

**AGENDA**  
Village of Jefferson Council  
Order of Business

Date: Monday, March 3, 2025.

Regular Meeting 7:30 p.m.  
Next Ordinance No. 25-(R/O) 3372

**Meeting Called to Order by: Mayor Chiacchiero**

**Pledge of Allegiance:**

**Opening Prayer:**

**Moment of Silence:**

**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 February 18, 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion: \_\_\_\_\_

Roll: \_\_\_\_\_

Motion to accept the Board of Zoning Appeals Notes for February 25, 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion: \_\_\_\_\_

Roll: \_\_\_\_\_

**Visitors' Comments (five-minute limit per council rule #13)**

**DEPARTMENTS**

**Administrator**

Administrator Report

**Clerk/Treasurer Fisher**

Payroll Report/Special Pay Report

2024 Hinkle Report

2025 Official Amended Certificate of Estimated Resources

**Chief Mackensen**

No Report

**Chief Lachey**

No Report

**COMMITTEE REPORTS**

**Building and Lands**

**Dreier/Sekanina**

**Committee Report: No report**

**PUBLIC HEARING**

**Monday March 17, 2025**

**6:00 P.M.**

**Town Hall**

**Discussion: Changing Zoning from Industrial to Resident 3 District.**

**Ordinance No. 25-O-**

An Ordinance Amending the “District Map” of the Village of Jefferson, Ashtabula County, Ohio as incorporated into the code of Ordinances of the Village of Jefferson, Ohio at section 1242.02 in order to rezone one parcel of property currently designated as I-industrial to R-3-multifamily-residential and designate same on the “district map”

**Forestry**

**Martuccio/Febel**

**Committee Report: No Report**

**Finance**

**Sekanina/Dreier**

**Committee Report: No report**

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3362**

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll: \_\_\_\_\_

**Motion for the Third Reading of Ordinance No. 25-O- 3362**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3362**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3363**

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

**Motion for the Third Reading of Resolution No. 25-R- 3363**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3363**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3364**

A Resolution authorizing the Village Mayor to enter into a professional services and fee agreement with Attorney Jason L. Fairchild and Andrews & Pontius LLC effective April 1, 2025, through March 31, 2027, pursuant to Village of Jefferson Codified Ordinance sections 234.01 and 234.03

**Motion for the Third Reading of Resolution No. 25-R- 3364**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3364**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3365**

An ordinance amending chapter 248.05 of the code of Ordinances of the Village of Jefferson, Ohio pertaining to uniforms for the Village of Jefferson Police Department

**Motion for the Third Reading of Ordinance No. 25-O- 3365**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3365**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3366**

An Ordinance Amending chapter 254.061 of the code of Ordinances of the Village of Jefferson, Ohio pertaining to Medical, Hospital, Prescription, Life, Dental and Vision Insurance for Full Time and Part Time Class A Employees

**Motion for the Third Reading of Ordinance No. 25-O- 3366**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3366**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3369**

A Resolution Designating Depositories for Funds of the Village of Jefferson, Ohio

**Motion for the Second Reading of Resolution No. 25-R- 3369**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3369**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O-3370**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion for the Second Reading of Ordinance No. 25-O- 3370**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Suspend Council Rules on Ordinance No. 25-O- 3370**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3370**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Resolution No. 25-R-3371**

A Resolution enacting and adopting amended and updated code of Ordinances of the Village of Jefferson, Ohio, published by American Legal Publishing Corporation, and copyrighted 2024.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll: \_\_\_\_\_

**Motion for the First Reading of Resolution No. 25-R- 3371**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion: \_\_\_\_\_

Roll: \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Resolution No. 25-R-3372**

A Resolution opposing proposed legislation (Senate Bill 43) to eliminate a lodging tax within Ashtabula County

**Motion for the First Reading of Resolution No. 25-R- 3372**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion: \_\_\_\_\_

Roll: \_\_\_\_\_

**Recreation**

**Roderick/ Martuccio**

**Committee Report:**

Motion to accept the Administrator’s recommendation to hire Ricky Boomhower to the Recreation Department as the Part Time Custodian at the rate of pay per the Wage Ordinance pending his physical and background check effective March 3,2025

