

AGENDA
Jefferson Village Council
Order of Business

Date: Monday April 15, 2024.

Regular Meeting 7:30 p.m.
Next Ordinance No. 24-(R/O) 3335

Meeting Called to Order by: Mayor Chiacchiero

Pledge of Allegiance:

Moment of Silence

Opening Prayer:

Roll Call of Council: Dreier, Febel, Martuccio, Roderick, Sekanina, Orvos

Corrections or Additions to the Agenda

Minutes: Addition/Correction

Motion to approve the Council Meeting Minutes of April 1, 2024.

Motion: _____ Second: _____ Discussion: _____

Roll: _____

Motion to accept the Jefferson Emergency Rescue District Meeting Minutes of April 10, 2024.

Motion: _____ Second: _____ Roll: _____

Motion to approve the Building & Lands Committee Meeting Minutes of April 1, 2024.

Motion: _____ Second: _____ Roll: _____

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

DEPARTMENTS

Administrator Mackensen

Administrator Report

Clerk/Treasurer Fisher

Payroll Report/Special Pay Report

February Month End

End of Month Summary	February	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,103.43	
Huntington Bank 2257	\$45,498.38	
Star Ohio 26065	\$67,353.03	
Payroll Checking	\$0.00	
Andover/ First Common Bank Checking	\$3,510,605.84	
Ending Balance	\$3,770,560.68	Up 10.7. %
YTD Revenue	\$832,975.63	
YTD Expenses	\$743,699.48	
Outstanding Encumbrance	\$218,641.22	
Recreation Revenue YTD	\$24,074.23	Up 10.3 %
Senior Revenue YTD	\$3,635.46	Up 31.0 %
Income Tax Revenue YTD	\$345,522.10	Up 54.4 %
Sewer Fee Collections YTD	\$145,926.87	Up 7.7 %

Motion to accept the **List of Checks paid for February 2024** February 1, 2024 – February 28, 2024
Motion: _____ Second: _____ Discussion: _____
Roll: _____

FYI: Public Records Retention Policy

Deputy Chief Schor

FYI: March Monthly Reports

Chief Lachey

No Report

COMMITTEES

**Building and Lands
Dreier/Sekanina**

Committee Report: None

Ordinance/Resolution to Read:

Ordinance No. 24-O- 3334

An ordinance prohibiting Adult use Cannabis Operators in the Village of Jefferson, Ohio

Motion for the Second Reading of Ordinance No. 24-O- 3334

Motion: _____ Second: _____ Discussion: _____

Roll: _____

**Forestry
Martuccio/Febel**

Committee Report: None

**Finance
Sekanina/Dreier**

Committee Report: None

Recreation
Roderick/ Martuccio

Committee Report: None

Safety
Febel /Orvos

Committee Report: None

Utilities/Wastewater Treatment/
Service
Orvos/Roderick

Committee Report:

Motion to accept the Resignation of Felipe Pacheco Santos Jr. from the Jefferson Wastewater Treatment Department effective April 15, 2024

Motion: _____ Second: _____ Discussion: _____

Roll: _____

Mayor

Motion to accept Mayor Chiacchiero recommendation to move Chief Mackensen who has completed his six-month step increase at the Administrator position and receive his pay increase per the contract effective April 15, 2024.

Motion: _____ Second: _____ Discussion: _____

Roll: _____

OLD BUSINESS/

NEW BUSINESS

Motion to implement video and audio recordings of Village Council meetings. Video and audio recordings of the previous regularly scheduled council meeting shall be made available for council to preview when council packets of the next regular scheduled meeting are distributed. The video and audio recording of the previous regularly scheduled council meeting shall then be approved by council at the next regularly scheduled council meeting. Once approved, the recording shall be placed on the village website or be made available upon request. The village shall retain video and audio recordings for a minimum of one year. This motion to be implemented as soon as possible once equipment and storage requirements can be put in place.

Motion: _____ Second: _____ Discussion: _____
Roll: _____

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

CORRESPONDENCE

MEETINGS

None

Adjourn: Motion: _____ Time: _____

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Meeting called to order by Mayor Chiacchiero.

Pledge of Allegiance:

Moment of Silence:

Opening Prayer: Bethel Bible Church

Judge Harold Specht swearing in of Clerk Treasurer

- Patricia A Fisher

Roll call of Council Dreier, Febel, Martuccio, Roderick, Sekanina, Orvos

Corrections or Additions to the Agenda:

Under Utilities/Wastewater Treatment/Service the motion to approve Robert Butcher's sick leave hours from Ashtabula County should be 714.10.

Minutes: Approval/Addition/Correction

Motion by Councilperson Febel to approve the Council Meeting Minutes of March 18, 2024.

2nd

Roll: All yea, motion carried

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

None

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Also present:

Deputy Chief Joseph Schor, John Szewczyk, Devin Chiacchiero, Warren Dillaway The Star Beacon, Stephanie Wessell of the Gazette, Cynthia Meyer, Amber Stewart, Eric Massie, Chip Ashcraft, Jeremy Graham, JJ Graham, Alyvia Graham, Memphis Coccitto, Dorothy Nugent, Ken Fertig and Mary Howe.

DEPARTMENTS

Administrator Mackensen

Village Administrator's report for the period ending March 29, 2024.

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
WWTP Clarifier Improvement	OPWC – R38	Starting Engineering 01/01/2024	CT Consulting	\$207,500 Grant \$50,000 Loan	\$515,000
Street Paving 2024		Started Engineering	CT Consulting	drainage on E Walnut - possible grant	Up to 270.000

In the Village

The Village is working with the Jefferson Nazarene Church for their Service Event week. On April 19-21st the church will have 75 to 100 volunteers. During that time, the community may see these people and their families around the town at the rec center and at Memorial Field working on painting the fence and landscaping on the front entrance facing the road.

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Street Dept.

- Several old trees in front of the old courthouse were removed at the request of the ground maintenance and the stumps were ground and grass has been planted.
- The Traffic Light control box at E Jefferson and Market St will be relocated to a ground pad.

Recreation Department:

- Solar event in conjunction with Jefferson Library and Boy Scouts are hosting April 8th at Giddings Park “Moon in Jefferson” High school art department and Science department are making displays, Highschool kids band hbsanlmm also known as milkmen will be preforming, and food trucks along with craft vendors selling items tailored to the eclipse theme.

Wastewater Treatment Plant:

- Plant operations are running at acceptable levels.

Police:

Fire:

Other Items:

Address	Violation Type	Status	Comments

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the April 15, 2024, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Clerk /Treasurer Fisher

Payroll Report/Special Pay Report

Month End January

End of Month Summary	January	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,085.22	
Huntington Bank 2257	\$45,498.38	
Star Ohio 26065	\$67,062.15	
Payroll Checking	\$543.39	
Andover/ First Common Bank Checking	\$3,739,897.82	
Ending Balance	\$4,000,086.96	Up 16.3%
YTD Revenue	\$758,669.66	
YTD Expenses	\$366,408.85	
Outstanding Encumbrance	\$351,835.28	
Recreation Revenue YTD	\$12,128.10	Up 12.9 %
Senior Revenue YTD	\$3,176.43	Up 41.0 %
Income Tax Revenue YTD	\$390,596.04	Up 93.5 %
Sewer Fee Collections YTD	\$131,492.68	Up 11.8 %

Motion by Councilperson Orvos to accept the **List of Checks paid for January 2024** January 1, 2024 – January 31, 2024

2nd

Roll: All yea, motion carried

FYI: Hinkle Report 2023

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Motion by Councilperson Martuccio to approve the attendance of Clerk-Treasurer Fisher to attend the Ohio Association of Public Treasurers Hot Topic Seminar April 26, 2024, the cost to the Village for the training is \$60.00. The cost to the Village will be mileage.

2nd

Roll: All yea, motion carried

Deputy Chief Schor

No Report

Chief Lachey

No Report

COMMITTEE REPORTS

Building and Lands

Committee Report: None

Ordinance/Resolution to Read:

Ordinance No. 24-O- 3334

An ordinance prohibiting Adult use Cannabis Operators in the Village of Jefferson, Ohio.

Motion by Councilperson Drier for the First Reading of Ordinance No. 24-O- 3334

2nd

Roll: All yea, motion carried

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to
Council at the April 15, 2024, Council Meeting**

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Forestry

Committee Report: None

Finance

Committee Report: None

Ordinance to Read:

Resolution No. 24-R- 3332

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

Discussion: None

Motion by Councilperson Sekanina for the Third Reading of Resolution No. 24-R-3332

2nd

Roll: All yea, motion carried

Motion by Councilperson Sekanina to Adopt Resolution No. 24-R- 3332

2nd

Roll: All yea, motion

Recreation

Committee Report: None

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**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Safety

Committee Report: None

Utilities/Wastewater Treatment/ Service

Committee Report:

Motion by Councilperson Orvos to approve the Administrator recommendation to accept the sick time balance for Robert Butcher in the amount of 714.10 hours from Ashtabula County per Ordinance 2023-O-3314.

2nd

Roll: All yea, motion carried

Ordinance to Read:

Resolution No. 24-R- 3333

A Resolution to approve the Solid Waste Management plan for the Ashtabula Solid Waste Management district and declaring an emergency.

Discussion: None

Motion by Councilperson Orvos for the First Reading of Resolution No. 24-R-3333

2nd

Roll: All yea, motion carried

Motion by Councilperson Orvos to Suspend Council Rules on Resolution No. 24-R- 3333

2nd

Roll: All yea, motion carried

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

Motion by Councilperson Orvos to Adopt Resolution No. 24-R- 3333

2nd

Roll: All yea, motion carried

Mayor

No Report

OLD BUSINESS/NEW BUSINESS

Motion by Councilperson Orvos to approve the Village of Jefferson to buy a table for the Jefferson Area Chamber of Commerce Chamber Banquet. A table cost \$180.00. The Banquet is Tuesday April 23, 2024.

2nd

Roll: All yea, motion carried

Motion by Councilperson Martuccio to direct the Administrator and the Mayor to implement Council Meetings Audio and Video Recording by the next Council Meeting scheduled for April 15th, 2024, in the interest of transparency and accountability. A link to all such Council Meeting Recordings shall be maintained on our Jefferson Village website for the public to access at any time in the future. If the implementation above cannot be in place by April 15th, 2024, due to time constraints, the Administrator and the Mayor shall make every effort to have the Council Meetings Audio and Video Recording system functioning and in place as soon as possible.

2nd

Roll: Dreier nay, Febel yea, Martuccio yea, Roderick nay, Sekanina nay, Orvos yea. Votes were three for and three against the Mayor Chiacchiero voted nay.

Motion Fails

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

Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the April 15, 2024, Council Meeting

**VILLAGE OF JEFFERSON
COUNCIL MEETING**

April 1, 2024

None

CORRESPONDENCE

None

MEETINGS

None

ADJOURN

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

Roll: All yea, motion carried.

Meeting adjourned at 7:47 p.m.

Submitted by,

Patricia A Fisher, Clerk of Council

JERD Board Meeting

Agenda

April 10, 2024

5:30 pm

Roll Call: John Boczar, Brian Edelman, Steve Sekanina,

Attending:

- Approve Minutes of March 13th 2024
- Approve March List of Bills
- Approve March Month End
- EMS Report
- PEP recommendations for Firewall & Email protection
- Motion to approve Hudson Communication quote for Firewall & email protection in the amount of \$3,150.90
- Anthem insurance update-increase rate is 5.37%
- PEP Insurance
- EMS Week 5/19/24 Approve \$600 for Tumblers.
- Accept Retirement Letter from Steven Hill

Jefferson Emergency Rescue District

March 13, 2024

Regular Meeting

The regular meeting of the Board of Trustees was called to order at 5:30 pm by John Boczar.

Present were:

Roll call – John Boczar (YES), Brian Edelman (YES), Steve Sekanina (YES)

Others in attendance- Chief Jacob Rice, Captain Joseph Edison, Kelly Farina

Approve minutes of February 14, 2024 meeting - Motion made by Steve Sekanina, 2nd Brian Edelman, All Yes

Approve February list of bills- Void check #17339-Motion made by John Boczar, 2nd Steve Sekanina, All Yes

Approve February Month End- Motion made by John Boczar, 2nd by Steve Sekanina, All Yes

EMS Report-89 runs-59 transports, 8 mutual aid runs Motion made by John Boczar, 2nd by Steve Sekanina, All Yes

Other:

Motion to change PT hours in rules and regulations to average at least twenty-four hours worked per twenty-eight day work period or 288 hours worked in the proceeding twelve- month period-Motion made by John Boczar, 2nd Steve Sekanina-All Yes (Brian Edelman sustained)

Motion to remove Lydia Jerina from her 6 month probationary period effective 3/18/24-Motion made by John Boczar 2nd Steve Sekanina-All Yes

Motion to approve Chief Rice attending Chief's conference May 8th & 9th 2024. Use those days as his hours worked for week. Reimburse miles, room & meals-Motion made by John Boczar 2nd Brian Edelman-All Yes

PEP and Hudson Communication will be here on March 20th 2024 to do a cyber assessment for our district. PEP will let us know if we need to add Firewall & email security.

Motion to go out of regular session at 5:54 and into executive session at 5:55-Motion made by John Boczar 2nd Steve Sekanina-All Yes

Motion to go out of executive session at 6:16 and back into regular session at 6:17- Motion made by John Boczar 2nd Steve Sekanina-All Yes

The next board of directors meeting will be on April 10, 2024 at 1730 here at the Station.

Motion to adjourn @ 6:23 was made by John Boczar, 2nd by Steve Sekanina, All YES.

Payment Listing

March 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
128-2024	03/15/2024	02/21/2024	EW	State Tax Ohio	\$872.55	C
129-2024	03/15/2024	02/21/2024	EW	Ohio SD Income tax	\$56.40	C
130-2024	03/15/2024	02/21/2024	EW	Village of Jefferson	\$569.86	C
133-2024	03/08/2024	02/24/2024	CH	Speedway	\$699.37	C
136-2024	03/01/2024	02/28/2024	CH	Anthem BCBS	\$6,754.27	C
137-2024	03/01/2024	02/28/2024	CH	Anthem BCBS	\$579.22	C
139-2024	03/02/2024	03/02/2024	CH	Village of Jefferson	\$76.20	C
140-2024	03/02/2024	03/02/2024	CH	De Lage Financial Services, Inc.	\$163.37	C
141-2024	03/02/2024	03/02/2024	CH	Blue Technologies	\$75.53	C
162-2024	03/29/2024	03/06/2024	EW	Ohio Public Employees Retirement System	\$9,117.27	C
163-2024	03/08/2024	03/06/2024	EW	Ohio Deferred Comp	\$660.00	C
164-2024	03/13/2024	03/06/2024	EW	EFTPS	\$1,797.53	C
165-2024	03/13/2024	03/13/2024	CH	CENTERRA CO-OP	\$21.56	C
166-2024	03/13/2024	03/13/2024	CH	Discount Drug Mart Inc.	\$118.46	C
167-2024	03/13/2024	03/13/2024	CH	OHIO TREASURER OF STATE	\$225.00	C
189-2024	03/22/2024	03/20/2024	EW	Ohio Deferred Comp	\$705.00	C
193-2024	03/27/2024	03/20/2024	EW	EFTPS	\$1,850.60	C
194-2024	03/20/2024	03/20/2024	CH	Aqua Ohio	\$52.13	C
195-2024	03/20/2024	03/20/2024	CH	Dominion Energy Ohio	\$250.78	C
198-2024	03/27/2024	03/27/2024	CH	CHARTER COMMUNICATIONS	\$411.87	C
199-2024	03/27/2024	03/27/2024	CH	THE ILLUMINATING COMPANY	\$309.65	C
200-2024	03/27/2024	03/27/2024	CH	VECTOR SECURITY, INC.	\$97.71	C
223-2024	03/15/2024	04/03/2024	CH	Huntington National Bank	\$207.20	C
17544	03/02/2024	03/02/2024	AW	The AccuMed Group	\$1,027.41	C
17545	03/02/2024	03/02/2024	AW	MATTHEW ANDERSON	\$169.91	C
17546	03/08/2024	03/06/2024	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$322.18	C
17547	03/06/2024	03/06/2024	AW	JACOB RICE	\$1,200.79	C
17548	03/13/2024	03/13/2024	AW	JANITORS SUPPLY CO, INC.	\$242.46	C
17549	03/13/2024	03/13/2024	AW	Atwell's Police & Fire Equipment	\$244.50	C
17550	03/13/2024	03/13/2024	AW	ASHTABULA COUNTY SHERIFF'S OFFICE	\$11,441.66	C
17551	03/13/2024	03/13/2024	AW	CLIA LABORATORY PROGRAM	\$248.00	C
17552	03/13/2024	03/13/2024	AW	THE OHIO EMS CHIEFS ASSOCIATION	\$250.00	O
17553	03/13/2024	03/13/2024	AW	JOSEPH EDISON	\$4,520.00	C
17554	03/22/2024	03/20/2024	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$322.18	O
17555	03/20/2024	03/20/2024	AW	SEDGWICK	\$1,415.00	O
17556	03/20/2024	03/20/2024	AW	EASTERN MEDICAL LLC	\$155.60	O
17557	03/20/2024	03/20/2024	AW	TIMOTHY HALL	\$673.64	O
17558	03/20/2024	03/20/2024	AW	MATTHEW ANDERSON	\$137.99	O
17559	03/27/2024	03/27/2024	AW	ACRISURE LLC	\$309.00	O
17560	03/27/2024	03/27/2024	AW	AVALON GLAVIS PEST CONTROL	\$175.00	O

Total Payments: \$48,526.85

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$48,526.85

March Payroll: \$37,131.02

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM -

Bank Reconciliation

Reconciled Date 3/31/2024

Posted 4/3/2024 4:44:34 PM

Prior UAN Balance:		\$237,025.89
Receipts:	+	\$365,463.15
Payments:	-	\$78,242.68
Adjustments:	+	\$0.00
Current UAN Balance as of 03/31/2024:		<u>\$524,246.36</u>
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 03/31/2024:		<u><u>\$524,246.36</u></u>
Entered Bank Balances as of 03/31/2024:		\$528,952.88
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$4,706.52
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 03/31/2024:		<u><u>\$524,246.36</u></u>

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 03/31/2024.

There are no outstanding adjustments as of 03/31/2024.

