facilities.

Police:

Fire:

Other Items:

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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

- 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

Deputy Chief Schor

November Monthly Reports

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

No Report

Forestry

No report

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

Finance

Motion by Councilperson Sekanina for the Second Reading of Resolution No. 23-R- 3321

2nd

Roll: All yea, motion carried

Motion for the Second Reading of Resolution No. 23-R-3321

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Recreation

Motion by Councilperson Roderick for the First Reading of Resolution No. 23-R-3322

2nd

Roll: All yea, motion carried

Motion for the First Reading of Resolution No. 23-R-3322

A Resolution authorizing the Village Administrator and Clerk-Treasurer to enter into a facility use agreement with the Ashtabula County Community Action Agency for the use of the Giddings Park Hall.

Safety

Motion by Councilperson Szewczyk to accept the resignation of Sean Ward from the Jefferson fire Department. Effective November 20, 2023

Roll: All yea, motion carried

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the December 18, 2023, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

Utilities/Wastewater Treatment/ Service

No Report

Mayor

No Report

OLD BUSINESS/NEW BUSINESS

Administrator Mackensen told Council letters have been sent to business owners as well as property owners regarding low-level mercury levels coming back to high and asking them to take immediate action to rectify any potential sources of excessive mercury emissions within their facilities. It is coming from the downtown area from Jefferson Diner to the Bureau of Motor Vehicles.

Councilperson Damon commended the Administrator and the Jefferson Village Police Department for put the parking ban in place along Chestnut Street along the parade route.

None

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

None

CORRESPONDENCE

None

MEETINGS

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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

December 4, 2023

None

ADJOURN

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

Roll: All yea, motion carried.

Meeting adjourned at 7:44 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council