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll: \_\_\_\_\_

**Safety**  
**Febel /Orvos**

**Committee Report:**

Motion to accept the Administrator’s recommendation to hire Nathaniel Miller to the Jefferson Fire Department as the Fire Fighter at the rate of pay per the Wage Ordinance pending his physical and background check effective March 3,2025

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll: \_\_\_\_\_

**Utilities/Wastewater Treatment/**  
**Service**  
**Orvos/Roderick**

**Committee Report:** No report

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3367**

Consent Legislation RC 5521.01  
PID No. 120990 County/Route/Section  
**ATB US 20/SR 307 03.94/7.80**

**Motion for the Third Reading of Resolution No. 25-R- 3367**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-R- 3367**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3368**

An Ordinance repealing Chapter 1022.03 of the Code of Ordinances of the Village of Jefferson, Ohio pertaining to the surface application of brine

**Motion for the Third Reading of Ordinance No. 25-O- 3368**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Motion to Adopt Ordinance No. 25-O- 3368**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Discussion \_\_\_\_\_

**Mayor**

The next Village of Jefferson Council Meeting will be March 17, 2025.

**OLD BUSINESS/  
NEW BUSINESS**

None

**Visitors' Comments (five-minute limit per council rule #13)**

**CORRESPONDENCE**

None

**MEETINGS**

**FINANCE COMMITTEE MEETING**



Monday March 3, 2025

6:00 p.m.

Town Hall

**Discussion:** Discuss the Proposal to change the elected office of Village Clerk / Treasurer to an appointed position effective when the current term ends as described in Ohio Revised Code Section 733.262

**PUBLIC HEARING**

**Monday March 17, 2025**

**6:00 P.M.**

**Town Hall**

**Discussion: Changing Zoning from Industrial to Resident 3 District.**

**Ordinance No. 25-O-**

An Ordinance Amending the “District Map” of the Village of Jefferson, Ashtabula County, Ohio as incorporated into the code of Ordinances of the Village of Jefferson, Ohio at section 1242.02 in order to rezone one parcel of property currently designated as I-industrial to R-3-multifamily-residential and designate same on the “district map”

**Adjourn: Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll: \_\_\_\_\_**

**Time: \_\_\_\_\_**

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

Meeting called to order by Mayor Chiacchiero.

Pledge of Allegiance:

Moment of Silence:

Opening Prayer: **Curtis Cecil Church of Nazarene**

Motion Councilperson Orvos by to appoint Councilperson Dreier to take minutes  
in the absence of the Clerk/Treasurer.

2<sup>nd</sup>

Roll: All yea, motion carried

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

**Corrections or Additions to the Agenda:**

None

**Minutes: Approval/Addition/Correction**

Motion by Councilperson Febel to approve the Council Meeting Minutes of  
February 3, 2025.

2<sup>nd</sup>

Roll: All yea, motion carried

Motion by Councilperson Febel to approve the Community Re-Investment Area  
Tax Incentive Program (CRA) Committee Meeting Minutes of January 28, 2025

2<sup>nd</sup>

Roll: All yea, motion carried

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

Motion by Councilperson Sekanina to accept the Jefferson Emergency Rescue Meeting Minutes of February 12, 2025.

2<sup>nd</sup>

Roll: All yea, motion carried

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

None

**Also present:**

Gabriel McVey of the Gazette, Pat Bradek, Judy Maloney, Devin Chiacchiero, Brittney Bryson, Shane Bryson, Chip Ashcraft and Curtis Cecil Church of Nazarene

**DEPARTMENTS**

**Administrator Mackensen**

Village Administrator's report for the period ending February 13th, 2025.