Outstanding Payments

Reconciled Date 3/31/2024

Posted 4/3/2024 4:44:34 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	17118	04/09/2022	Celia Broom	\$887.16
PRIMARY	Warrant	17339	02/01/2023	BRUCE & CHRISTINA VANCE	\$20.00
PRIMARY	Warrant	17433	08/03/2023	UH CONNEAUT MEDICAL CENTER	\$93.00
PRIMARY	Warrant	17444	09/08/2023	Christina Kirkner	\$265.34
PRIMARY	Warrant	17489	11/17/2023	Christina Kirkner	\$2.61
PRIMARY	Warrant	17552	03/13/2024	THE OHIO EMS CHIEFS ASSOCIATION	\$250.00
PRIMARY	Warrant	17554	03/22/2024	OHIO CHILD SUPPORT PAYMENT CENTRAL	\$322.18
PRIMARY	Warrant	17555	03/20/2024	SEDGWICK	\$1,415.00
PRIMARY	Warrant	17556	03/20/2024	EASTERN MEDICAL LLC	\$155.60
PRIMARY	Warrant	17557	03/20/2024	TIMOTHY HALL	\$673.64
PRIMARY	Warrant	17558	03/20/2024	MATTHEW ANDERSON	\$137.99
PRIMARY	Warrant	17559	03/27/2024	ACRISURE LLC	\$309.00
PRIMARY	Warrant	17560	03/27/2024	AVALON GLAVIS PEST CONTROL	\$175.00
					<u>\$4,706.52</u>

Agency Activity Summary

UH - Jefferson Emergency Rescue

Agency: UH - Jefferson Emergency Rescue | Service Date: Last Month

Total Number of ePCRs: 99

Total Number of Incidents: 97

By Branch

100 Jefferson Emergency Rescue = 99

Billing Disposition (ePCR Data Only)

	#	%		#	%
Treated/Transported	72	72.7%	Dead Prior To Arrival	N/A	N/A
Treated / Transferred Care	N/A	N/A	Dead After Arrival	N/A	N/A
Treated/No Transport (AMA)	1	1.0%	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	N/A	N/A	Assist	12	12.1%
Transported / Refused Care	N/A	N/A	Other	N/A	N/A
No Transport / Refused Care	3	3.0%	No Patient Found	1	1.0%
Cancelled	10	10.1%			
Left Blank	N/A	N/A			

Unit Disposition (ePCR Data Only)

<u>Description</u>	#	%
Cancelled Prior to Arrival at Scene	1	1.0%
No Patient Contact	10	10.1%
No Patient Found	1	1.0%
Non-Patient Incident (Not Otherwise Listed)	11	11.1%
Patient Contact Made	76	76.8%
Left Blank	0	0.0%
Total	99	100.0%

Patient Evaluation/Care Disposition (ePCR Data Only)

<u>Description</u>	#	%
Not Applicable	22	22.2%
Patient Evaluated and Care Provided	73	73.7%
Patient Refused Evaluation/Care	3	3.0%
Patient Support Services Provided	1	1.0%
Left Blank	0	0.0%
Total	99	100.0%

Crew Disposition (ePCR Data Only)

<u>Description</u>	#	%
Back in Service, Care/Support Services Refused	3	3.0%
Back in Service, No Care/Support Services Required	22	22.2%
Initiated and Continued Primary Care	73	73.7%
Provided Care Supporting Primary EMS Crew	1	1.0%
Left Blank	0	0.0%
Total	99	100.0%

Transport Disposition (ePCR Data Only)

<u>Description</u>	#	%
No Transport	4	4.0%
Not Applicable	22	22.2%
Patient Refused Transport	1	1.0%
Transport by This EMS Unit (This Crew Only)	72	72.7%
Left Blank	0	0.0%
Total	99	100.0%

Run Type	#	%		#	%
Emergency Runs	99	100.0%	Non-Emergency Runs	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	8	8.1%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A
Emergency Runs (Scheduled)	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

Runs by Unit (ePCR Data Only)

Unit	Total Runs	Treat/Transp	Treat/Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/Ref. Care	Assist	Other	No Pat. Found
JEF409	89	63	0	1	0	0	10	0	0	0	2	12	0	1
JEF419	10	9	0	0	0	0	0	0	0	0	1	0	0	0
Total	99	72	0	1	0	0	10	0	0	0	3	12	0	1

Runs by Service Level (ePCR Data Only)

Dispatched				Recommended		
<u>Service Level</u>	#	%		<u>Service Level</u>	#	%
BLS	50	50.5%		BLS	42	42.4%
ALS	49	49.5%		ALS1	55	55.6%
SCT	N/A	N/A		ALS2	2	2.0%
				SCT	N/A	N/A
				Rotary Wing	N/A	N/A
				Fixed Wing	N/A	N/A

Runs by Insurance Type with Service Level (ePCR Data Only) (Multiple)

Insurance types may have been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
None	42	42.4%	55	55.6%	2	2.0%	N/A	N/A	N/A	N/A	99	100.0%

Runs by Primary PI (ePCR Data Only)

Description	#	%
ALCOHOL ABUSE WITH INTOXICATION	1	1.0%
Abdominal Pain	6	6.1%
Alt. Level Conscious	2	2.0%
Back Pain (No Trauma)	1	1.0%
Behavioral Disorder	2	2.0%
CVA/Stroke	2	2.0%
Cardiac Arrest	1	1.0%
Cardiac Symptoms	1	1.0%
Chest Pain	4	4.0%
Cough W/Blood	1	1.0%
Diabetic Symptoms	2	2.0%
Dizziness	2	2.0%
Dyspnea-SOB	8	8.1%
HYPERTENSION	2	2.0%
MINOR / GENERAL INJURY	6	6.1%
Monitoring Required	1	1.0%
Nausea	1	1.0%
OB/Gyn	2	2.0%
OD - SUSPECTED OPIOID	1	1.0%
OVERDOSE - ACCIDENTAL		
Pneumonia Symptoms	1	1.0%

Seizure	2	2.0%
Syncopal/Fainting	1	1.0%
Trauma Injury	6	6.1%
Unknown Medical	4	4.0%
Vomiting	1	1.0%
Weakness	12	12.1%
<i>Left Blank</i>	26	26.3%
<i>Total</i>	99	100.0%

Runs by Dispatch (EMD) Code

<u>Description</u>	<u>#</u>	<u>%</u>
01A01 ABDOMINAL PAIN	17	17.2%
04D02A ASSAULT	1	1.0%
06C01 Respiratory Distress	5	5.1%
07A01F BURN/ minor	1	1.0%
09B01b CARD ARREST/ traumatic	1	1.0%
10A02 CHEST PAIN	5	5.1%
11D01 CHOKING	1	1.0%
12A01 SEIZURE	3	3.0%
13C03 DIABETIC ISSUE	1	1.0%
17D04 FALL/ INJURY	5	5.1%
17D04J FALL/ NON-INJURY	4	4.0%
19C03 HEART PROB/ NOT CHEST PAIN	1	1.0%
21B01 MINOR LACERATION	2	2.0%
21B03 LACERATION / HEMORRAGE	1	1.0%
24C02 PREGNANCY/ LABOR	2	2.0%
24D06 PREGNANCY/ BABY BORN	1	1.0%
25A01 BEHAVIORAL/ SUICIDAL	1	1.0%
26D01 SICK PERSON	15	15.2%
28C08G POSSIBLE STROKE	3	3.0%
29D01 MVC WITH INJURIES	1	1.0%
29D01A MVC UNKNOWN INJURIES	6	6.1%
31A01 UNCONSCIOUS / FAINTING	3	3.0%
32B02 UNK PROB/MEDICAL ALERT	12	12.1%
34 Lift Assist	6	6.1%
35 Standby Only	1	1.0%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	99	100.0%

Transport From (Category)

	<u>#</u>	<u>%</u>
Home/Residence Facility	51	51.5%
Public Building	4	4.0%
Farm	2	2.0%
Street/Hwy	1	1.0%
Jail	11	11.1%
Home/Residence - Single-Family House	3	3.0%
Home/Residence - Mobile Home	1	1.0%
Home/Residence - Apartment	2	2.0%
Res. Custodial Facility - Nursing Home	12	12.1%
Educational Ins. - Elementary School	5	5.1%
Street/Hwy - Other Paved Roadways	1	1.0%
Private Commercial Establishment	1	1.0%
Industrial Place - Factory	3	3.0%
<i>Total</i>	2	2.0%
	99	100.0%

Transport From (Facility) (ePCR Data Only)

	<u>#</u>	<u>%</u>
<i>-Left Blank-</i>	99	100.0%
<i>Total</i>	99	100.0%

Transport To (Destination Facility) (ePCR Data Only)

	<u>#</u>	<u>%</u>
Ashtabula County Med Center	49	49.5%
<i>-Left Blank-</i>	27	27.3%
UH - GENEVA MEDICAL CENTER	21	21.2%
UH - TRIPOINT MEDICAL CENTER	2	2.0%
<i>Total</i>	99	100.0%



Public Entities Pool OF Ohio

MEMBER NAME: Jefferson Rescue District

COUNTY: Ashtabula County

MEMBER NUMBER: 0222

DATE OF VISIT: 03/20/2024

RECOMMENDATIONS

Implementation of the following recommendations and procedures may reduce potential liability exposures:

01: 03/20/2024: Develop and implement a password policy.

It is suggested that an improved password policy be established for all computers and equipment to protect systems and applications from unauthorized persons. Implementing a strong password policy is critical and a front-line defense because it protects against a range of attacks, including bots and brute force. It should be determined and limited who controls the password security. Passwords should not be written down unencrypted. Password requirements should include:

- Simple phrase or sentence, minimum of 16 characters, and changed twice per year.
- Contain numbers, symbols, uppercase/lowercase letters, and spaces.
- Significantly different from previous passwords and never written down unencrypted.
- Prevention of twelve prior passwords being reused, ID disabled after five failed log-on attempts.
- Use of two-factor authentication (MFA) to gain access to a domain, system, or service.

02: 03/20/2024: Develop and implement a portable/removable media policy.

It is suggested that a portable/removable media policy be established to define required encryption, standards, procedures, and restrictions for end users who have legitimate business

DISCLAIMER

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requirements to connect portable and removable media to any business-related equipment or related technology resources. The removable media policy should include, but is not limited to:

- Portable USB-based memory sticks, also known as flash drives, or thumb drives, jump drives, key drives or USB card readers that allow connectivity to a PC.
- Memory cards, CompactFlash, Memory Stick, any related flash-based supplemental storage media, or digital cameras with internal or external memory support.
- Portable MP3 and MPEG-playing music and media player-type devices such as iPods with internal flash or hard drive-based memory that support a data storage function.
- Removable memory-based media, such as rewritable DVDs and CDs.
- Any hardware that provides connectivity to USB devices through means such as wireless (Wi-Fi, WiMAX, IrDA, Bluetooth, etc.) or wired network access.

03: 03/20/2024: Develop and implement a disaster recovery plan, business continuity plan, and incident response plan with cyber.

It is suggested that a written disaster recovery plan, including cyber security risks and business protocol if a natural disaster or system breach were to occur be developed and implemented. Procedural documentation should be stored at more than one location so that it is readily

available if a disaster were to occur. The documentation should include, but not be limited to:

- Identification of cyber risks, natural disasters, critical records, and business processes.
- Master list of personnel with emergency phone numbers, hardware, and software.
- Maintain scheduled, encrypted, and tested regular data back-ups with one copy disconnected off-site.
- Relocation and re-establishment of critical records and business processes with generator.
- Template notification letters to notify insurance company, employees, consultants, suppliers, etc. of the breach.

04: 03/20/2024: Provide security awareness training to all employees.

It is suggested that security awareness training be provided to all employees to ensure employees will be aware of cyber-attack methods and less likely to breach information data security. These methods can help employees have a solid understanding of company security policy, procedure, and best practices. Topics for training may include anti-fraud, social engineering, e-mail phishing, email compromise, fraudulent transactions, browsing safety, mobile device security, passwords, encryption, data security/destruction, working remotely, insider threats, physical security, hacking, payment card security, and protecting personally

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identifiable information. Security Awareness Training initiatives should include, but are not limited to:

- Classroom style training sessions.
- Interactive training videos.
- Security awareness websites.
- Helpful hints via e-mail or posters.

05: 03/20/2024: Install Advanced Threat Protection email filtering.

It is suggested that Advanced Threat Protection email filtering be installed to help protect against unknown malware and viruses by providing zero-day protection which also includes features to safeguard from harmful links. Advanced Threat Protection should include but not limited to:

- Safe Links to protect against malicious hyperlinks.
- Safe Attachments for unknown malware and zero-day protection.
- Spoof Intelligence to detect domain spoofing.
- Quarantine to review, delete or manage email.
- Anti-Phishing to detect phishing email.

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HUDSON Communications, LLC

84 Stanhope Kelloggsville Rd.
Pierpont, OH 44082
www.hudson-comm.com
844-44COMMS

Proudly quoted to:

Jefferson Emergency Rescue District
11 South Market St. PO BOX 294
Jefferson, OH 44047
jake.rice@jerd.us

Quote Name:	Jefferson Rescue-Firewall and Email Security.
Quote #	2750
Quote Date	02-22-2024
Total	\$3,150.90

Item	Description	Unit Cost	Quantity	Line Total
FG-60F	FORTIGATE-60F HARDWARE PLUS 3 YEAR HARDWARE PLUS FORTICARE PREMIUM AND FORTIGUARD ENTERPRISE PROTECTION. IPS/DP/Web filtering.	\$2,190.00	1.0	\$2,190.00
FC1-10-FECLD-423-02-12	FortiMail Email security and filtering. Per User (email address) per year. **Billed annually.	\$38.00	24.0	\$912.00
Labor	Install new Fortinet firewall with 3 year hardware/software support. Configure for network intrusion protection, intrusion detection. configure network for client and critical infrastructure isolation. Deploy Fortimail email security and customize security to customer's needs. Training on use of email quarantine reports etc. HC to manage firewall and system as part of the on-going IT support.	\$0.00	3.0	\$0.00
Shipping	Shipping	\$48.90	1.0	\$48.90

<i>Quote Valid for 30 days.</i>	Subtotal	\$3,150.90
	Tax	\$0.00
Customer acceptance signature:	Quote Total	\$3,150.90

Quote #:2750

Signed: _____

Date: _____

Your Renewal Snapshot

NOACC JEFFERSON ER RESCUE DIST
 SO1316
 SOCA Benefit Plan
 Effective Date: 05/01/2024

Your current medical plan(s) and the renewal plan(s) are reflected in the grid(s) below. A complete listing of benefit details can be found on the Summary of Benefits at shc.anthem.com. Or click on the plan name in electronic copies, then enter your renewal effective date into the top box of that page.

Renewal Premium Equivalent Rates for your Medical Plan(s)

Plan Name/Contract Code	Med	Ind/Fam	OOP Max	Office Visit PCP/SPC	Inpatient Hospital	ESI/UC	Prescription Drugs	EMP	ESP	ECH	FAM	% of Change
Current Plan 1 SOCA Benefit Plan Blue/Access G/LA RPO 2560/078/3900 W/HSA	\$2600/	\$5000	\$8600/ \$9100	Ded0%/ Ded0%	Ded0%	Ded0%	Level 1: \$15/\$45/\$90/\$275 Ded(100%) All	\$448.21	\$985.17	\$756.58	\$1383.62	
Renewal Plan 1 SOCA Benefit Plan Blue/Access RPO 3000/078/3900 W/HSA	\$2600/	\$5000	\$8560/ \$9450	Ded0%/ Ded0%	Ded0%	Ded0%	Level 1: \$15/\$45/\$95/\$390 Ded(100%) All Level 2: \$25/\$50/\$115/\$450 Ded(100%) All	\$472.30	\$1088.12	\$797.24	\$1457.99	5.37%

Medical Enrolled: 6 Monthly Premium Equivalent Rate: \$7201.50 Enrolled 1 0 1 4 Total: 6
 Medical % of Change: 5.37%

The benefits and rates reflected in this quote have been adjusted to comply with changes required by the Affordable Care Act beginning in 2014. If not yet approved by the Department of Insurance, these benefits and rates might need to be adjusted. This coverage has been selected for employees and eligible dependents; subject to the terms and conditions of this proposal and the application to which this is attached.
 Coverage Types - EMP=Employee Only, ESP=Employee/Spouse, ECH=Employee/Child(ren), FAM = Family

April 10, 2024

Jefferson Emergency Rescue District Board of Directors / Chief Jacob Rice:

Please accept this letter as my six weeks' notice to retire as required by the rules and regulations. After over 20 years I have decided that it is time to enjoy retirement. I have truly enjoyed my entire career here, and truly thank all of you for the time I have spent here. My last day of employment will be May 23, 2024. Again, thank you for the employment and a wonderful career.

Respectfully,

A handwritten signature in black ink, appearing to read "Steven R. Hill". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Steven R. Hill



Jefferson Rescue District, Ashtabula County

Effective Date: 04/02/2024

<u>Coverage</u>	<u>Contribution</u>	<u>Limit of Coverage</u>
General Liability	\$3,607	\$5,000,000
Automobile Liability	\$1,242	\$5,000,000
Automobile Physical Damage	\$13,663	\$945,250
Public Officials Wrongful Acts & Employment Practices	\$1,125	\$5,000,000
Excess Liability	\$3,631	Included
Property	\$6,607	\$1,858,545
Equipment Breakdown	Included	Included
Employee Dishonesty	\$0	\$10,000
Total Contribution	\$29,875	

Increased Limits Options

\$6,000,000	\$1,151
\$7,000,000	\$2,252
\$8,000,000	\$3,306



April 1, 2024, Jefferson Village Building & Lands committee meeting.

In attendance were both of the two Building and Lands committee members, Katy Dreier, and Steven Sekanina which form the Building & Lands committee.

Full list of attendees included in the sign in sheet are included in this report after meeting highlights.

Reference documents including the CRA Term exemptions, the 2023 draft legislation, and the proposal for professional services all provided by Kristen Hopkins of CT consulting are included at the bottom of this committee report.

Meeting called to order at 6:00 PM by Steven Sekanina, along with Katy Dreier to discuss the CRA (Community Reinvestment Area)

The meeting started with a recap of where things stand with the CRA initiative. Work was resuming from the actions that had been completed in the prior year with the goal of getting something put in place to help incentivize economic development in the Village of Jefferson Ohio. We continued with a review of where we left off with the CRA draft legislation prepared by Kristen Hopkins of CT consultants after work was completed in 2023. The draft legislation was available at the meeting as provided by Hopkins from CT.

We began to review tables that listed the terms of the agreement for each category such as Business / industrial, residential single and two family and multi-unit or multi-family (3 units or more) residential.

When the committee last met the multi-unit residential had been grouped with the Business / Industrial where each situation would be evaluated on a case-by-case basis with the proposed maximum up to 15 years at 75% tax abatement for remodeling costs that are listed with the county auditor with at least \$50K of investment. The proposed Business /industrial properties would be evaluated on a case-by-case basis with the proposed maximum up to 15 years at 75% tax abatement with at least a \$250K investment. Staying at 75% or less allows the village to avoid obtaining school board approval for each application.

The multi-family residential properties had been proposed and drafted at 12 years at a maximum of 60% with an investment of at least \$100K per building or \$25K per unit. For new construction the commercial / industrial was proposed up to 15 years at 75% of the investment and multi-family proposed at 12 years at 60% investment if each until is valued at a minimum of \$100K. Again, those were the proposed terms of the draft from 2023.

For the residential properties that are 1 and 2 family homes the rates are not negotiable. The proposed rate was 60% for 12 years with a \$50K minimum investment with new construction 12 years at 60%. Owner occupancy requirements were also discussed. It was noted that the city of Cleveland Heights had owner occupancy as requirement to qualify for the abatement on single family abatements as ORC does permit owner occupancy requirements per Kristen Hopkins research.

It was discussed that the committee might possibly remove multi-family residential from the commercial / industrial and place it in the residential section.

Building & Lands Committee Member Sekanina suggested that we might not want to provide an incentive or a significant incentive for multi-family residential as some have suggested that additional multi-family homes may not be the village wants to incentive.

Councilman Martuccio then asked if a quad plex would not be an acceptable unit. Committee Member Sekanina clarified that it does not mean it would not be acceptable, but we might not want to incentivize it the same way we would 1 and 2 family homes. Building & Lands Committee Sekanina cited the suggestion of the former Mayor that multifamily units the type of growth we needed to incentivize in the village.

Councilman Martuccio then stated that Mrs Inman kept asking when Councilman Martuccio was going to build more Multi-family units and then asked if Councilman Sekanina thought that a individual seeking a multi-family unit was an undesirable customer. Building & Lands Committee Sekanina clarified that nobody was prohibiting anything, but that not incentivizing certain things was not the same as prohibiting it. Councilman Martuccio claimed it was playing favorites to not provide the same incentives for multi-family units. Martuccio said he could understand not providing the incentives for 6 family units but thought 4 family units should be incentivized.

Councilman Martuccio noted a location in Vienna off of Rt 11 that was 4-6-unit multi-family structures. Councilman Fabel then asked for clarification on understanding the incentive that might be proposed on remodeling vs new construction and Building & Lands Committee Sekanina again stated his thoughts as previously outlined. Councilman Martuccio then suggested that someone might start construction of a 6-unit structure and

then stop halfway and let it sit before applying for a remodeling incentive to which Sekanina said that thought had not been given to such a scenario.