Projects update:

Project		Status	Vendor	Grant/Loan		Total Cost
<b>ACTIVE PROJECTS</b>	<b>Project #</b>					
WWTP EQ Basin	OPWC – R37	Submitted to DOD/EPA Resubmitting to OPWC – R37	CT Consulting	Engineering grant \$90,000		\$1,250,000
WWTP Clarifier Improvement Phase 1	OPWC – R38	Starting Engineering 01/01/2024	CT Consulting	\$207,500 Grant \$50,000 Loan		\$515,000

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

WWTP Clarifier Improvement Phase 2	OPWC-R39	Submitted to DOD/EPA Resubmitting to OPWC – R39	CT Consulting		\$515,000

**In the Village**

BZA Meeting to be held on 02/25/2025

**Street Dept.**

**Snow Reminder:**

Please note that the **Snow Ban Parking Rules** are in effect during any snowfall of 3 inches or more. Parking is prohibited on village streets from **midnight to 6:00 AM**, and these rules remain in place until **April**.

**Wall Street** is **NO PARKING** at any time when snow exceeds **2 inches** to allow snowplows to pass.

**Recreation Department:**

We will be conducting interviews this week for a custodian.

**Wastewater Treatment Plant:**

The Village has hired Joshua Artman pending his background.

**Police:**

**Fire:**

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

Administrator Mackensen told Council Plows are out working hard. Because of the extreme temps the salt is not working fully but they are keeping at it.

Reminder, there is no street parking with 3 in. snow or more plows need to be able to get through.

The meal site has a leak in the kitchen area, The money for repair was calculated in the budget and repairs will be addressed April 2025.

WWTP-Josh Artman passed his physical and background

Police-the department has received several applications for the position that they are reviewing.

**Clerk /Treasurer Fisher**

Payroll Report/Special Pay Report

**Chief Mackensen**

No Report

**Chief Lachey**

No Report

**COMMITTEE REPORTS**

**Building and Lands**

**Committee Report: None**

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Public Hearing for March 17, 2025.**

**Ordinance No. 25-O-**

An Ordinance Amending the “District Map” of the Village of Jefferson, Ashtabula County, Ohio as incorporated into the code of Ordinances of the Village of Jefferson, Ohio at section 1242.02 in order to rezone one parcel of property currently designated as I-industrial to R-3-multifamily-residential and designate same on the “district map”

**Forestry**

**Committee Report:** None

**Finance**

**Committee Report:** No report

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3360**

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

**Motion by Councilperson Sekanina for the Third Reading of Ordinance  
No. 25-O- 3360**

2<sup>nd</sup>

Roll: All yea, motion carried

**Motion by Councilperson Sekanina to Adopt Ordinance No. 25-O- 3360**

2<sup>nd</sup>

Roll: All yea, motion carried

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O-3370**

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

**Motion by Councilperson Sekanina for the First Reading of Ordinance  
No. 25-O- 3370**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3362**

An Ordinance for the Appropriations for current expenses and other expenditures of the Village of Jefferson, Ohio during fiscal year ending December 31, 2024.

**Motion by Councilperson Sekanina for the Second Reading of Ordinance  
No. 25-O- 3362**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3363**

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

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Motion by Councilperson Sekanina for the Second Reading of Resolution  
No. 25-R- 3363**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3364**

A Resolution authorizing the Village Mayor to enter into a professional service and fee agreement with Attorney Jason L. Fairchild and Andrews & Pontius LLC effective April 1, 2025, through March 31, 2027, pursuant to Village of Jefferson Codified Ordinance sections 234.01 and 234.03

**Motion by Councilperson Sekanina for the Second Reading of Resolution  
No. 25-R- 3364**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance No. 25-O- 3365**

An ordinance amending chapter 248.05 of the code of Ordinances of the Village of Jefferson, Ohio pertaining to uniforms for the Village of Jefferson Police Department

**Motion by Councilperson Sekanina for the Second Reading of Ordinance  
No. 25-O- 3365**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**



**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Ordinance No. 25-O- 3366**

An Ordinance Amending chapter 254.061 of the code of Ordinances of the Village of Jefferson, Ohio pertaining to Medical, Hospital, Prescription, Life, Dental and Vision Insurance for Full Time and Part Time Class a Employees

**Motion by Councilperson Sekanina for the Second Reading of Ordinance  
No. 25-O- 3366**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3369**