Councilman Fabel then asked about location of multi-family units being limited in the village, which is accurate. Committee member Sekanina indicated that we need to think ahead as a great deal of land surrounding the village would potentially be available for possible annexation which could then be added into the CRA at a later date by refiling the legislation.

Administrator Mackensen then mentioned that every application on a case-by-case basis would have to go through a review process. Building & Lands Committee Dreier then further commented that the committee had talked about available space in the village for multi-family structures in the past. Councilman Fabel then asked about the property by the old airport and how it was zoned which was clarified to be light industrial.

Building & Lands Committee Member Sekanina stated that we needed to start with something.

Solicitor Fairchild then voiced that he believed what was being discussed with possibly not incentivizing multi-family at all. Councilman Martuccio indicated that he thought it would be a mistake to not incentivize multi-family structures.

Councilman Martuccio questioned if this was even permissible, and Kristen Hopkins from CT stated she believed ORC allows each municipality flexibility to do so. Kristen Hopkins mentioned that she had reviewed other areas in the county and indicated that most communities she was aware of provided incentives for all types of structures.

Building & Lands Committee Member Sekanina indicated that the idea of the CRA was to provide incentives to businesses to which Councilman Martuccio said he agreed but also said if we do not have enough people who live in the village then the businesses will not succeed because the village needs to be growing the population. He stated that the village had decreased by 400 over the last 20 years and that is why we do not have restaurants in the village because the population does not support it. Building & Lands Committee Member Sekanina did not agree stating that there are plenty of residents in the village looking for a place to eat but they just need a place to go and noted that you can find many people from Jefferson in places such as Ashtabula eating out because Jefferson does not have enough establishments at this time.

Councilman Martuccio said he is of the opinion that we need to grow the tripod of industrial / commercial, Single and two family residential and Multi-family residential so

that the tripod is balanced. Hopkins stated after we have the initial CRA it can always be changed at a later date. Mayor Chiacchiero then urged the group to try to find some common ground so that we could move forward on what we agree on. Councilman Fabel agreed on the Mayors suggestion to get something started.

Councilman Martuccio then noted how former councilman Damon used to live in a 6-unit structure his uncle had and loved it and questioned Committee Member Sekanina on if he thought it was undesirable. Building & Lands Committee Member Sekanina then clarified that he himself and family had lived in in apartments. Building & Lands Committee Member Sekanina also stated that he does not personally financially gain from any of this and is just trying to do what makes sense for the village. He also noted that he does not think the oakwood estates area is being held back by taxes as the people building homes around \$500K can either afford it or not and the taxes are not the gating item. Councilman Martuccio did not agree and thinks building back in Oakwood estates will come to a stop due to high taxes and mortgage rates without incentives.

Councilman Fabel again stated that he thinks we should start with what we can agree on and get started and come back later to refine it if need be.

Kristen Hopkins from CT noted that she does not know the average percentage of municipalities who have a CRA in Ashtabula County. Solicitor Fairchild said that Ashtabula is high to which the Mayor Chiacchiero stated he believes its 100% for 7 years. Solicitor Fairchild indicated the school board waived the case board approval for a case by case basis.

Councilman Martuccio stated that if a CRA goes to council that does not include multi-family housing he will not vote for it. He reiterated this point more than one time during the meeting. Hopkins stated that we need to be careful with evaluating residential units on a case-by-case basis so that we are consistent. Building & Lands Committee Member Dreier questioned how we could make sure it was consistent and Administrator Mackensen indicated that it would be handled by the committee viewing the application which would have to include the criteria.

Councilman Martuccio stated that he feels the multifamily residential impacts seniors and cited an example of his taxes going up on one of his units by 30% and that his renters cannot afford to pay higher rent to offset the difference. Martuccio sees this as a way to keep the rent lower on his units.

At the conclusion of the meeting the proposal was to move the multi-family units over to residential and create their own separate terms. The multi-family units would be units greater than 2, which we believe would likely be up to 4 units and most likely to the proposed minimum 25% for 5 years. Kristen Hopkins from CT was going to work on the legislation draft and get back to the committee. The next meeting was not yet scheduled. It will be scheduled after the next draft legislation is provided back to the committee.

The meeting was adjourned at 6:59PM by Committee member Sekanina

Report submitted by Katy Dreier, and Steven Sekanina Building and Lands Committee members together forming the two person Building & Lands Committee.

- SE Sch
- Kathy Druce
- Joe Hill
- Joe Hill
- Linda Martin
- Ken Hoke
- Tom O'Neil
- Joyce Martin
- _____
- _____
- _____

Ohio Community Reinvestment Area

Ohio Department of Development

Reflects ORC amendments approved in 2023
8/21/23

Term Exemptions	Maximum Time Frame	School Board Approval Required
Residential Remodeling (2 units or less; minimum \$2,500)	Up to 15 years as specified in the legislation that creates the CRA	None
Residential Remodeling (more than 2 units; minimum \$5,000)	Up to 15 years as specified in CRA legislation	
Residential New Construction	Up to 15 years as specified in CRA legislation	
Commercial and Industrial Remodeling (minimum \$5,000)	Up to 15 years as negotiated and approved in an CRA Agreement	Approval of Agreement by Bd of Education required if more than 75% of the projects value is exempted.
Commercial and Industrial New Construction	Up to 15 years as negotiated and approved in an CRA Agreement	Income Tax Sharing Agreement required with School District if payroll of new employees exceeds \$2 Million.

DRAFT
JEFFERSON VILLAGE COMMUNITY REINVESTMENT AREA
(Based on Council Discussion 10/02/23)

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 894
TO BE TITLED "COMMUNITY REINVESTMENT AREA TAX INCENTIVE PROGRAM",
TO ESTABLISH A NEW CRA FOR THE ENTIRE VILLAGE,
TO CREATE A COMMUNITY REINVESTMENT HOUSING COUNCIL, AND
TO CREATE A TAX INCENTIVE REVIEW COUNCIL.

WHEREAS, the council of the Village of Jefferson (hereinafter "Council") desires to pursue all reasonable and legitimate incentive measures to assist and encourage development throughout the Village of Jefferson in areas that have not enjoyed reinvestment from remodeling or new construction;

WHEREAS, a survey of housing, a copy of which is on file in the Village Office as required by ORC Section 3735.66, has been prepared for the entire Village area as depicted on Exhibit A, to be included in the proposed Jefferson Community Reinvestment Area (hereinafter "Jefferson CRA");

WHEREAS, Chapter 894: Community Reinvestment Areas of the Codified Ordinances was enacted by Resolution 1653, on May 21, 1984, establishing Community Reinvestment Area No. 1, for a limited area of the Village as depicted on Exhibit B, and designating the Village Administrator as the Housing Officer, as described in Ohio Revised Code ("ORC") Sections 3735.65 and 3735.66;

WHEREAS, the previously enacted legislation establishing Community Reinvestment Area No. 1 has no active agreements between the Village of Jefferson and any commercial or industrial business;

WHEREAS, permanent changes to ORC Sections 3735.65 through 3735.70 have significantly revised the rules governing Community Reinvestment Areas;

WHEREAS, the maintenance of existing and construction of new structures in the Village of Jefferson would serve to encourage economic stability, maintain real property values, and generate new employment opportunities; and

WHEREAS, the remodeling of existing structures or the construction of new structures in the Jefferson CRA constitutes a public purpose for which real property exemptions may be granted.

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Jefferson, Ashtabula County, Ohio, that:

DRAFT

Based on Council Discussion - 10/02/23

Section 1: The entire village, designated as the Jefferson CRA, constitutes an area in which housing facilities or structures of historical significance are located, and in which new construction or repair of existing facilities has been discouraged.

Section 2: Section 894.01 Community Reinvestment Area No. 1. of Part Eight - Business Regulation and Taxation Code of the Codified Ordinances of the Village of Jefferson, as currently in effect, is hereby repealed.

Section 3: Chapter 894 Community Reinvestment Areas of Part Eight - Business Regulation and Taxation Code of the Codified Ordinances of the Village of Jefferson, is hereby amended as follows:

**“CHAPTER 894
Community Reinvestment Areas**

894.01 PURPOSE.

The area designated as the Village of Jefferson Community Reinvestment Area (hereinafter “Jefferson CRA”) constitutes an area in which housing facilities or structures of historical significance are located, and in which new construction or repair of existing facilities has been discouraged.

894.02 ESTABLISHMENT.

Pursuant to ORC Section 3735.66, the Jefferson CRA is hereby established in the following described area and encompasses the entire corporate limits of the Village of Jefferson:

(a) The Jefferson CRA is approximately depicted as the cross hatched area on the map attached to Ordinance No. _____, marked Exhibit “A” and by this reference incorporated herein.

(b) Only residential, commercial and/or industrial properties consistent with the applicable zoning regulations within the designated Jefferson CRA will be eligible for exemptions under this Program.

894.03 ELIGIBILITY.

All properties identified in Exhibit “A” attached to Ordinance No. _____ as being within the Jefferson CRA (consisting of all properties within the corporation limits of the Village of Jefferson, Ohio as of ~~(month)~~ ~~(day)~~, 202~~x~~ are eligible for exemption from taxation, dependent on the type of project to be undertaken. This proposal is a public/private partnership intended to promote and expand conforming uses in the designated area. As part of the project, the Village intends to undertake supporting public improvements in the designated area.

894.04 TAX EXEMPTION.

(a) ~~Commercial, Industrial and Multi-Residential Properties.~~ Within the Jefferson CRA, the percentage of the tax exemption on the increase in the assessed valuation resulting from improvements to commercial, industrial, and multiple-unit (three (3) or more) residential real property and the term of those exemptions shall be negotiated on a case-by-case basis in advance

of construction or remodeling occurring according to the rules outlined in the ORC Section 3765.67. The results of the negotiation as approved by this Council shall be set in writing in a Community Reinvestment Area Agreement as outlined in ORC Section 3735.671, subject to the following:

- (1) Remodeling:
 - A. Commercial Properties: Up to fifteen (15) years, and up to seventy-five percent (75%) for the remodeling of existing commercial facilities, when the cost of remodeling is at least fifty thousand dollars (\$50,000).
 - B. Industrial Properties: Up to fifteen (15) years, and up to seventy-five percent (75%) for the remodeling of existing industrial facilities, when the cost of remodeling is at least two hundred and fifty thousand dollars (\$250,000).
 - C. Multiple Unit Residential Structures: Up to twelve (12) years and up to sixty percent (60%) for the remodeling of existing buildings containing three or more residential units and upon which the cost of remodeling is at least one hundred thousand dollars (\$100,000), or twenty-five thousand dollars (\$25,000) per residential unit, whichever is greater.
- (2) New Construction:
 - A. Commercial and Industrial Properties: Up to fifteen (15) years and up to seventy-five percent (75%) for the construction of new commercial or industrial facilities.
 - B. Multiple Unit Residential Structures: Up to twelve (12) years and up to sixty percent (60%) for new construction consisting of three or more residential units in one structure and upon which the investment is no less than one hundred thousand dollars (\$100,000) per unit.

(b) Residential Properties. For residential property, defined as a dwelling containing not more than two housing units, a tax exemption on the increase in the assessed valuation resulting from the improvements as described in ORC Section 3735.67 shall be granted upon application by the property owner and certification thereof by the designated Housing Officer for the following periods.

- (1) Twelve (12) years for the remodeling of a residential dwelling containing not more than two housing units and upon which the cost of remodeling is at least fifty thousand dollars (\$50,000), and with such exemption being sixty percent (60%) for each of the twelve years.
 - (2) Twelve (12) years for new residential construction consisting of not more than two dwelling units in one building with such exemption being sixty percent (60%) for each of the twelve years.
- (c) If remodeling qualifies for an exemption, during the period of the exemption, the

exempted percentage of the dollar amount of the increase in market value of the structure shall be exempt from real property taxation. If new construction qualifies for an exemption, during the period of the exemption the exempted percentage of the structure shall not be considered to be an improvement on the land on which it is located for the purpose of real property taxation.

894.05 HOUSING OFFICER.

To administer and implement the provisions of this chapter, the Village Administrator is designated the Housing Officer as described in ORC 3735.65 through 3735.70.

894.06 COMMUNITY REINVESTMENT AREA HOUSING COUNCIL.

(a) A "Community Reinvestment Area Housing Council" (hereinafter "CRA Council") shall be created, consisting of two members appointed by the Mayor, two members appointed by Village Council and one member appointed by the Village Planning Commission. The majority of the members shall then appoint two additional members who shall be residents within the area. Terms of the members of the CRA Council shall be for three years. An unexpired term resulting from a vacancy in the CRA Council shall be filled in the same manner as the initial appointment was made.

(b) The CRA Council shall make an annual inspection of the properties within the district for which an exemption has been granted under ORC Section 3735.67.

(c) The CRA Council shall hear appeals under ORC Section 3735.70.

894.07 TAX INCENTIVE REVIEW COUNCIL.

(a) A Tax Incentive Review Council (hereinafter "TI Review Council") shall be established pursuant to ORC Section 5709.85 and shall consist of three representatives appointed by the Board of County Commissioners; two representatives of the Village of Jefferson, appointed by the Mayor with Village Council concurrence; the county auditor or its designee; a representative of the Jefferson Area Local School District Board of Education; and a representative of the Ashtabula County Technical & Career Center Board of Education.

(b) At least two members of the TI Review Council shall be residents of the Village of Jefferson.

(c) The TI Review Council shall annually review the compliance of each agreement involving the granting of exemptions for commercial or industrial real property improvements under ORC Section 3735.671 and make written recommendations to the CRA Council as to continuing, modifying, or terminating said agreement based upon the performance of the agreement.

894.08 APPLICATION PROCESS.

Any owner of real property located in the Jefferson CRA eligible for exemption from taxation may file an application with the Housing Officer and such application shall be received and processed pursuant to ORC Section 3735.67.

894.09 AUTHORIZATION; EFFECTIVE DATE.

This chapter shall take effect and be enforced from and after the earliest period allowed by law and pursuant to ORC Sections 3735.65 to 3735.70.”

Section 4: The Village Council reserves the right to re-evaluate the designation of the Jefferson CRA after December 31, 2024, on an annual basis, at which time Village Council may direct the Housing Officer to not accept any new applications for exemptions as described in ORC 3735.67.

Section 5: The Village Council hereby finds and determines that all formal actions relative to the passage of this Ordinance were taken in an open meeting of this Council, that all deliberations of this Council and of its committees, if any, which resulted in formal action were taken in meetings open to the public, in full compliance with the applicable legal requirements, including Section 121.22 of the ORC.

Section 6: This ordinance shall take effect and be enforced from and after the earliest period allowed by law and upon assignment by the Director of the Ohio Development Services Agency of a unique designation by which the Jefferson CRA shall be identified for purposes of ORC Sections 3735.65 to 3735.70. The owner of real property located in the Jefferson CRA and eligible for exemption from taxation pursuant to this Ordinance may file an application for an exemption from real property taxation of a percentage of the assessed valuation of a new structure, or of the increased assessed valuation of an existing structure after remodeling began, if the new structure or remodeling is completed after the Effective Date, provided such exemption is not subject to approval by the Jefferson Area Board of Education.

Section 7: The Mayor of the Village of Jefferson is hereby directed and authorized to forward this Ordinance and map of the Jefferson CRA to the Director of the Ohio Development Services Agency pursuant to ORC Sections 3735.65 to 3735.70.

Passed: _____

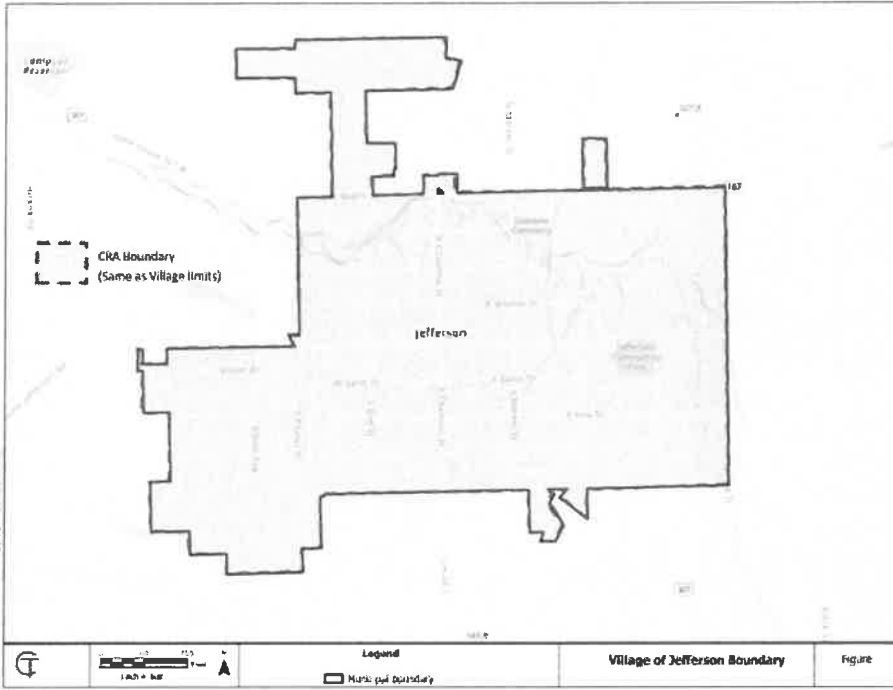
Mayor

Attest: _____
Clerk

DRAFT

Based on Council Discussion - 10/02/23

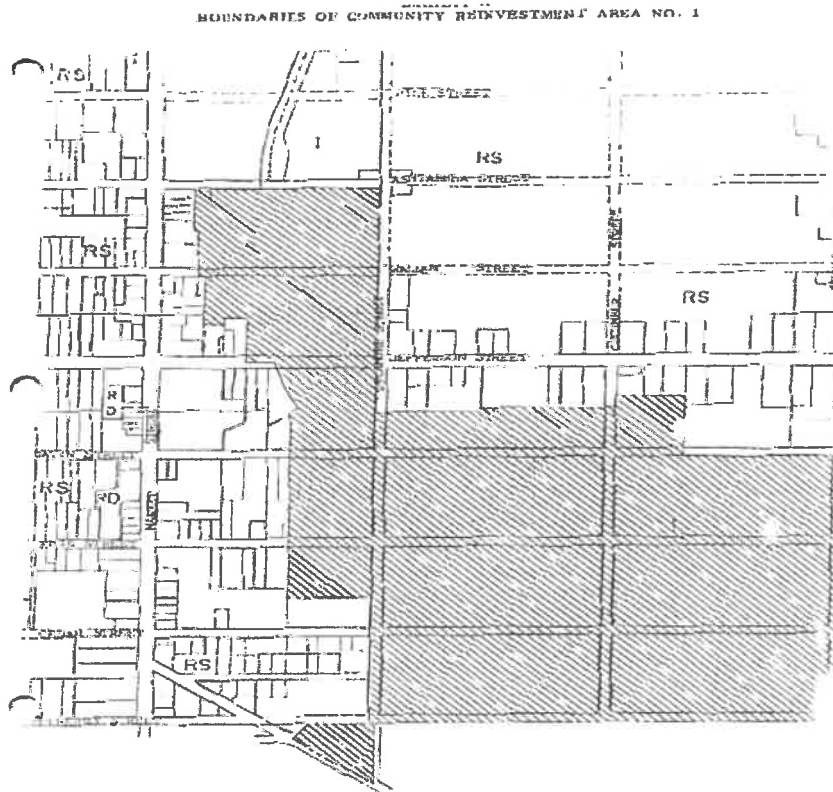
Exhibit A. Village of Jefferson Proposed Community Reinvestment Area (CRA) Boundary, XX, 2023



DRAFT

Based on Council Discussion - 10/02/23

Exhibit B. Boundaries of Existing Community Reinvestment Area No. 1. From Chapter 894





February 17, 2023

VIA E-MAIL

Mr. Pasquale Martuccio

Village Administrator

27 East Jefferson St.

Jefferson, OH 44047

Administrator@jeffersonohio.us

RE: Updated Proposal for Professional Services for the Creation of a CRA Petition & Required Housing Study

Dear Administrator Martuccio:

CT Consultants, Inc. (CT) is pleased to present this updated proposal to assist the Village of Jefferson in establishing a Community Reinvestment Area for properties within the corporation boundaries. Based on our conversation on February 14, 2023, I have updated our scope of services to include assisting the Village in developing the requisite application forms and educational materials necessary for rolling out the program once it is established.

PROJECT UNDERSTANDING

The Village of Jefferson, Ashtabula County, is interested in establishing a Community Reinvestment Area (CRA) for the entire Village area pursuant to Ohio Revised Code (ORC) Section 3735.65 et seq. The CRA program is an economic development tool, administered by the Village, that provides real property tax exemptions for property owners who renovate existing or construct new buildings.

Pursuant to ORC § 3735.66, the Village is required to perform a "Housing Survey" in order to:

- 1) Ensure that the selected geographical area that is to comprise the CRA meets the minimum requirements of a CRA as defined by ORC §3735.65, and
- 2) Inform Village Council members of the composition and condition of the housing stock in the CRA, along with other demographic and statistical data that documents the unique qualities of the Village and establishes the rationale upon which the CRA designation is needed or will be useful to the Village.

Additionally, in order to provide property tax exemptions for property owners who renovate existing residential properties or construct new housing, the Village must adopt the necessary legislation and submit the requisite petition package to DOD. CT can provide coordination, analysis and project management services to assist the Village in preparing a submittal package in accordance with the petition requirements.



PROPOSED SCOPE OF SERVICES

The following list of tasks is provided for the Village of Jefferson's consideration. The estimated fee is noted on page 3.

Task 1. Attend an initial meeting with Village staff to:

- a. Confirm project parameters, budget and schedule requirements.
- b. Coordinate with staff to secure necessary documents, and review other requirements such as adoption requirements, School Board coordination, signatures, etc.
- c. Agree on the area for the CRA, which will also be the study area for the Housing Study.

Task 2. Conduct assessments and analyses for the Housing Study, to document the composition and condition of the Village's neighborhoods, such as:

- a. Prepare a Village Profile, which will include key data points about the current state of the Village, such as but not limited to property values and concentration of low to moderate income households.
- b. Compile existing conditions information from available sources to document and analyze the conditions of the housing stock in the proposed CRA, including topics listed below (to the extent data is available):
 - i. Local historic preservation district(s)
 - ii. Housing unit type, age and vacancy rates
 - iii. Condition of housing stock, general description of needed repairs
 - iv. Value of housing stock, including information on recent investments, number of foreclosures
 - v. Land uses and vacant land by zoning district (described and depicted on a map)
 - vi. List of major industries
 - vii. Photographs documenting properties that show evidence of disinvestment
- c. Prepare assessment narrative, including a statement of justification on why the CRA is necessary noting the specific evidence of disinvestment in the structures located in the village.
- d. Provide photographic documentation with addresses of the structures that have not been kept up and are in need of repair.
- e. Provide detail on the economic, social, and environmental benefits the CRA will bring to the community.

Task 3. Prepare the draft Housing Study report and submit to Village staff for review.

- a. Meet with Village staff to discuss the results, answer any questions, and identify any revisions needed in order to justify including the entire Village in the proposed CRA.
- b. Make revisions and submit the final Housing Study to the Village.



Task 4. Prepare the requisite maps for the proposed CRA as listed on the CRA Application Form, including:

- a. A map that clearly outlines the Village's jurisdictional boundary;
- b. A map indicating the boundary of the proposed CRA;
- c. The current zoning map;
- d. A map indicating the location of existing major industries (if the Village intends to permit incentives for industrial/commercial projects);
- e. A map indicating vacant land available for development;
- f. A map indicating the boundaries of all school districts affected by the CRA.

Task 5. Assist the Village in preparing draft legislation after the housing survey is done and the area is validated:

- a. Determine the incentive rate and incentive terms for housing. *If the Village wishes to offer an exemption for residential projects, the incentive rate and incentive term must be specifically spelled out in the legislation.*
- b. Attend meeting(s) with the School Board, if necessary.
- c. Coordinate with DOD on draft legislation language.

Task 6. Assist the Village with the passage of legislation, which could include preparing an outline and schedule for adoption per ORC, noting the requirement for three readings and advertisement of entire body of the legislation for two consecutive weeks.

Task 7. After the legislation is passed and published, CT will assist the Village in assembling the CRA Petition for Confirmation document package to ensure it includes all of the required elements (Housing Study, maps, legislation, evidence of the legislation being published in the local paper, copies of notifications, and revenue sharing agreement), and submitting it to the Ohio Development Services Agency (ODSA) to obtain the confirmation certificate.

Task 8. Once the Village has received the CRA Confirmation Certificate from ODSA, CT will assist the Village in implementing the program. This includes assisting the Village in developing administrative procedures (with flowcharts for residential and nonresidential projects), creating application forms and preparing educational materials for potential applicants.

Please note, while CT cannot guarantee certification we will make every effort to properly vet the documents for accuracy and compliance with the required procedural processes.

FEE

Our services will be conducted on a time plus expenses basis at the firm's current hourly rates:

- Staff Writers and Planners, \$117.00/hour - \$170.00/hour
- Hourly rates quoted will be valid through calendar year 2023.

The fee for the work steps itemized above, including the preparation of the Housing Study, petition development, formal submittal to ODSA, and implementation materials is a not-to-exceed \$15,000.00.



CLOSING

We are prepared to commence work upon acceptance of this services agreement. We appreciate the opportunity to assist the Village in establishing this important program which has been successfully utilized in numerous communities throughout Ohio.

If there is a need for clarification, please contact me at 216-778-0201 (cell) or khopkins@ctconsultants.com.

If this proposal is acceptable, please indicate your approval of this contract by signing in the space provided and returning to us by email.

Respectfully submitted,

CT Consultants, Inc.

Kristin Hopkins, FAICP
Manager of Planning Services

CC:

- Shawn Aiken, P.E., Vice President
- Jennifer Brown, Project Development Manager
- Michael P. Cyvas, P.E.

Acceptance:

If you concur with these terms and conditions, please sign and date this letter proposal in the space provided below, and return one (1) copy to me via email.

ACCEPTED: Village of Jefferson, OH

Printed Name: _____ Title: _____

Signature: _____ Date: _____



Memo

To: Mayor Chiacchiero
 CF: Fire Chief Lachey
 From: Chris Mackensen,
 Subject: Administrator's Report
 Date: April 15, 2024

Members of Council
 Police Deputy Chief Schor
 Village Administrator

Village Administrator's report for the period ending April 12, 2024.

Projects update:

Project	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
WWTP Clarifier Improvement	OPWC – R38	Starting Engineering 01/01/2024	CT Consulting	\$207,500 Grant \$50,000 Loan	\$515,000
Street Paving 2024		Started Engineering	CT Consulting	drainage on E Walnut - possible grant	Up to 270.000

In the Village

The Jefferson Nazarene Church Service Event April 20th. the church will have 75 to 100 volunteers. During that time, the community will see these people and their families at the rec center working on flower beds and Memorial Field working on painting the fence and landscaping on the front entrance facing the road.

Street Dept.

- Several old trees in front of the old courthouse the village is working with the county on having new smaller colorful trees planted in there please.

Recreation Department:

- I would like to thank all village departments along with the community for the wonderful job everyone did to make the Solar event in conjunction with Jefferson Library and Boy Scouts go off without a hitch. It was a great event and many people from all over Ohio and beyond attended. I received several positive comments on how nice the village was and that they would be making plans to attend future events we have.

Wastewater Treatment Plant:

- Plant operations are running at acceptable levels.

Police:

Fire:

Other Items:

Address	Violation Type	Status	Comments

Direct Deposit Register

Employee/Payee		Voucher		
Code	Name	Date	Number	Amount
A028	ABBOTT, MARIA	04/05/2024	551660277	1,244.77
A029	ATKINS, MICHELLE	04/05/2024	551660278	774.55
A016	BERKOWITZ, AMANDA	04/05/2024	551660279	1,378.95
A02C	BONCIMINO, ELLIOTT	04/05/2024	551660280	953.72
A019	BURR, BLAZE	04/05/2024	551660281	1,459.71
A01C	DEAN, RICHARD	04/05/2024	551660282	1,419.34
A02H	DICKSON, LISA	04/05/2024	551660283	702.80
A01F	DYE, WILLIAM	04/05/2024	551660284	1,835.71
A01J	FISHER, PATRICIA	04/05/2024	551660285	1,064.39
A04U	GOZELANCZYK, ADAM	04/05/2024	551660286	1,419.36
A01K	GUERINI, RONI	04/05/2024	551660287	1,510.89
A02P	HITCHCOCK, WILLIAM	04/05/2024	551660288	2,126.26
A01M	LACHEY, GREGORY	04/05/2024	551660289	2,061.65
A02S	LICATE, GARY	04/05/2024	551660290	2,334.12
A02U	MACKENSEN, CHRISTOPHER	04/05/2024	551660291	2,426.67
A01S	MASSIE, ERIC	04/05/2024	551660292	1,504.55
A01T	MAYLISH, TYLER	04/05/2024	551660293	1,820.14
A01U	MESSENGER-DEAN, JAMIE	04/05/2024	551660294	1,291.38
A01V	NELSON, GARY	04/05/2024	551660295	1,774.32
A030	NORRIS, JON	04/05/2024	551660296	1,330.05
A032	PACHECO SANTOS, FELIPE	04/05/2024	551660297	1,315.96
A021	SARDELLA, KAREN	04/05/2024	551660298	349.44
A036	SCHOR, JOSEPH	04/05/2024	551660299	1,814.23
A026	WATERS, ZACHARY	04/05/2024	551660300	1,222.58
A03B	WIDGER, KIMBERLY	04/05/2024	551660301	291.77
A051	YOUNG, JOLENE	04/05/2024	551660302	417.26
Total for 04/05/2024				35,844.57

	Net Pays	DDDs	Voids	Deductions	Total	
Count:	26	8	0	0	34	Grand Total 35,844.57

Payroll Distributed Summary Report

Company Total

Gross Earnings	Hours/Units	Amount	% of Co	Voluntary Deductions	Amount	Employee Taxes	Amount
Regular	1,713.14	38,657.21	100.00%	Deferred Comp	60.00	Federal W/H	2,532.39
Callout OT	17.30	571.19	100.00%	Deferred Compensation Local	772.00	Medicare	619.89
Holiday Overtime	8.30	305.51	100.00%	GROUP ACCIDENT	26.31	Ohio State W/H	960.48
Overtime	30.21	1,139.74	100.00%	HSA EMPLOYEE	2,273.14	Jefferson, OH - Local	640.25
Weighted Overtime	5.50	157.97	100.00%	LIFE INSURANCE EMPLOYEE	16.90		4,753.01
Acting Supervisor	6.00	138.42	100.00%	Lincoln Investments Local	1,000.00		
Bereavement	24.00	600.00	100.00%	POLICE PENSION	296.86	Employer Taxes	Amount
Holiday	38.00	890.86	100.00%	UNITED WAY OF ASHTABULA	15.00	Employer Medicare	619.83
Other	7.00	167.21	100.00%	VISION PLAN EMPLOYEE	226.90		619.83
Personal	8.00	186.64	100.00%				100.00%
Sick	28.00	640.37	100.00%				
Vacation	56.00	1,329.57	100.00%				
Callout Piece Rate	-	200.00	100.00%				
Longevity	-	300.00	100.00%				
	1,941.45	45,284.69	100.00%				

Employer Match	Amount	% of Co
ER PERS PENSION PICK UP - Matc	3,165.77	100.00%
ER POLICE PENSION PICKUP - Mat	1,319.31	100.00%
	4,485.08	100.00%

Memo Deductions	Amount
ER DEFERRED COMP EMPLOYER	319.20
ER HEALTH INSURANCE PROVI	25,720.84
ER LIFE INSURANCE EMPLOYE	214.29
ER VISION PLAN EMPLOYER	6.04
	26,260.37

Net Pay 35,844.57

Village Of Jefferson Net Allocation Report

Period Number: 1

Check Date: 04/05/2024

Payroll Period: 2024/03/31 QUARTERLY PAYROLL
3/31/2024

Period Dates: 01/01/2024 to 03/31/2024

Check Number	Job Number	Employee Name	Net Allocation	Gross	Net
Direct Deposit (ACH file)					
0000005541	FIRH580	BLON, KYLE	Direct Deposit [***399]	\$777.26	\$703.06
0000005542	FIRH490	BLON, TIMOTHY W.	Direct Deposit [***155]	\$157.84	\$42.60
0000005543	FIRH380	EDISON, CHRISTINA K.	Direct Deposit [***495]	\$122.90	\$111.66
0000005544	FIRH370	EDISON, JOSEPH W.	Direct Deposit [***495]	\$1,641.20	\$1,432.40
0000005545	FIRH430	FARINA, DAVID P.	Direct Deposit [***098]	\$1,027.13	\$851.26
0000005546	FIRH590	FUHRMANN, GREG M.	Direct Deposit [***352]	\$382.88	\$347.56
0000005547	FIRH650	FUHRMANN, KELLY L.	Direct Deposit [***998]	\$74.06	\$67.29
0000005548	FIRH030	GREGG, ROBERT	Direct Deposit [***087]	\$278.97	\$252.86
0000005549	FIRH410	HARROLD, TIMOTHY P.	Direct Deposit [***917]	\$515.06	\$466.16
0000005550	FIRH760	JUSTICE, EDWARD BROOKS	Direct Deposit [***983]	\$231.90	\$209.52
0000005551	FIRH050	LACHEY, DAVID	Direct Deposit [***051]	\$72.38	\$65.75
0000005552	FIRH780	LACHEY, GREGORY F.	Direct Deposit [***638]	\$46.06	\$16.84
0000005553	FIRH630	LEE, ADAM M.	Direct Deposit [***081]	\$746.74	\$675.48
0000005554	FIRH690	MCMANNES, JON C.	Direct Deposit [***911]	\$254.42	\$229.87
0000005555	FIRH695	PAINTER, AARON LEE	Direct Deposit [***901]	\$556.98	\$503.23
0000005556	FIREH780	PEER, JACOB N.	Direct Deposit [***702]	\$163.74	\$122.94
0000005557	FIRH620	PLATT, LOGAN R.	Direct Deposit [***892]	\$326.58	\$295.05
0000005558	FIRH330	RICE, JACOB M.	Direct Deposit [***970]	\$301.54	\$262.44
0000005559	FIRH400	STONE, FRANKLIN E. III	Direct Deposit [***555]	\$855.60	\$773.84
0000005560	FIRH100	WAYMAN, PHYLLIS	Direct Deposit [***384]	\$445.73	\$327.71
0000005561	FIRS080	LACHEY, THOMAS	Direct Deposit [***162]	\$220.10	\$160.95
0000005562	FIRS050	LOCY SR, DAVID B.	Direct Deposit [***951]	\$546.74	\$427.76
Direct Deposit (ACH file) Total:				\$9,745.81	\$8,346.23
Grand Total:				\$9,745.81	\$8,346.23

To: Mayor Chiacchiero, Members of Council, Administrator Mackensen

From: Patricia A Fisher, Clerk/Treasurer

Month End Financial Summary for : February 2023 February 2024

Month- End Total Fund Balance after Outstanding Encumbrances

Unexpended Balance	3,410,212.12	3,770,560.68		
Lottery	(31,652.00)	(31,652.00)		
Ending Balance	3,378,560.12	3,738,908.68		
Overall Fund Balances		360,348.56	10.7%	Without Lottery

Income Tax Collections

	345,522.30	533,513.44		
	345,522.30	533,513.44		
Tax Comparison YTD		187,991.14	54.4%	Up

WasteWater Fees

509	30,992.44	33,508.50		
520	103,750.09	11,479.24		
Capital surcharge	11,184.34	112,180.31		
	145,926.87	157,168.05		
Sewer Comparison YTD		11,241.18	7.7%	Down

Recreation Center

204	24,074.23	26,829.47		
Levy	0.00	0.00		
Transfer	0.00	0.00		
Recreation Comparison YTD		2,755.24	10.3%	

Senior Center

205	3,635.46	5,265.61		
Transfer	0.00	0.00		
Senior Comparison YTD		1,630.15	31.0%	

End of Month Summary	February	
Total Cash on Hand	\$1,000.00	
Andover Bank CD	\$146,103.43	
Huntington Bank 2257	\$45,498.38	
Star Ohio 26065	\$67,353.03	
Payroll Checking	\$0.00	
Andover/ First Common Bank Checking	\$3,510,605.84	
Ending Balance	\$3,770,560.68	Up 10.7 %
YTD Revenue	\$832,975.63	
YTD Expenses	\$743,699.48	
Outstanding Encumbrance	\$218,641.22	
Recreation Revenue YTD	\$24,074.23	Up 10.3 %
Senior Revenue YTD	\$3,635.46	Up 31.0 %
Income Tax Revenue YTD	\$345,522.10	Up 54.4 %
Sewer Fee Collections YTD	\$145,926.87	Up 7.7 %

Village of Jefferson Statement of Cash Position with MTD Totals

From: 1/1/2024 to 2/29/2024
Funds: 000 to 999

Include Inactive Accounts: No
Page Break on Fund: No

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
101	GENERAL FUND	\$916,186.31	\$60,744.76	\$207,950.00	\$88,906.77	\$169,932.85	\$954,203.46	\$32,778.89	\$921,424.57
201	STREET CONSTRUCTION M & R IMPROVEMENT	\$55,213.44	\$17,169.10	\$32,901.58	\$11,112.11	\$25,926.79	\$62,188.23	\$1,134.60	\$61,053.63
202	STATE HIGHWAY IMPROVEMENT	\$11,193.38	\$1,503.20	\$2,900.63	\$2,977.04	\$4,862.35	\$9,231.66	\$0.00	\$9,231.66
204	VILLAGE RECREATION	\$65,638.30	\$14,701.37	\$26,829.47	\$39,438.21	\$55,502.97	\$36,964.80	\$16,088.78	\$20,876.02
205	VILLAGE SENIOR DEPARTMENT (GRA	\$9,160.02	\$2,089.18	\$5,265.61	\$3,077.42	\$5,765.72	\$8,659.91	\$492.68	\$8,167.23
206	CENTRAL PARK HALL	\$8,930.46	\$3,868.55	\$5,368.55	\$2,695.00	\$5,220.44	\$9,078.57	\$1,779.10	\$7,299.47
207	SPECIAL STREET REPAIR	\$82,873.35	\$0.00	\$0.00	\$7,696.47	\$8,942.41	\$73,930.94	\$6,615.77	\$67,315.17
209	STREET LIGHTING LEVY	\$74,867.75	\$0.00	\$0.00	\$7,941.49	\$15,844.28	\$59,023.47	\$19,475.00	\$39,548.47
210	PERMISSIVE AUTO ENFORCEMENT EDUCATION	\$35,948.76	\$2,066.89	\$3,784.92	\$7,577.42	\$7,577.42	\$32,156.26	\$5,503.00	\$26,653.26
213	POLICE TRAINING REIMBURSEMENT	\$3,560.44	\$0.00	\$0.00	\$0.00	\$0.00	\$3,560.44	\$0.00	\$3,560.44
214	POLICE BUILDING FUND	\$6,206.47	\$0.00	\$4,697.52	\$0.00	\$0.00	\$10,903.99	\$2,340.00	\$8,563.99
215	POLICE BUILDING FUND	\$6,689.08	\$920.00	\$2,026.00	\$0.00	\$0.00	\$8,715.08	\$0.00	\$8,715.08
216	OPIOID DISTRIBUTION SETTLEMENT (STATE OF OHIO)	\$1,063.83	\$0.00	\$15.37	\$0.00	\$0.00	\$1,079.20	\$0.00	\$1,079.20
217	CRIMINAL FORFEITURE FUND	\$2,232.80	\$0.00	\$0.00	\$0.00	\$0.00	\$2,232.80	\$0.00	\$2,232.80
219	SAFETY SERVICES FUND	\$483,355.83	\$47,634.36	\$177,820.01	\$132,794.70	\$174,556.76	\$486,619.08	\$6,402.29	\$480,216.79
221	FIRE APPARATUS (CONTRACT)	\$54,568.58	\$0.00	\$0.00	\$7,195.51	\$13,120.33	\$41,448.25	\$5,316.63	\$36,131.62
222	SPECIAL FIRE APPARATUS (LEVY)	\$66,697.87	\$0.00	\$0.00	\$2,976.95	\$5,940.95	\$60,756.92	\$1,663.73	\$59,093.19
223	SPECIAL POLICE (LEVY)	\$2,873.31	\$0.00	\$0.00	\$0.00	\$0.00	\$2,873.31	\$0.00	\$2,873.31
224	CAPITAL IMPROVEMENT SPEC REVEN	\$310,541.14	\$47,856.18	\$228,852.61	\$39,709.36	\$85,162.29	\$454,231.46	\$50,233.05	\$403,998.41
230	230 CAPITAL IMPROVEMENTS (PERMANENT FIXTURE)	\$31,652.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,652.00	\$0.00	\$31,652.00
310	RECREATION FACILITY	\$6,952.98	\$749.06	\$757.16	\$0.00	\$0.00	\$7,710.14	\$0.00	\$7,710.14