A Resolution Designating Depositories for Funds of the Village of Jefferson, Ohio

**Motion by Councilperson Sekanina for the Second Reading of Resolution  
No. 25-R- 3369**

2<sup>nd</sup>

Roll: All yea, motion carried

**Recreation**

**Committee Report: No Report**

**Safety**

**Committee Report: No Report**

**Utilities/Wastewater Treatment/ Service**

**Committee Report: No Report**

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Ordinance/Resolution to Read:**

**Resolution No. 25-R- 3367**

Consent Legislation RC 5521.01

PID No. 120990 County/Route/Section

**ATB US 20/SR 307 03.94/7.80**

**Motion by Councilperson Orvos for the Second Reading of Ordinance No.  
25-O- 3367**

2<sup>nd</sup>

Roll: All yea, motion carried

**Ordinance/Resolution to Read:**

**Ordinance No. 25-O- 3368**

An Ordinance repealing Chapter 1022.03 of the Code of Ordinances of the Village of Jefferson, Ohio pertaining To the surface application of brine

**Motion by Councilperson Orvos for the Second Reading of Ordinance No.  
25-O- 3368**

2<sup>nd</sup>

Roll: All yea, motion carried

Motion by Councilperson Orvos to accept the Administrator's recommendation to hire Joshua Artman to the Wastewater Treatment Department as the Laborer/Driver at the rate of pay per the Wage Ordinance pending his physical and background check effective February 18,2025.

2<sup>nd</sup>

Roll: All yea, motion carried

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**Mayor**

Mayor Chiacchiero told the Council the next Council Meeting will be March 3, 2025

**OLD BUSINESS/NEW BUSINESS**

None

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

**None**

**CORRESPONDENCE**

None

**MEETINGS**

**PUBLIC HEARING  
Monday March 17, 2025**

**6:00 P.M.**

**Town Hall**

**Discussion: Changing Zoning from Industrial to Resident 3 District.**

**Unofficial Minutes of the Village of Jefferson. Minutes will be presented to  
Council at the February 18, 2025, Council Meeting**

**VILLAGE OF JEFFERSON  
COUNCIL MEETING**

February 3, 2025

**FINANCE COMMITTEE MEETING**

Monday March 3, 2025

6:00 p.m.

Town Hall

**Discussion:** Discuss the Proposal to change the elected office of Village Clerk / Treasurer to an appointed position effective when the current term ends as described in Ohio Revised Code Section 733.262

**ADJOURN**

Motion by Councilperson Febel to adjourn the Council Meeting.

2<sup>nd</sup>

Roll: All yea, motion carried.

Meeting adjourned at 7:43 p.m.

Submitted by,

Katy Dreier, Acting Clerk of Council

February 25, 2025

Village of Jefferson, Ohio

27 East Jefferson Street

Jefferson, OH 44047

Attn: Chris Mackensen, Village Administrator

**RE: Application for rear setback variance for Seven Star Properties, 17 S. Chestnut St., Jefferson, OH 44047**

Mr. Chris Mackensen, Jefferson Village Administrator,

On behalf of the BZA, Timothy Leehan as Chairman of the Board have been appointed to share the results of our BZA meeting held this evening (called to order February 25, 2025 at 6:01 pm and adjourned at 6:32pm) pursuant to your request. See a copy of the meeting notes attached hereto.

**Please note the factors considered in the BZA's decision this evening:**

In order to determine if a practical difficulty existed, the BZA considered and reviewed the following:

1. Made a review of all relevant evidence as presented in the Meeting Packet as presented by Stephen Butler, President of Community Civil Engineers, LLC as representative on behalf of Seven Star Properties (**see packet attached**),
2. Reviewed relevant information that was available from online public records,
3. Individual members independently viewed and/or drove by the premises,
4. Evaluated the information as presented in the meeting by Chris Mackensen, Village Administrator, Stephen Butler, President of Community Civil Engineers, LLC, as representative on behalf of Seven Star Properties, and James A. Janson, on behalf of the Jefferson Village Architectural Design Review Board. (Note: all parties were sworn in and under oath).
5. And finally the BZA Board worked through the "Duncan factors" in deliberations as said factors were previously provided by the former Village Solicitor.