Statement of Cash Position with MTD Totals

From: 1/1/2024 to 2/29/2024

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
320	PIERCE FIRE TRUCK	\$16,316.48	\$0.00	\$0.00	\$0.00	\$0.00	\$16,316.48	\$0.00	\$16,316.48
430	RECYCLING GRANT	\$1,501.50	\$2.50	\$2.50	\$0.00	\$0.00	\$1,504.00	\$0.00	\$1,504.00
440	EQUALIZATION TANK	\$0.00	\$30,988.76	\$30,988.76	\$30,988.76	\$30,988.76	\$0.00	\$0.00	\$0.00
450	AMERICAN RESCUE PLAN (ARP)	\$298,907.58	\$0.00	\$0.00	\$0.00	\$0.00	\$298,907.58	\$0.00	\$298,907.58
460	AMERICAN RESCUE PLAN (ARP) CHILD CARE STABILIZATION GRANT	\$23,786.24	\$0.00	\$0.00	\$816.94	\$816.94	\$22,969.30	\$0.00	\$22,969.30
509	SEWER IMPROVEMENT	\$426,889.73	\$7,544.87	\$44,987.74	\$17,460.85	\$17,460.85	\$454,416.62	\$83,197.62	\$371,219.00
510	REFUSE FUND	\$30,028.74	\$5,055.79	\$35,845.67	\$17,192.21	\$17,804.36	\$48,070.05	\$16,228.50	\$31,841.55
520	W W TREATMENT	\$500,092.01	\$20,130.50	\$112,180.31	\$69,646.06	\$117,768.93	\$494,503.39	\$35,975.55	\$458,527.84
704	UNCLAIMED FUNDS	\$10,618.58	\$0.00	\$0.00	\$0.00	\$0.00	\$10,618.58	\$0.00	\$10,618.58
706	RENTAL DEPOSIT FUND	\$2,582.50	\$770.00	\$2,685.00	\$325.00	\$870.00	\$4,397.50	\$0.00	\$4,397.50
707	BID - PERFORMANCE BOND	\$1,000.00	\$400.00	\$400.00	\$0.00	\$200.00	\$1,200.00	\$0.00	\$1,200.00
708	UTILITY DEPOSIT	\$52,831.32	\$80.00	\$500.00	\$784.69	\$819.21	\$52,512.11	\$0.00	\$52,512.11
709	SCHOLARSHIP FUND	\$535.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$0.00	\$535.00
710	MARKETING JEFFERSON FUND	\$3,395.36	\$0.00	\$0.00	\$0.00	\$0.00	\$3,395.36	\$0.00	\$3,395.36
803	SA WEST CEDAR STREET	\$690.18	\$0.00	\$0.00	\$0.00	\$0.00	\$690.18	\$0.00	\$690.18
998	Utility Billing - Credit Memos	\$2,244.83	(\$2,168.86)	\$835.87	\$0.00	\$0.00	\$3,080.70	\$0.00	\$3,080.70
999	Payroll Clearing Fund	\$0.00	\$94,856.99	\$188,037.58	\$95,176.52	\$187,813.72	\$223.86	\$0.00	\$223.86
Grand Total:		\$3,607,826.15	\$356,963.20	\$1,115,632.86	\$586,489.48	\$952,898.33	\$3,770,560.68	\$285,225.19	\$3,485,335.49

Village of Jefferson Bank Report

Banks: aflac to SWR

As Of: 1/1/2024 to 2/28/2024

Include Inactive Bank Accounts: No

Bank	Beginning Bal.	MTD Revenue	YTD Revenue	MTD Expense	YTD Expense	YTD Other	Ending Bal.
HUNTINGTON CD	\$45,498.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,498.38
ANDOVER BANK CD	\$146,085.22	\$18.21	\$18.21	\$0.00	\$0.00	\$0.00	\$146,103.43
CASH ON HAND	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
FURTHERANCE OF JUSTICE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
GENERAL CHECKING ACCOUNT	\$3,348,543.15	\$261,797.12	\$926,661.35	\$489,441.28	\$730,146.97	(\$34,451.69)	\$3,510,605.84
PAYROLL CHECKING ACCOUNT	\$262.09	\$94,856.99	\$188,037.58	\$97,048.20	\$222,751.36	\$34,451.69	\$0.00
STAR OHIO INVESTMENT	\$66,437.31	\$290.88	\$915.72	\$0.00	\$0.00	\$0.00	\$67,353.03
Grand Total:	\$3,607,826.15	\$356,963.20	\$1,115,632.86	\$586,489.48	\$952,898.33	\$0.00	\$3,770,560.68

Village of Jefferson

Statement of Cash Position with MTD Totals

From: 1/1/2024 to 2/29/2024
 Funds: 000 to 999

Include Inactive Accounts: No
 Page Break on Fund: No

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
101	GENERAL FUND	\$916,186.31	\$60,744.76	\$207,950.00	\$88,906.77	\$169,932.85	\$954,203.46	\$32,778.89	\$921,424.57
201	STREET CONSTRUCTION M & R IMPROVEMENT	\$55,213.44	\$17,169.10	\$32,901.58	\$11,112.11	\$25,926.79	\$62,188.23	\$1,134.60	\$61,053.63
202	STATE HIGHWAY IMPROVEMENT	\$11,193.38	\$1,503.20	\$2,900.63	\$2,977.04	\$4,862.35	\$9,231.66	\$0.00	\$9,231.66
204	VILLAGE RECREATION	\$65,638.30	\$14,701.37	\$26,829.47	\$39,438.21	\$55,502.97	\$36,964.80	\$16,088.78	\$20,876.02
205	VILLAGE SENIOR DEPARTMENT (GRA)	\$9,160.02	\$2,089.18	\$5,265.61	\$3,077.42	\$5,765.72	\$8,659.91	\$492.68	\$8,167.23
206	CENTRAL PARK HALL	\$8,930.46	\$3,868.55	\$5,368.55	\$2,695.00	\$5,220.44	\$9,078.57	\$1,779.10	\$7,299.47
207	SPECIAL STREET REPAIR	\$82,873.35	\$0.00	\$0.00	\$7,696.47	\$8,942.41	\$73,930.94	\$6,615.77	\$67,315.17
209	STREET LIGHTING LEVY	\$74,867.75	\$0.00	\$0.00	\$7,941.49	\$15,844.28	\$59,023.47	\$19,475.00	\$39,548.47
210	PERMISSIVE AUTO ENFORCEMENT EDUCATION	\$35,948.76	\$2,066.89	\$3,784.92	\$7,577.42	\$7,577.42	\$32,156.26	\$5,503.00	\$26,653.26
213	POLICE TRAINING REIMBURSEMENT	\$3,560.44	\$0.00	\$0.00	\$0.00	\$0.00	\$3,560.44	\$0.00	\$3,560.44
214	POLICE BUILDING FUND	\$6,206.47	\$0.00	\$4,697.52	\$0.00	\$0.00	\$10,903.99	\$2,340.00	\$8,563.99
215	POLICE BUILDING FUND	\$6,689.08	\$920.00	\$2,026.00	\$0.00	\$0.00	\$8,715.08	\$0.00	\$8,715.08
216	OPIOID DISTRIBUTION SETTLEMENT (STATE OF OHIO)	\$1,063.83	\$0.00	\$15.37	\$0.00	\$0.00	\$1,079.20	\$0.00	\$1,079.20
217	CRIMINAL FORFEITURE FUND	\$2,232.80	\$0.00	\$0.00	\$0.00	\$0.00	\$2,232.80	\$0.00	\$2,232.80
219	SAFETY SERVICES FUND	\$483,355.83	\$47,634.36	\$177,820.01	\$132,794.70	\$174,556.76	\$486,619.08	\$6,402.29	\$480,216.79
221	FIRE APPARATUS (CONTRACT)	\$54,568.58	\$0.00	\$0.00	\$7,195.51	\$13,120.33	\$41,448.25	\$5,316.63	\$36,131.62
222	SPECIAL FIRE APPARTUS (LEVY)	\$66,697.87	\$0.00	\$0.00	\$2,976.95	\$5,940.95	\$60,756.92	\$1,663.73	\$59,093.19
223	SPECIAL POLICE (LEVY)	\$2,873.31	\$0.00	\$0.00	\$0.00	\$0.00	\$2,873.31	\$0.00	\$2,873.31
224	CAPITAL IMPROVEMENT SPEC REVEN	\$310,541.14	\$47,856.18	\$228,852.61	\$39,709.36	\$85,162.29	\$454,231.46	\$50,233.05	\$403,998.41
230	230 CAPITAL IMPROVEMENTS (PERMANENT FIXTURE)	\$31,652.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,652.00	\$0.00	\$31,652.00
310	RECREATION FACILITY	\$6,952.98	\$749.06	\$757.16	\$0.00	\$0.00	\$7,710.14	\$0.00	\$7,710.14

Statement of Cash Position with MTD Totals

From: 1/1/2024 to 2/29/2024

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
320	PIERCE FIRE TRUCK	\$16,316.48	\$0.00	\$0.00	\$0.00	\$0.00	\$16,316.48	\$0.00	\$16,316.48
430	RECYCLING GRANT	\$1,501.50	\$2.50	\$2.50	\$0.00	\$0.00	\$1,504.00	\$0.00	\$1,504.00
440	EQUALIZATION TANK	\$0.00	\$30,988.76	\$30,988.76	\$30,988.76	\$30,988.76	\$0.00	\$0.00	\$0.00
450	AMERICAN RESCUE PLAN (ARP)	\$298,907.58	\$0.00	\$0.00	\$0.00	\$0.00	\$298,907.58	\$0.00	\$298,907.58
460	AMERICAN RESCUE PLAN (ARP) CHILD CARE STABILIZATION GRANT	\$23,786.24	\$0.00	\$0.00	\$816.94	\$816.94	\$22,969.30	\$0.00	\$22,969.30
509	SEWER IMPROVEMENT	\$426,889.73	\$7,544.87	\$44,987.74	\$17,460.85	\$17,460.85	\$454,416.62	\$83,197.62	\$371,219.00
510	REFUSE FUND	\$30,028.74	\$5,055.79	\$35,845.67	\$17,192.21	\$17,804.36	\$48,070.05	\$16,228.50	\$31,841.55
520	W W TREATMENT	\$500,092.01	\$20,130.50	\$112,180.31	\$69,646.06	\$117,768.93	\$494,503.39	\$35,975.55	\$458,527.84
704	UNCLAIMED FUNDS	\$10,618.58	\$0.00	\$0.00	\$0.00	\$0.00	\$10,618.58	\$0.00	\$10,618.58
706	RENTAL DEPOSIT FUND	\$2,582.50	\$770.00	\$2,685.00	\$325.00	\$870.00	\$4,397.50	\$0.00	\$4,397.50
707	BID - PERFORMANCE BOND	\$1,000.00	\$400.00	\$400.00	\$0.00	\$200.00	\$1,200.00	\$0.00	\$1,200.00
708	UTILITY DEPOSIT	\$52,831.32	\$80.00	\$500.00	\$784.69	\$819.21	\$52,512.11	\$0.00	\$52,512.11
709	SCHOLARSHIP FUND	\$535.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$0.00	\$535.00
710	MARKETING JEFFERSON FUND	\$3,395.36	\$0.00	\$0.00	\$0.00	\$0.00	\$3,395.36	\$0.00	\$3,395.36
803	SA WEST CEDAR STREET	\$690.18	\$0.00	\$0.00	\$0.00	\$0.00	\$690.18	\$0.00	\$690.18
998	Utility Billing - Credit Memos	\$2,244.83	(\$2,168.86)	\$835.87	\$0.00	\$0.00	\$3,080.70	\$0.00	\$3,080.70
999	Payroll Clearing Fund	\$0.00	\$94,856.99	\$188,037.58	\$95,176.52	\$187,813.72	\$223.86	\$0.00	\$223.86
Grand Total:		\$3,607,826.15	\$356,963.20	\$1,115,632.86	\$586,489.48	\$952,898.33	\$3,770,560.68	\$285,225.19	\$3,485,335.49

Village of Jefferson Check Report by Check Number

Banks: All
 Payment Method: Checks, ACH, EFT
 Vendors: 1STAYD10 to ZUPKAJ50
 Checks: All

Check Dates: 1/1/1900 to 2/28/2024
 As Of Check Cash Date: 1/1/1900 to 2/28/2024
 Include Voids: No
 Check Status: Outstanding

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
Bank: GEN - GENERAL CHECKING ACCOUNT								
0000278367	10/10/2023	RENTREIMB	DEBORAH THARP	Check	Outstanding		\$0.00	\$25.00
0000278368	10/10/2023	RENTREIMB	CROSS POINT FELLOWSHIP	Check	Outstanding		\$0.00	\$25.00
0000278539	11/29/2023	RENTREIMB	OLIVIA SPRAGUE	Check	Outstanding		\$0.00	\$25.00
0000278541	11/29/2023	RENTREIMB	DAVID THOMPSON III	Check	Outstanding		\$0.00	\$25.00
0000278545	11/29/2023	RENTREIMB	KATELYN HOSLER	Check	Outstanding		\$0.00	\$25.00
0000278562	12/04/2023	RENTREIMB	ARIEL JOHNSON	Check	Outstanding		\$0.00	\$10.00
0000278604	12/12/2023	RENTREIMB	SARAH WELSER	Check	Outstanding		\$0.00	\$25.00
0000278628	12/19/2023	RENTREIMB	AETNA	Check	Outstanding		\$0.00	\$50.00
0000278693	01/10/2024	RENTREIMB	NIKKI THOMAS	Check	Outstanding		\$0.00	\$20.00
0000278698	01/10/2024	RENTREIMB	ANGELICA ROSS	Check	Outstanding		\$0.00	\$25.00
0000278699	01/10/2024	RENTREIMB	CROSSPOINT FELLOWSHIP	Check	Outstanding		\$0.00	\$50.00
0000278746	02/11/2024	CZUPCO10	COLLEEN CZUP	Check	Outstanding		\$0.00	\$562.50
0000278751	02/11/2024	INVOIC10	INVOICE CLOUD INC	Check	Outstanding		\$0.00	\$363.80
0000278752	02/11/2024	JANITO50	JANITORS SUPPLY'S	Check	Outstanding		\$0.00	\$399.29
0000278753	02/11/2024	JEFFMC50	JEFFERSON MILLING CO	Check	Outstanding		\$0.00	\$378.00
0000278758	02/11/2024	LOWES010	LOWE'S COMPANIES, INC.	Check	Outstanding		\$0.00	\$78.84
0000278759	02/11/2024	NORTHE30	NORTHEAST FIRE PROTECTION LLC	Check	Outstanding		\$0.00	\$10,875.00
0000278761	02/11/2024	RENTREIMB	ANGELA HENRY	Check	Outstanding		\$0.00	\$75.00
0000278764	02/11/2024	RENTREIMB	KARLEY CHRISTINE	Check	Outstanding		\$0.00	\$136.38
0000278766	02/11/2024	SANDER10	SANDERS MARKETS	Check	Outstanding		\$0.00	\$700.00
0000278768	02/11/2024	SHUTTL50	SHUTTLERS UNIFORM INC.	Check	Outstanding	02/29/2024	\$0.00	\$228.00
0000278770	02/11/2024	HINEST80	TED HINES	Check	Outstanding		\$0.00	\$420.77
0000278771	02/11/2024	USBANK10	U.S BANK NATIONAL ASSOCIATION	Check	Outstanding		\$0.00	\$1,000.00
0000278775	02/02/2024	VISA050	VISA	EFT	Outstanding	02/29/2024	\$0.00	\$99.22
0000278775	02/25/2024	ALOUIS10	A LOUIS SUPPLY CO	Check	Outstanding	02/29/2024	\$0.00	\$90.00
0000278776	02/25/2024	ACMCOH10	ACMC OCCUPATIONAL HEALTH CLINIC	Check	Outstanding		\$0.00	\$0.00
0000278777	02/02/2024	VISA050	VISA	EFT	Outstanding		\$0.00	\$0.00
0000278777	02/25/2024	AGSLER10	AGS LETTERING	Check	Outstanding		\$0.00	\$172.00
0000278778	02/25/2024	ANDREW10	ANDREWS & PONTIUS LLC	Check	Outstanding		\$0.00	\$2,701.00
0000278779	02/25/2024	APPLIE10	APPLIED INDUSTRIAL TECHNOLOGIES IN	Check	Outstanding		\$0.00	\$206.98
0000278780	02/25/2024	MERITE60	BLUE TECHNOLOGIES	Check	Outstanding		\$0.00	\$70.80
0000278781	02/25/2024	COMMUN20	COMMUNITY AUTO REPAIR	Check	Outstanding		\$0.00	\$184.72
0000278782	02/25/2024	CTCONS10	CT CONSULTANTS	Check	Outstanding		\$0.00	\$30,988.76
0000278783	02/25/2024	DRUGMA10	DISCOUNT DRUG MART	Check	Outstanding	02/29/2024	\$0.00	\$22.07
0000278784	02/25/2024	FAMOUS10	FAMOUS SUPPLY COMPANY	Check	Outstanding		\$0.00	\$576.00

As Of Check Cashed Date: 1/1/1900 to 2/28/2024

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000278785	02/25/2024	GAZETT10	GAZETTE LEGAL PUBLICATION	Check	Outstanding		\$0.00	\$91.16
0000278786	02/25/2024	GLAZIE10	GLAZIER INSURANCE AGENCY	Check	Outstanding	02/29/2024	\$0.00	\$914.00
0000278787	02/25/2024	FINKOO10	H.E.L.P. DAN FINK	Check	Outstanding		\$0.00	\$3,560.00
0000278788	02/25/2024	HASTIN10	HASTINGS AIR ENERGY CONTROL INC	Check	Outstanding		\$0.00	\$59,037.38
0000278789	02/25/2024	USABLUE50	HD SUPPLY, INC	Check	Outstanding		\$0.00	\$252.51
0000278790	02/25/2024	HUDSON10	HUDSON COMMUNICATION LLC	Check	Outstanding		\$0.00	\$3,742.50
0000278791	02/25/2024	JEFFPM70	JEFFERSON POSTMASTER	Check	Outstanding		\$0.00	\$78.11
0000278792	02/25/2024	JEFFPM80	JEFFERSON POSTMASTER	Check	Outstanding		\$0.00	\$600.26
0000278793	02/25/2024	MORTON50	MORTON SALT, INC	Check	Outstanding		\$0.00	\$7,577.42
0000278794	02/25/2024	NORTHEAST	NORTHEASTERN COMMUNICATION INC.	Check	Outstanding		\$0.00	\$839.00
0000278795	02/25/2024	SCHULT70	SCHULTZ FLUID	Check	Outstanding		\$0.00	\$4,967.23
0000278796	02/25/2024	STATER60	STATE ROAD OCCUPATIONAL MEDICAL	Check	Outstanding		\$0.00	\$270.00
0000278797	02/25/2024	TENANM10	TENAN MACHINE & FABRICATING INC	Check	Outstanding		\$0.00	\$60.00
0000278798	02/25/2024	UDEPREF	STOWE, DONAJENE	Check	Outstanding		\$0.00	\$68.48
0000278799	02/25/2024	UDEPREF	RUTH, NATHAN	Check	Outstanding		\$0.00	\$43.01
0000278800	02/25/2024	UDEPREF	DEIST, LUKE	Check	Outstanding		\$0.00	\$98.28
0000278801	02/25/2024	UDEPREF	JUDITH, JEWELL	Check	Outstanding		\$0.00	\$24.45
0000278802	02/25/2024	WASTEM10	WASTE MANAGEMENT	Check	Outstanding		\$0.00	\$16,348.40
GEN - GENERAL CHECKING ACCOUNT Total:								\$149,281.32

Bank: PAY - PAYROLL CHECKING ACCOUNT

0000007146	02/22/2024	STTAX	OHIO DEPARTMENT OF TAXATION	EFT	Outstanding		\$0.00	\$2,055.64
PAY - PAYROLL CHECKING ACCOUNT Total:								\$2,055.64

Grand Total:

\$0.00 \$151,336.96

PUBLIC RECORDS REQUEST POLICY

Village of Jefferson

MISSION STATEMENT

Openness leads to a better-informed citizenry, which leads to better government and better public policy. It is always the mission and intent of The **Village of Jefferson** to fully comply with and abide by both the spirit and the letter of Ohio's Public Records Act.

DEFINING PUBLIC RECORDS

A "record" is defined to include the following: A document in any format – paper, electronic (including, but not limited to, business e-mail) – that is created, received by, or comes under the jurisdiction of the **Village of Jefferson** that documents the organization, functions, policies, decisions, procedures, operations, or other activities of the office.

A "**public record**" is a "record" that is being kept by this office at the time a public records request is made, subject to applicable exemptions from disclosure under Ohio or federal law. All public records must be organized and maintained in such a way that they can be made available for inspection and copying.

RESPONSE TIMEFRAME

Public records are to be available for inspection during regular business hours. Public records must be made available for inspection promptly. Copies of public records must be made available within a reasonable

period of time. “Prompt” and “reasonable” take into account the volume of records requested, the proximity of the location where the records are stored, the necessity for any legal review and redaction, and other facts and circumstances of the records requested.

It is the goal of the **Village of Jefferson** that all requests for public records should be acknowledged in writing or, if feasible, satisfied within three business days following the office’s receipt of the request.

HANDLING REQUESTS

No specific language is required to make a request for public records. However, the requester must at least identify the records requested with sufficient clarity to allow the office to identify, retrieve, and review the records.

The requester does not have to put a records request in writing and does not have to provide his or her identity or the intended use of the requested public record(s). It is this office’s general policy that this information is not to be requested. However, the law does permit the office to ask for a written request, the requester’s identity, and/or the intended use of the information requested, but only if (1) a written request or disclosure of identity or intended use would benefit the requester by enhancing the office’s ability to identify, locate, or deliver the public records that have been requested; and (2) the requester is first told that a written request is not required and that the requester may decline to reveal the requester’s identity or intended use.

In processing the request, the office does not have an obligation to create new records or perform a search or research for information in the office’s records. An electronic record is deemed to exist so long as a computer is already programmed to produce the record through the office’s standard use of sorting, filtering, or querying features. Although

not required by law, the office should consider generating new records when it makes sense and is practical under the circumstances.

In processing a request for inspection of a public record, an office employee may accompany the requester during inspection to make certain original records are not taken or altered.

A copy of the most recent edition of the Ohio Sunshine Laws Manual is available via the Ohio Attorney General's website (www.OhioAttorneyGeneral.gov/YellowBook) for the purpose of keeping employees of the office and the public educated as to the office's obligations under Ohio's Public Records Act, Ohio's Open Meetings Act, records retention laws, and the Personal Information Systems Act.

ELECTRONIC RECORDS

Records in the form of e-mail, text messaging, and instant messaging, including those sent and received via a hand-held communications device, are to be treated in the same fashion as records in other formats, such as paper or audiotape.

Public record content transmitted to or from private accounts or personal devices is subject to disclosure. All employees or representatives of this office are required to retain their e-mail records and other electronic records in accordance with applicable records retention schedules.

DENIAL AND REDACTION OF RECORDS

If the requester makes an ambiguous or overly broad request or has difficulty in making a request such that the office cannot reasonably identify what public records are being requested, the request may be denied, but the office must then provide the requester an opportunity

to revise the request by informing the requester of the manner in which records are maintained and accessed by the office.

If the office withholds, redacts, or otherwise denies requested records, it must provide an explanation, including legal authority, for the denial(s). If the initial request was made in writing, the explanation must also be in writing. If portions of a record are public and portions are exempt, the exempt portions may be redacted, and the rest must be released. When making public records available for public inspection or copying, the office shall notify the requester of any redaction or make the redaction plainly visible.

COPYING AND MAILING COSTS

Those seeking public records may be charged only the actual cost of making copies, not labor. The charge for paper copies is [25] cents per page. The charge for electronic files downloaded to a compact disc is [3.00] per disc.

A requester may be required to pay in advance for the actual costs involved in providing the copy. The requester may choose whether to have the record duplicated upon paper, upon the same medium on which the public record is kept, or upon any other medium on which the office determines that the record can reasonably be duplicated as an integral part of the office's normal operations.

If a requester asks that documents be delivered to them, he or she may be charged the actual cost of the postage and mailing supplies, or other actual costs of delivery. There is no charge for e-mailed documents.

MANAGING RECORDS

The Village of Jefferson's records are subject to records retention schedules. The office's current schedules are available at the Village

office, a location readily available to the public as required by Ohio Revised Code § 149.43(B)(2).

Jefferson Village Police

Serving Since 1902



Joseph Schor
Deputy Chief of Police

104 East Jefferson St.
Jefferson, Ohio 44047
Telephone (440) 576-0010
Fax (440) 576-0714
Email: Joe.schor@jeffersonpolice.us

April 10, 2024

Attn: Mayor Jim Chiacchiero,
Safety Committee,
and Council

The following is a list of major calls for service and incident report categories for the month of March 2024. Attached is the statistics for the month as well for your review.

Calls For Service	365
Incident Offence Reports	31
Traffic stops	40
Traffic Citations	15
Traffic Crashes	1
Physical Arrests	3
Medical Call assists	43
Vehicle Lock outs	8
Suspicious activity	12
Towed vehicles	1

Incident Offenses Reported:

Disturbances, Domestic, Fight, Fraud, Juvenile Complaints, Reckless Driving, Suicidal Threats, Theft Larceny, Trespassing, Vandalism, and Warrant Arrest.

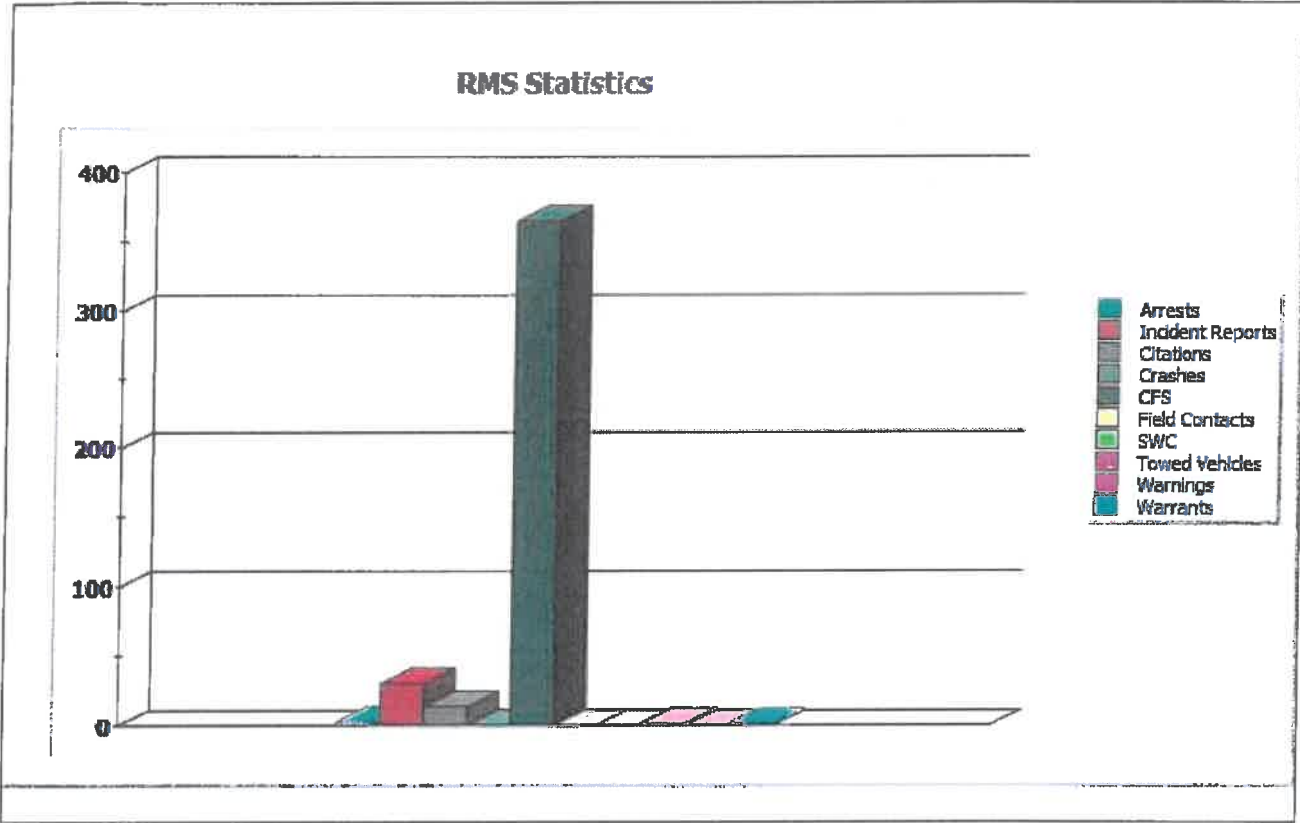
Very Respectfully,

Joseph Schor
Deputy Chief of Police
Jefferson Village Police Department

	JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	Statistics Overview
		RMS Statistics for 2024
		Print Date: 04-10-2024 Print Time: 08:06

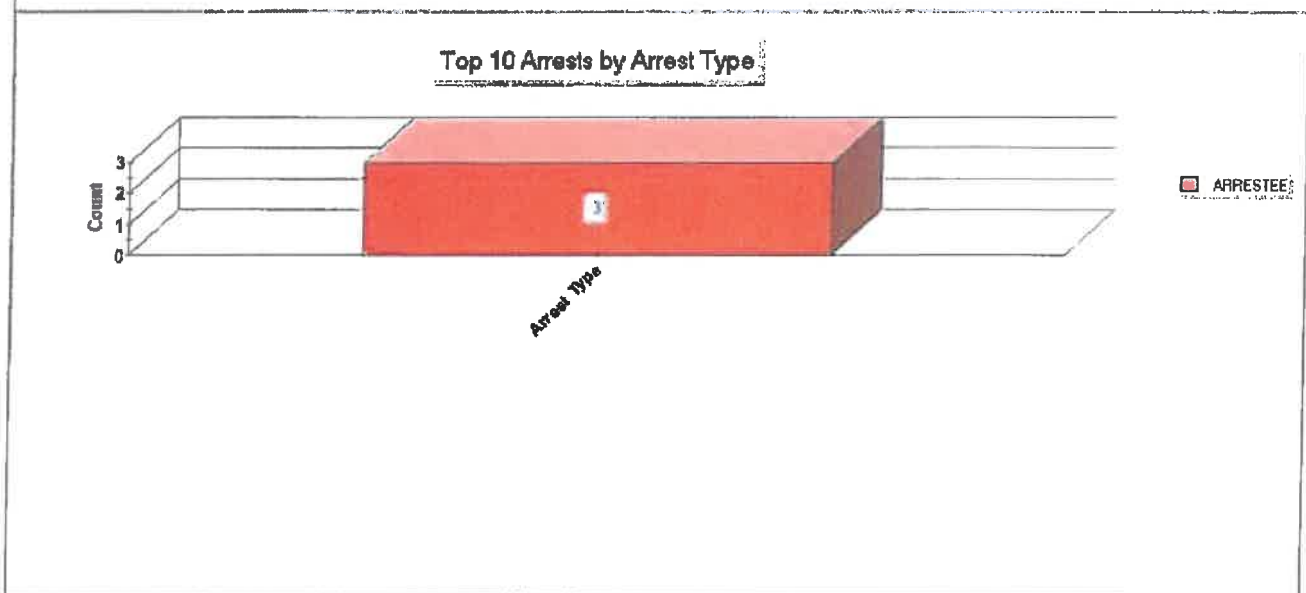
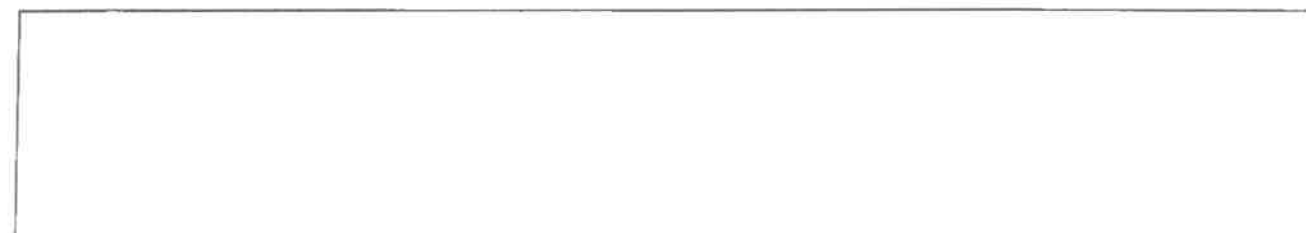
System	Total	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Arrests	14	3	5	3	3	0	0	0	0	0	0	0	0
Incident Reports	111	38	28	31	14	0	0	0	0	0	0	0	0
Citations	63	17	24	15	7	0	0	0	0	0	0	0	0
Crashes	5	3	1	0	1	0	0	0	0	0	0	0	0
CFS	1314	444	404	366	101	0	0	0	0	0	0	0	0
Field Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
SWC	0	0	0	0	0	0	0	0	0	0	0	0	0
Towed Vehicles	4	2	1	1	0	0	0	0	0	0	0	0	0
Warnings	0	0	0	0	0	0	0	0	0	0	0	0	0
Warrants	12	5	2	1	4	0	0	0	0	0	0	0	0

	JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h2 style="text-align: center;">Statistics Overview</h2>
		RMS Statistics for Month: 03 Year: 2024
		Print Date: 04-10-2024 Print Time: 08:17



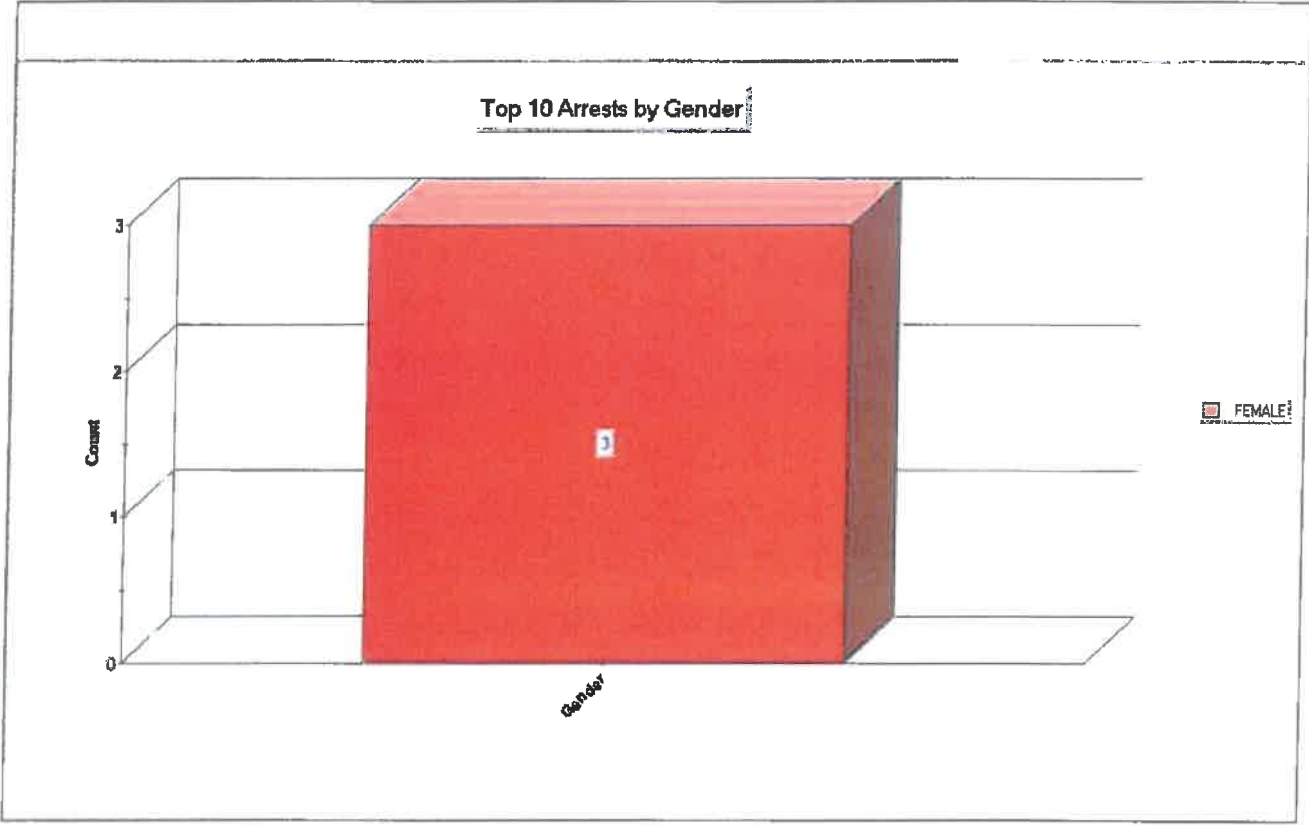
System	Total
Arrests	3
Incident Reports	31
Citations	13
Crashes	0
CFS	365
Field Contacts	0
SWC	0
Towed Vehicles	1
Warnings	0
Warrants	1

	JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h2>Arrest Type</h2>
		RMS Statistics for Month: 03 Year: 2024
		ARRESTS
		Print Date: 04-10-2024 Print Time: 08:11



ArrestType	Count
ARRESTEE	3

JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Arrest Type</h1>	
	RMS Statistics for Month: 03 Year: 2024	
	ARRESTS	
	Print Date: 04-10-2024	Print Time: 08:11