The BZA found that the Applicant established a "practical difficulty" to comply with the zoning setback requirement. The BZA did not make the decision to grant the variance based upon any single factor, but considered the factors and weighed them in total. See meeting notes and meeting

minutes regarding the factors attached hereto. The BZA therefore granted the variance request with stipulations, and passed the following motion at the meeting:

**To grant the variance request for rear setback allowing for a fifteen foot setback from the rear line of the premises with the stipulation that the new construction match the site plan as presented.**

**The motion was made by Mr. Burnett and seconded by Ms. Bradek. A roll call vote was held:**

**Burnett "YES" Bradek "YES" Leehan "YES" Damon "YES" Mullen "ABSENT"**

**Motion carried**

If you have any questions or need anything additional, please do not hesitate to call.

Sincerely,

Timothy Leehan, BZA Chairman

Phone (440) 812-0737

## Clerk Treasurer

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**From:** Administrator  
**Sent:** Wednesday, February 26, 2025 3:04 PM  
**To:** Clerk Treasurer  
**Subject:** Fw: BZA meeting notes and decision letter 2/25/25  
**Attachments:** Feb 26, Doc 1.pdf

*Chris Mackensen*  
Administrator  
Village of Jefferson  
[440-576-3941](tel:440-576-3941)

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**From:** Tim Leehan <[TLeehan@venturelandtitle.com](mailto:TLeehan@venturelandtitle.com)>  
**Sent:** Wednesday, February 26, 2025 12:11:22 PM  
**To:** Administrator <[administrator@jeffersonohio.us](mailto:administrator@jeffersonohio.us)>  
**Cc:** Mayor <[mayor@jeffersonohio.us](mailto:mayor@jeffersonohio.us)>  
**Subject:** BZA meeting notes and decision letter 2/25/25

February 25, 2025

Village of Jefferson, Ohio  
27 East Jefferson Street  
Jefferson, OH 44047  
Attn: Chris Mackensen, Village Administrator

**RE: Application for rear setback variance for Seven Star Properties, 17 S. Chestnut St., Jefferson, OH 44047**

Mr. Chris Mackensen, Jefferson Village Administrator,

On behalf of the BZA, Timothy Leehan as Chairman of the Board have been appointed to share the results of our BZA meeting held this evening (called to order February 25, 2025 at 6:01 pm and adjourned at 6:32pm) pursuant to your request. See a copy of the meeting notes attached hereto.

**Please note the factors considered in the BZA's decision this evening:**

In order to determine if a practical difficulty existed, the BZA considered and reviewed the following:

1. Made a review of all relevant evidence as presented in the Meeting Packet as presented by Stephen Butler, President of Community Civil Engineers, LLC as representative on behalf of Seven Star Properties (**see packet attached**),
2. Reviewed relevant information that was available from online public records,
3. Individual members independently viewed and/or drove by the premises,
4. Evaluated the information as presented in the meeting by Chris Mackensen, Village Administrator, Stephen Butler, President of Community Civil Engineers, LLC, as representative on behalf of Seven Star Properties, and James A. Janson, on behalf of the Jefferson Village Architectural Design Review Board. (Note: all parties were sworn in and under oath).
5. And finally the BZA Board worked through the “Duncan factors” in deliberations as said factors were previously provided by the former Village Solicitor.

The BZA found that the Applicant established a “practical difficulty” to comply with the zoning setback requirement. The BZA did not make the decision to grant the variance based upon any single factor, but considered the factors and weighed them in total. See meeting notes and meeting minutes regarding the factors attached hereto. The BZA therefore granted the variance request with stipulations, and passed the following motion at the meeting:

**To grant the variance request for rear setback allowing for a fifteen foot setback from the rear line of the premises with the stipulation that the new construction match the site plan as presented.**

**The motion was made by Mr. Burnett and seconded by Ms. Bradek. A roll call vote was held:**

**Burnett “YES” Bradek “YES” Leehan “YES” Damon “YES” Mullen “ABSENT”**

**Motion carried**

If you have any questions or need anything additional, please do not hesitate to call.