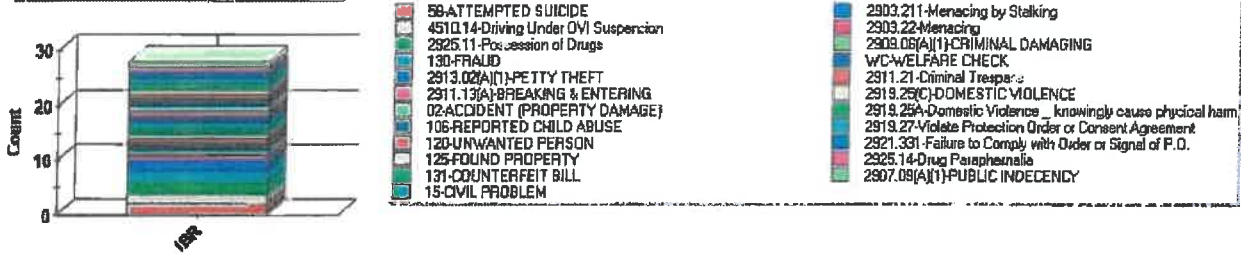


Gender	Count
FEMALE	3

JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>IBR Code</h1>	
	RMS Statistics for Month: 03 Year: 2024	
	INCIDENTS	
	Print Date: 04-10-2024	Print Time: 08:12



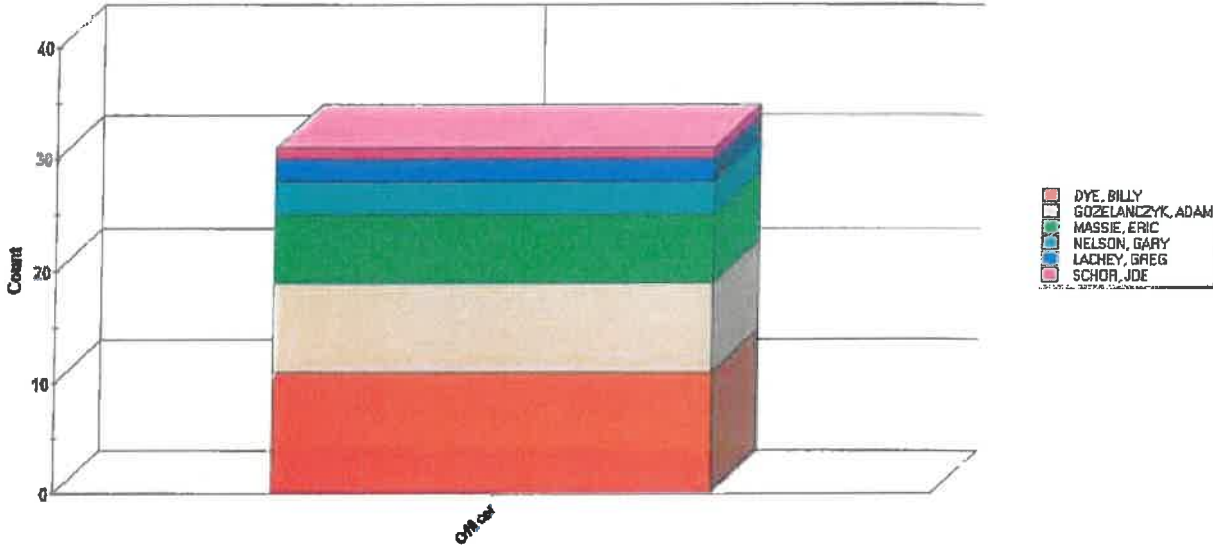
Top 10 Incidents by IBR Code



IBR Code	Count
58-ATTEMPTED SUICIDE	2
4510.14-Driving Under OVI Suspension	2
2925.11-Possession of Drugs	2
130-FRAUD	2
2913.02(A)(1)-PETTY THEFT	2
2911.13(A)-BREAKING & ENTERING	1
02-ACCIDENT (PROPERTY DAMAGE)	1
106-REPORTED CHILD ABUSE	1
120-UNWANTED PERSON	1
125-FOUND PROPERTY	1
131-COUNTERFEIT BILL	1
15-CIVIL PROBLEM	1
2903.211-Menacing by Stalking	1
2903.22-Menacing	1
2909.06(A)(1)-CRIMINAL DAMAGING	1
WC-WELFARE CHECK	1
2911.21-Criminal Trespass	1
2919.26(C)-DOMESTIC VIOLENCE	1
2919.26A-Domestic Violence _ knowingly cause physical harm	1
2919.27-Violate Protection Order or Consent Agreement	1
2921.331-Failure to Comply with Order or Signal of P.O.	1
2925.14-Drug Paraphernalia	1
2907.09(A)(1)-PUBLIC INDECENCY	1

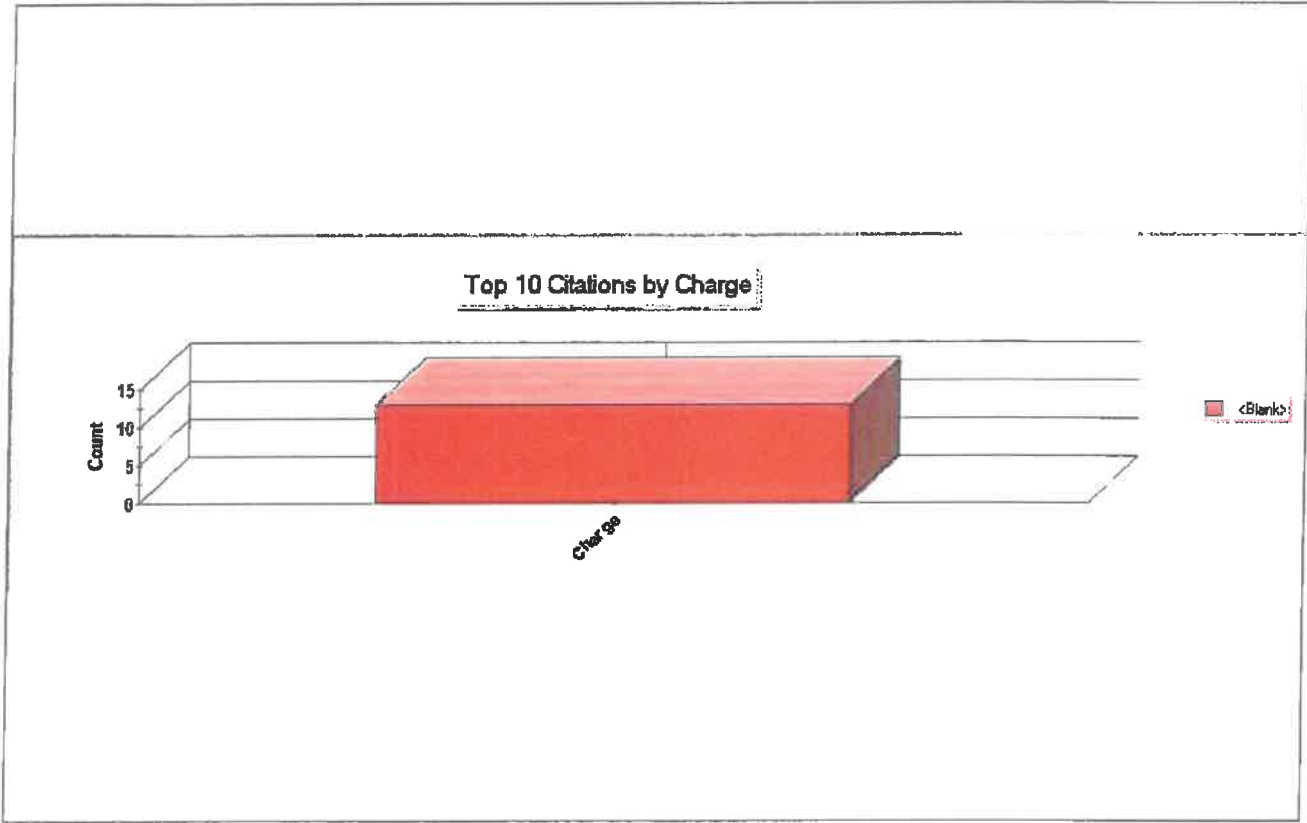
JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>IBR Code</h1>	
	RMS Statistics for Month: 03 Year: 2024	
	INCIDENTS	
	Print Date: 04-10-2024	Print Time: 08:12

Top 10 Incidents by Reporting Officer



Reporting Officer	Count
DYE, BILLY	11
GOZELANCZYK, ADAM	8
MASSIE, ERIC	6
NELSON, GARY	3
LACHEY, GREG	2
SCHOR, JOE	1

	JEFFERSON POLICE DEPARTMEN 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Charge</h1>	
		RMS Statistics for Month: 03 Year: 2024	
		CITATIONS	
		Print Date: 04-10-2024	Print Time: 08:13

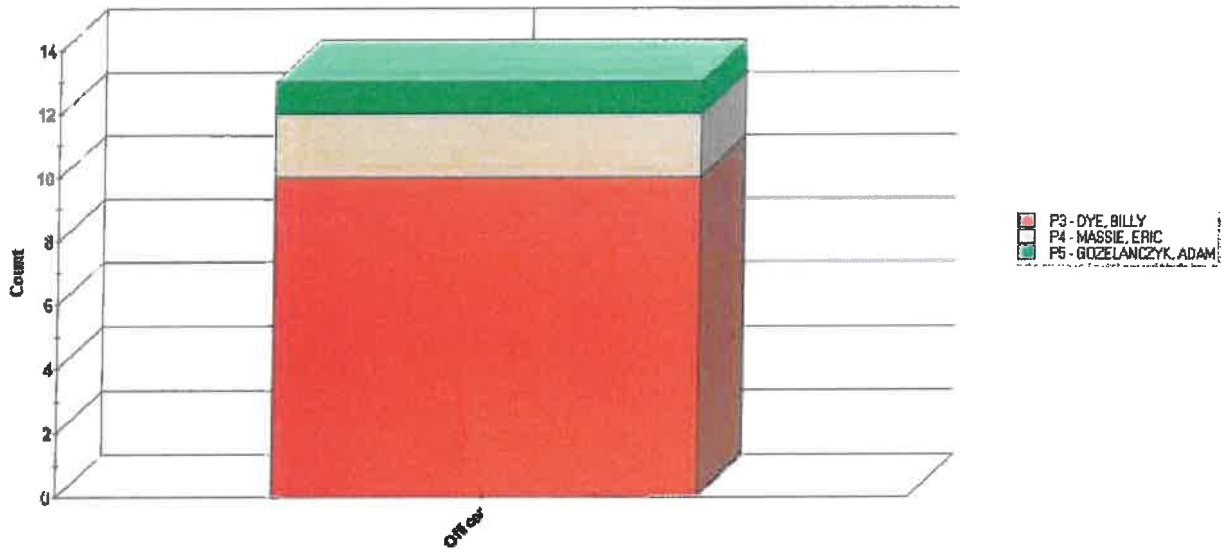


Charge Description	Count
<Blank>	13

JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Arresting Officer</h1>	
	RMS Statistics for Month: 03 Year: 2024	
	CITATIONS	

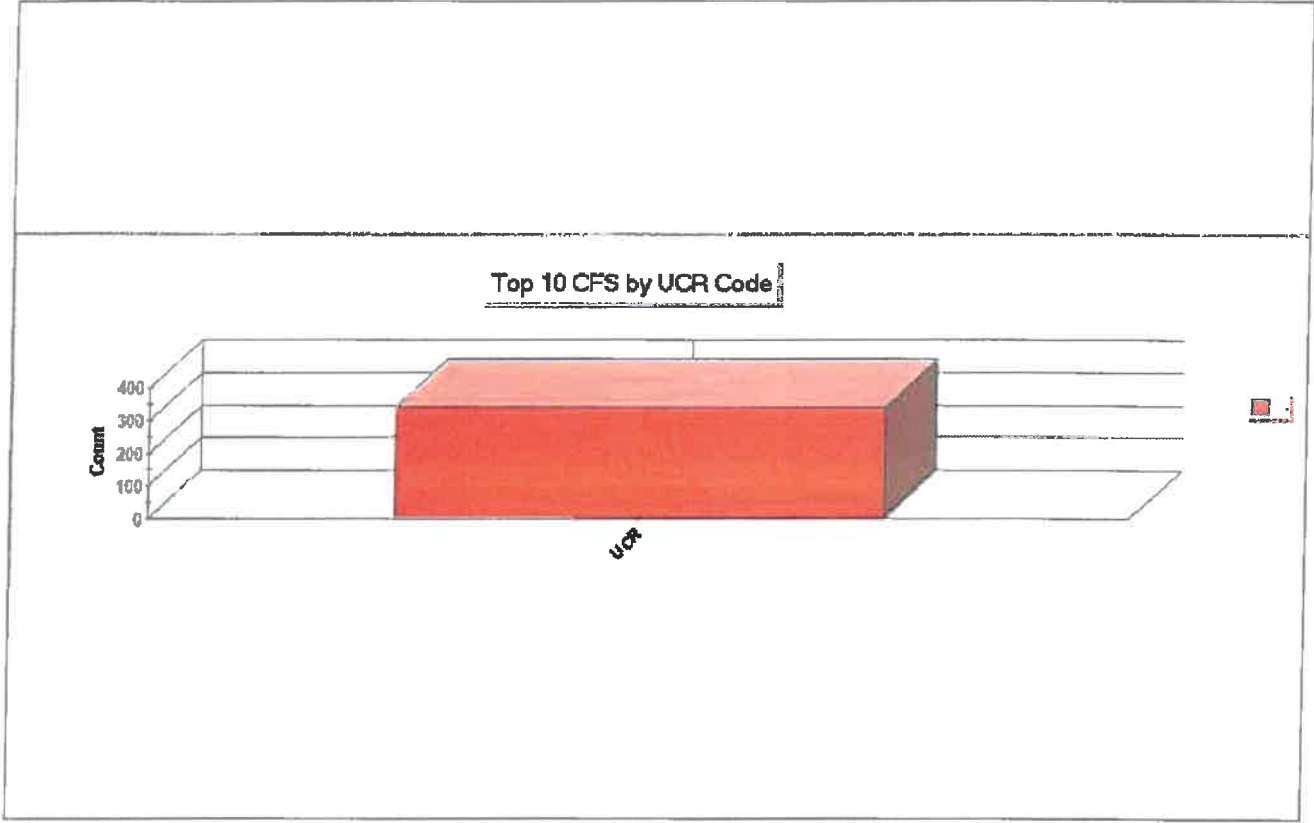
Print Date: 04-10-2024 Print Time: 08:13

Top 10 Citations by Arresting Officer



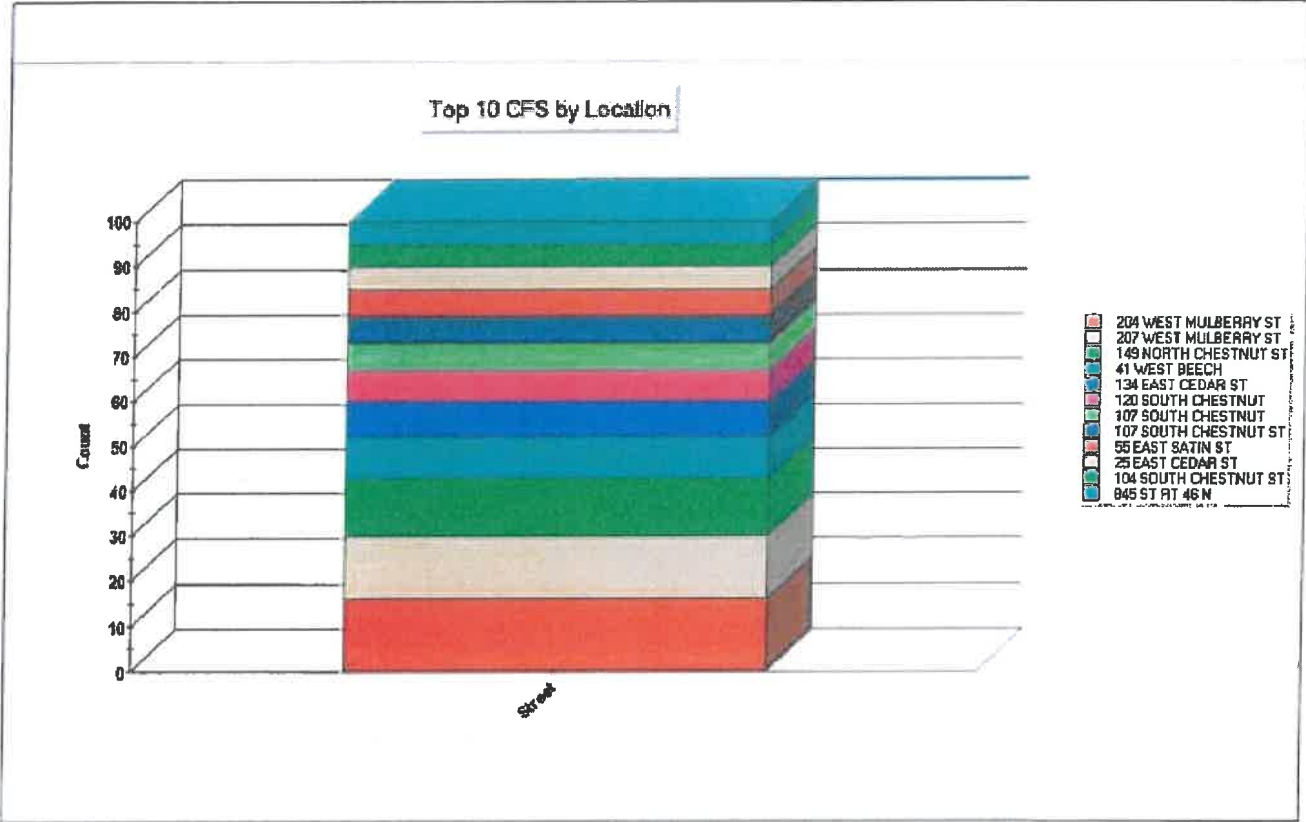
Arresting Officer	Count
P3 - DYE, BILLY	10
P4 - MASSIE, ERIC	2
P5 - GOZELANCZYK, ADAM	1

JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Activity</h1>	
	RMS Statistics for Month: 03 Year: 2024	
	CFS	
Print Date: 04-10-2024		Print Time: 08:13



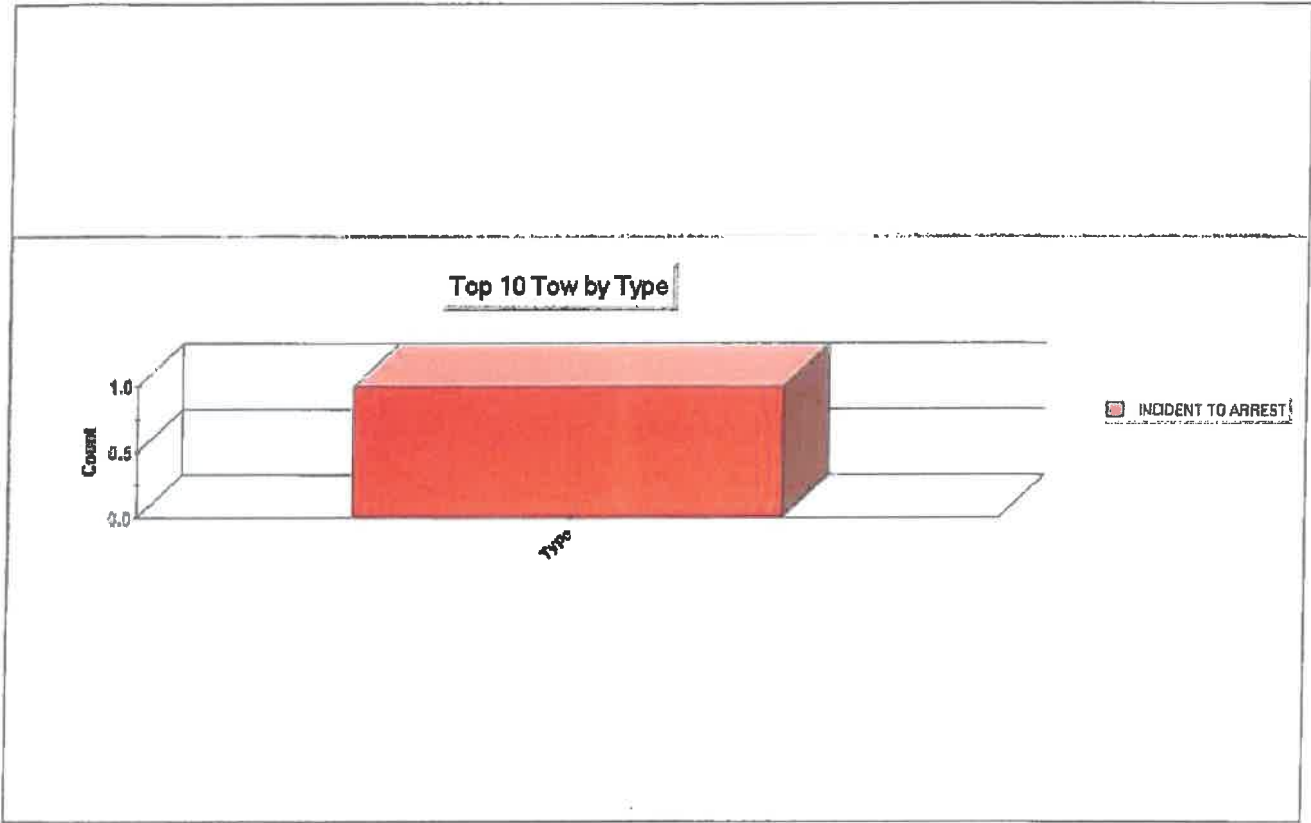
UCR Code	Count
.	343

JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	Location RMS Statistics for Month: 03 Year: 2024
	CFS
	Print Date: 04-10-2024 Print Time: 08:13



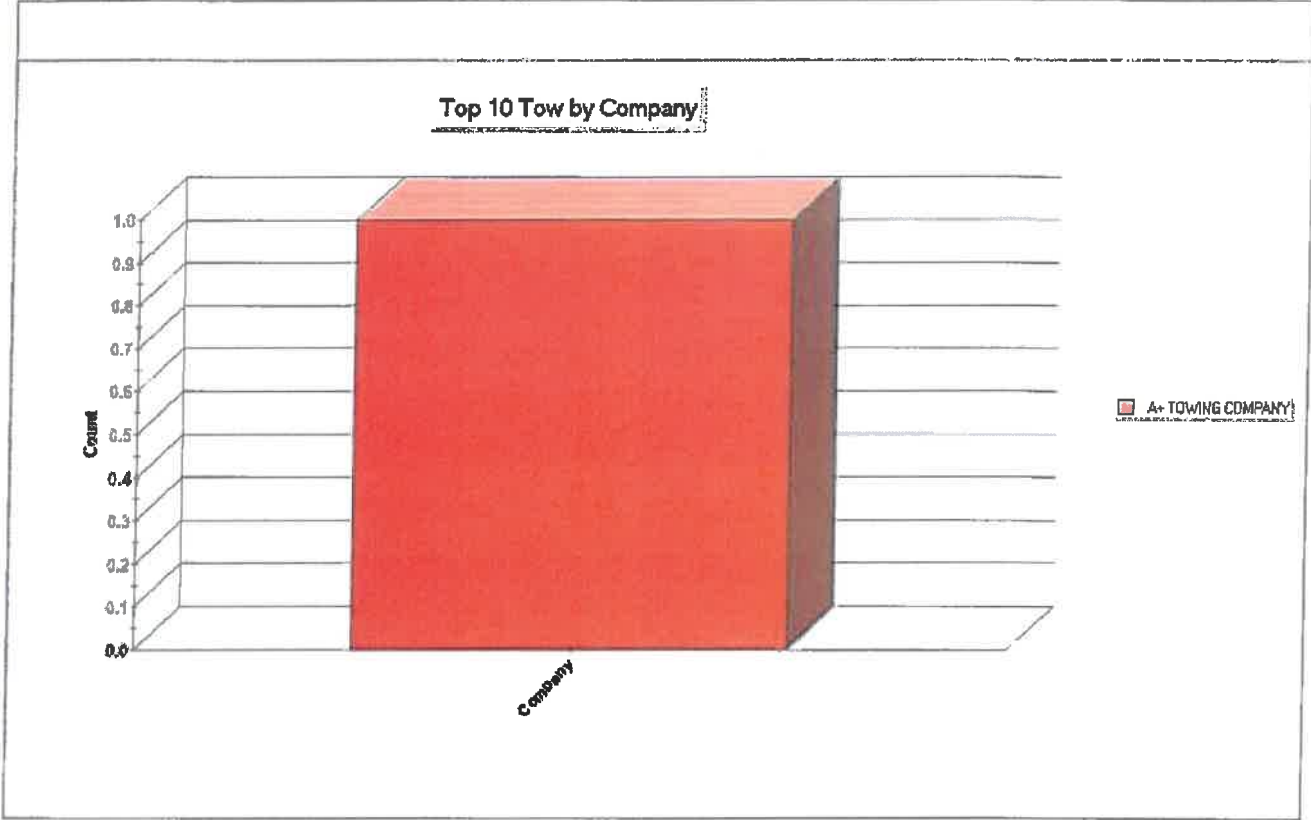
Location	Count
204 WEST MULBERRY ST	16
207 WEST MULBERRY ST	14
149 NORTH CHESTNUT ST	13
41 WEST BEECH	9
134 EAST CEDAR ST	8
120 SOUTH CHESTNUT	7
107 SOUTH CHESTNUT	6
107 SOUTH CHESTNUT ST	6
66 EAST SATIN ST	6
25 EAST CEDAR ST	5
104 SOUTH CHESTNUT ST	5
845 ST RT 46 N	5

	JEFFERSON POLICE DEPARTMEN 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Type</h1>
		RMS Statistics for Month: 03 Year: 2024
		TOW
		Print Date: 04-10-2024 Print Time: 08:14



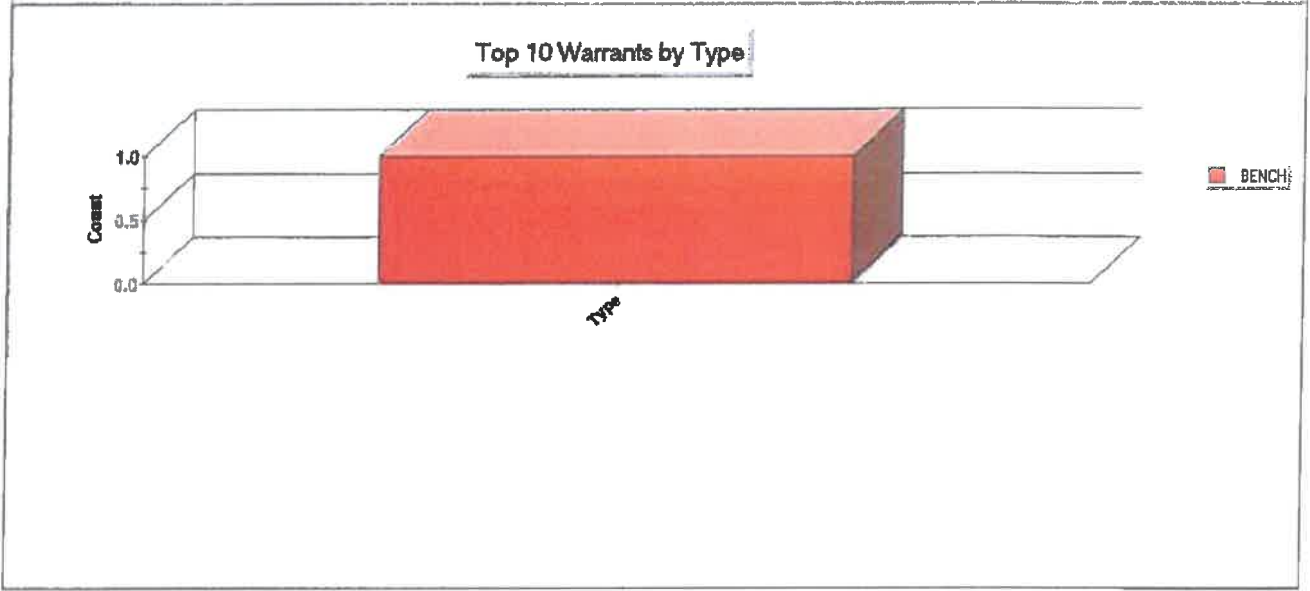
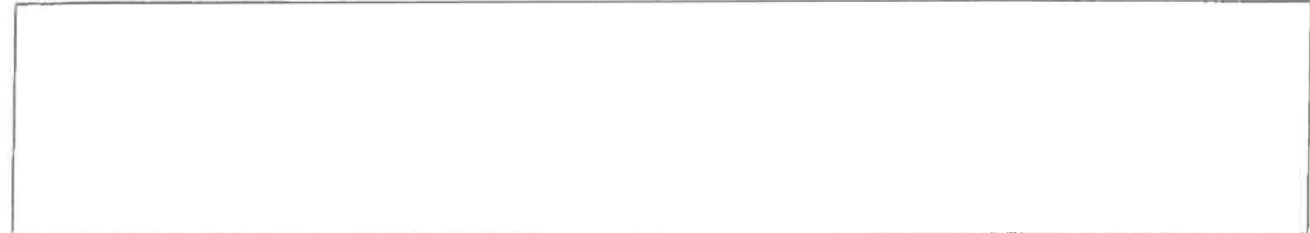
Tow Type	Count
INCIDENT TO ARREST	1

	JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Company</h1>
		RMS Statistics for Month: 03 Year: 2024
		TOW
		Print Date: 04-10-2024 Print Time: 08:14



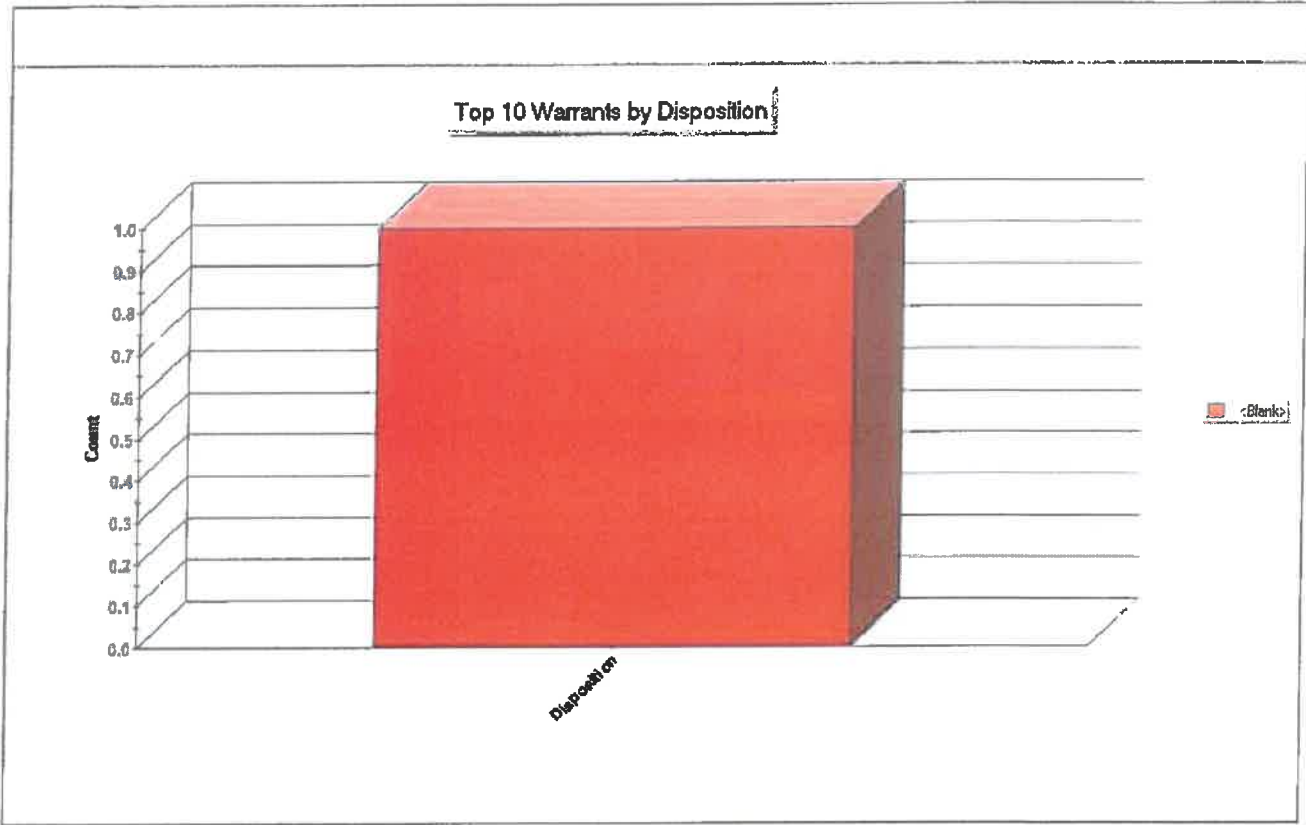
Tow Company	Count
A+ TOWING COMPANY	1

JEFFERSON POLICE DEPARTMEN 104 EAST JEFFERSON ST JEFFERSON, OH 44047	Type
	RMS Statistics for Month: 03 Year: 2024
	WARRANTS
Print Date: 04-10-2024 Print Time: 08:15	



Type	Count
BENCH	1

	JEFFERSON POLICE DEPARTMENT 104 EAST JEFFERSON ST JEFFERSON, OH 44047	<h1>Disposition</h1>
		RMS Statistics for Month: 03 Year: 2024
		WARRANTS
		Print Date: 04-10-2024 Print Time: 08:15



Disposition	Count
<Blank>	1

ORDINANCE NO. 2024-O- 3334 _____

AN ORDINANCE PROHIBITING ADULT USE CANNABIS OPERATORS IN THE VILLAGE OF JEFFERSON, OHIO

WHEREAS, the enactment of Chapter 3780 of the Ohio Revised Code authorized “adult use cannabis operators” which phrase includes Level I, II, and III adult use cultivators, adult use processors, and adult use dispensaries, all as defined in R.C. § 3780.01; and

WHEREAS, R.C. § 3780.25(A) expressly authorizes the legislative authority of a municipal corporation to adopt an ordinance prohibiting or limiting adult use cannabis operators within the territory of the municipal corporation; and

WHEREAS, the Village has pursuant to Article XVIII, § 3 of the Ohio Constitution plenary authority to exercise all powers of local self-government and to adopt and enforce within its territory such local police, sanitary and other similar regulations, as are not in conflict with the general laws of the State of Ohio; and

WHEREAS, Council now desires to exercise its statutory, as well as its powers under the Ohio Constitution, to prohibit adult use cannabis operators within the territory of the Village of Jefferson, Ohio.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED BY THE COUNCIL OF THE VILLAGE OF JEFFERSON, ASHTABULA COUNTY, STATE OF OHIO:

Section 1. That the preamble of this Ordinance is incorporated herein as a material part of the enactment.

Section 2. That “adult use cannabis operators,” which phrase is and shall include all Level I, II, and III adult use cultivators, adult use processors, and adult use dispensaries, as defined in § 3780.01 of the Ohio Revised Code and as said Code section may be reenacted, renumbered, and amended from time-to-time, are and shall be prohibited within the Village of Jefferson, Ashtabula County, Ohio.

Section 3. That this Ordinance shall not limit research related to marijuana conducted in accordance with law by a state university, academic medical center, or private research and development organization as part of a research protocol approved by an institutional review board or equivalent entity.

Section 4. That is found and determined that all formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting, and all deliberations of this Council, or any of its committees, which resulted in such formal actions, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

WHEREFORE, this Ordinance shall take effect and be in force from and immediately upon its passage.

Passed by Council on the _____ **day of** _____ **2024.**

_____ **Yeas** _____ **Nays**

AUTHENTICATION:

Patricia A. Fisher
Clerk/Treasurer of Council

James Chiacchiero
Mayor

Date

Date

APPROVED AS TO LEGAL FORM:

Jason L. Fairchild, Esq.
Village Solicitor

Felipe Pacheco-Santos Jr.
1422 State Route 46 S
Jefferson, Oh 44047

April 1, 2024

Village Of Jefferson Wastewater
225 North Elm St
Jefferson, Oh 44047

To whom this may concern:

I would like to inform you of my intention to resign from labor driver at Village of Jefferson, Wastewater Department, effective two weeks from today, with my last day being April 15, 2024.

I appreciate the opportunity and learning experience given to me during my time at the wastewater department.

Please let me know if I can assist in the transition period prior to my departure.

Thank you,



Felipe Pacheco-Santos Jr.

Worth 4-~~1~~1-24 - 4-5-24

Vacation 4-8-24 - 4-12-24

Pay out Remainder

To: Chris Mackensen, Village Administrator

CC: Mayor Chiacchiero

From: Dept. Supervisor,

Subject: Probationary Period

Date: 4/10/24

CHRIS MACKENSEN has completed their probationary period. I am satisfied with the work they have been doing. An evaluation has been completed.

Effective 4/2/24 he/she should be placed at full rate of pay for their classification.

Approved By: 
Administrator / Mayor

Date 4/10/24

254.17 PERFORMANCE STANDARDS AND EVALUATIONS.

(a) *Standards.* Every employee shall receive a copy of their job description and acknowledge in writing that they have reviewed and understand its content. Every employee must meet basic standards of performance in his or her work. At a minimum, he or she must fulfill the criteria established in the applicable job description. Council shall approve all job descriptions. The employee shall be judged on:

- (1) How well he or she is fulfilling the job criteria;
- (2) Quality and quantity of work;
- (3) Dependability;
- (4) Work habits;
- (5) Initiative;
- (6) Judgment; and
- (7) Other factors as may be determined by the appointing authority and/or the department head.

(b) *Probationary period.* During the probationary period, the employee shall be evaluated continuously and informally by his or her immediate supervisor. A formal evaluation shall be completed at the conclusion of the employee's probationary period and yearly just prior to the employee's anniversary date thereafter.

(c) *Confidentiality.* Employee evaluation sheets are confidential employee records. The appointing authority shall maintain these forms as a part of the employee's permanent file for a period of not less than five years. Access to the forms and other materials in the employee's personnel file shall be denied to all but the employee's department head, the appointing authority, the Mayor, the Village Administrator and the employee.

(d) *Use of performance evaluations.* The quality of performance rendered by the employee in the past shall receive due consideration in such personnel matters as promotions, transfers, demotions, terminations and salary adjustments.

Clerk Treasurer

From: Steve Sekanina
Sent: Tuesday, April 9, 2024 10:04 PM
To: Clerk Treasurer
Cc: Mayor; Administrator; Katy Dreier; katywhite1981@yahoo.com; Karen Roderick; Jason Fairchild; Steve Febel; Kevin Orvos; Pat Martuccio
Subject: Motion for April 15th Council Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Patty,

Please include the following motion as part of the next council packet.

Thank you.

Motion to implement video and audio recordings of Village Council meetings. Video and audio recordings of the previous regularly scheduled council meeting shall be made available for council to preview when council packets of the next regular scheduled meeting are distributed. The video and audio recording of the previous regularly scheduled council meeting shall then be approved by council at the next regularly scheduled council meeting. Once approved, the recording shall be placed on the village website or be made available upon request. The village shall retain video and audio recordings for a minimum of one year. This motion to be implemented as soon as possible once equipment and storage requirements can be put in place.

Steven Sekanina
Member, Jefferson Village Council