Sincerely,

Timothy Leehan, BZA Chairman  
Phone (440) 812-0737

--  
Timothy D. Leehan, Manager  
Venture Land Title Agency, LLC  
34 S. Chestnut St., Suite 500  
Jefferson, OH 44047  
[tleehan@venturelandtitle.com](mailto:tleehan@venturelandtitle.com)  
Phone: (440) 576-0002  
Cell Phone: (440) 812-0737



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**From:** Tim Leehan <TLeehan@venturelandtitle.com>  
**Sent:** Wednesday, February 26, 2025 12:09 PM  
**To:** Tim Leehan <TLeehan@venturelandtitle.com>  
**Subject:** BZA meeting notes and decision letter 2/25/25

Timothy D. Leehan, Manager  
Venture Land Title Agency, LLC  
34 S. Chestnut Street, Suite 500  
Jefferson, Ohio 44047  
Phone (440) 576-0002  
Cell Phone (440) 812-0737

Called to order @ 6:01 PM  
 ROLL CALL  
 ATTENDANCE: BURNETT PRES BRADER PRES LEEHAN PRES DAMON YES  
 CARIS M - AGENDA/DESL. MULLEN NO

BOARD OF ZONING APPEALS  
 DECISION ON VARIANCE

TESTIMONY (sworn in)  
 1) STEPHEN BUTLER PRES  
 2) JAMES HISTORIC COMMISSION

1. Will the property in question yield a reasonable return or will there be any beneficial use of the property without the variance?  
 Answer: YES

Is the variance substantial?  
 Answer: NO

ALREADY NON-COMPLIANT

3. Will the essential character of the neighborhood be substantially altered or will adjoining properties suffer substantial detriment as a result of the variance?  
 Answer: NO MORE ATTRACTIVE

4. Will the variance adversely affect the delivery of governmental services (such as water, sewer, and garbage)?  
 Answer: NO

5. Did the property owner purchase the property with knowledge of the zoning restrictions?  
 Answer: YES - WILL BE IF WE GRANT THE VARIANCE

6. Can the property owner's predicament feasibly be avoided through some method other than a variance?  
 Answer: NO

7. Will the spirit and intent behind the zoning requirements be observed, and substantial justice be done, by granting the variance?  
 Answer: YES

8. Other factors considered.

MEETING ADJOURNED 6:32 PM

# Memo

To: Mayor Chiacchiero                      Members of Council  
CF: Fire Chief Lachey  
From: Chris Mackensen,                      Village Administrator  
Subject: Administrator's Report  
Date: March 3, 2025

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Village Administrator's report for the period ending February 27th, 2025.

Projects update:

Project		Status	Vendor	Grant/Loan	Total Cost
<b>ACTIVE PROJECTS</b>	<b>Project #</b>				
WWTP EQ Basin	OPWC – R37	Submitted to DOD/EPA Resubmitting to OPWC – R37	CT Consulting	Engineering grant \$90,000	\$1,250,000
WWTP Clarifier Improvement Phase 1	OPWC – R38	Starting Engineering 01/01/2024	CT Consulting	\$207,500 Grant \$50,000 Loan	\$515,000
WWTP Clarifier Improvement Phase 2	OPWC-R39	Submitted to DOD/EPA Resubmitting to OPWC – R39	CT Consulting		\$515,000

## In the Village

BZA Meeting was held on 02/25/2025 and the board did grant the zoning variance for the rear setback to allow for the new gas station.

## Street Dept.

No Report

## Recreation Department:

Recreation hired

## Wastewater Treatment Plant:

Joshua Artman started today.

## Police:

Still accepting applications

## Fire:

No Report

## Village Of Jefferson Period Check Summary

Period Number: 4  
 Description: 2025/02/21 BIWEEKLY 02/21/2025  
 Period Dates: 02/03/2025 to 02/16/2025  
 Check Date: 02/21/2025

Check	Job Number	Employee Name	Gross	Net
<b>Direct Deposit</b>				
Direct Deposit	ADMF030	GUERINI, RONI S.	\$2,120.00	\$1,605.10
Direct Deposit	CLEF010	FISHER, PATRICIA A.	\$2,339.81	\$1,141.03
Direct Deposit	ACTF080	BERKOWITZ, AMANDA L.	\$1,835.43	\$1,464.31
Direct Deposit	POLF970	ABBOTT, MARIA ELENA	\$1,627.56	\$1,194.23
Direct Deposit	POLF920	DYE, WILLIAM DAVID	\$2,413.74	\$1,904.29
Direct Deposit	POLF940	GOZELANCZYK, ADAM M.	\$4,200.21	\$3,059.89
Direct Deposit	POLF360	LACHEY, GREGORY F.	\$2,351.21	\$1,804.45
Direct Deposit	00100	MACKENSEN, CHRISTOPHER	\$6,196.94	\$4,670.33
Direct Deposit	POLF060	NELSON, GARY W.	\$4,615.50	\$3,411.91
Direct Deposit	00103	SCHOR, JOSEPH GENE	\$2,245.46	\$1,825.42
Direct Deposit	RECF610	MESSENGER-DEAN, JAMIE L.	\$1,656.00	\$1,267.51
Direct Deposit	RECP460	ATKINS, MICHELLE E.	\$900.00	\$831.75
Direct Deposit	RECP590	DICKSON, LISA REAANNE	\$834.27	\$761.54
Direct Deposit	RECP600	SARDELLA, KAREN ELIZABE	\$377.52	\$343.57
Direct Deposit	RECP580	WIDGER, KIMBERLY ANN	\$358.64	\$320.43
Direct Deposit	STRF320	BONCIMINO, ELLIOTT T.	\$2,755.36	\$2,102.41
Direct Deposit	STRF290	BURR, BLAZE P.	\$2,375.12	\$1,939.83
Direct Deposit	STRF3501	DEAN, RICHARD LEE	\$2,306.00	\$1,835.13
Direct Deposit	STRF110	HITCHCOCK, WILLIAM D.	\$3,347.48	\$2,664.82
Direct Deposit	STRF240	NORRIS, JON W.	\$2,231.50	\$1,764.81
Direct Deposit	STRF310	WATERS, ZACHARY MICHAEL	\$2,420.10	\$1,811.58
Direct Deposit	WASF010	LICATE, GARY H.	\$2,987.20	\$2,476.86
Direct Deposit	WASP096	MAYLISH, TYLER J.	\$2,372.50	\$1,783.13
<b>Direct Deposit Total:</b>			<b>\$54,867.55</b>	<b>\$41,984.33</b>
<b>Grand Total:</b>			<b>\$54,867.55</b>	<b>\$41,984.33</b>

## Village Of Jefferson Period Check Summary

Period Number: 2  
 Description: 2025/2/21 MONTHLY PAYROLL 2/21/2025  
 Period Dates: 02/01/2025 to 02/28/2025  
 Check Date: 02/21/2025

Check	Job Number	Employee Name	Gross	Net
<b>Direct Deposit</b>				
Direct Deposit	MAMY150	CHIACCHIERO, JAMES K.	\$500.00	\$482.33
Direct Deposit	COUM160	DREIER, KATY	\$300.00	\$13.04
Direct Deposit	COUM115	FEBEL, STEVEN D.	\$300.00	\$284.00
Direct Deposit	COUM220	MARTUCCIO, PASQUALE	\$300.00	\$1.45
Direct Deposit	COUM190	ORVOS, KEVIN D.	\$300.00	\$289.65
Direct Deposit	COUM210	RODERICK, KAREN M.	\$300.00	\$289.92
Direct Deposit	COUM200	SEKANINA, STEVEN M.	\$300.00	\$289.65
Direct Deposit	FIRH370	EDISON, JOSEPH W.	\$319.64	\$279.61
Direct Deposit	FIRH430	FARINA, DAVID P.	\$319.64	\$214.61
Direct Deposit	FIRH330	RICE, JACOB M.	\$319.64	\$278.80
Direct Deposit	FIRS080	LACHEY, THOMAS	\$1,028.94	\$747.18
Direct Deposit	FIRS050	LOCY SR, DAVID B.	\$610.93	\$489.42
<b>Direct Deposit Total:</b>			<b>\$4,898.79</b>	<b>\$3,659.66</b>
<b>Grand Total:</b>			<b>\$4,898.79</b>	<b>\$3,659.66</b>

## Village Of Jefferson Special Pay Analysis

Payroll Period: 2025/02/21 BIWEEKLY 02/21/2025

Emp Number	Name	Pay Code	Hours	Amount
POLP910	ABBOTT, MARIA ELENA	O- OVERTIME	1	\$29.96
INCF080	BERKOWITZ, AMANDA L.	O- OVERTIME	4	\$113.03
STRF320	BONCIMINO, ELLIOTT T.	O- OVERTIME		\$2.11
STRF320	BONCIMINO, ELLIOTT T.	O- OVERTIME		\$3.51
STRF320	BONCIMINO, ELLIOTT T.	O- OVERTIME		\$1.40
STRF320	BONCIMINO, ELLIOTT T.	CALLOUT OVERTIME	10	\$338.57
STRF320	BONCIMINO, ELLIOTT T.	CALLOUT OVERTIME	4	\$135.43
STRF320	BONCIMINO, ELLIOTT T.	CALLOUT OVERTIME	6	\$203.14
STRF290	BURR, BLAZE P.	O- OVERTIME		\$1.40
STRF290	BURR, BLAZE P.	O- OVERTIME		\$2.11
STRF290	BURR, BLAZE P.	O- OVERTIME		\$3.51
STRF290	BURR, BLAZE P.	CALLOUT OVERTIME	5	\$185.95
STRF290	BURR, BLAZE P.	CALLOUT OVERTIME	2	\$74.38
STRF290	BURR, BLAZE P.	CALLOUT OVERTIME	3	\$111.57
STRF350	DEAN, RICHARD LEE	CALLOUT OVERTIME	4	\$118.80
STRF350	DEAN, RICHARD LEE	CALLOUT OVERTIME	2	\$79.20
STRF350	DEAN, RICHARD LEE	CALLOUT OVERTIME	6	\$198.00
POLF920	DYE, WILLIAM DAVID	O- OVERTIME	12	\$428.14
POLF940	GOZELANCZYK, ADAM M.	O- OVERTIME	4	\$152.64
POLF940	GOZELANCZYK, ADAM M.	VP- VACATION PAYOUT	83	\$2,061.97
STRF110	HITCHCOCK, WILLIAM D.	O- OVERTIME	2	\$97.92
STRF110	HITCHCOCK, WILLIAM D.	CALLOUT OVERTIME	6	\$233.76
STRF110	HITCHCOCK, WILLIAM D.	O- OVERTIME	1	\$58.76
STRF110	HITCHCOCK, WILLIAM D.	O- OVERTIME	1	\$39.17
STRF110	HITCHCOCK, WILLIAM D.	CALLOUT OVERTIME	4	\$155.85
STRF110	HITCHCOCK, WILLIAM D.	CALLOUT OVERTIME	9	\$389.62
POLF360	LACHEY, GREGORY F.	O- OVERTIME	7	\$262.41
WASF010	LICATE, GARY H.	O- OVERTIME	9	\$427.20
WASF096	MAYLISH, TYLER J.	O- OVERTIME	8	\$292.50
POLF060	NELSON, GARY W.	O- OVERTIME	5	\$189.90
POLF060	NELSON, GARY W.	L- LONGEVITY		\$2,400.00
STRF240	NORRIS, JON W.	O- OVERTIME		\$5.94
STRF240	NORRIS, JON W.	O- OVERTIME		\$9.90
STRF240	NORRIS, JON W.	O- OVERTIME		\$3.96
STRF240	NORRIS, JON W.	CALLOUT OVERTIME	3	\$98.01
STRF240	NORRIS, JON W.	CALLOUT OVERTIME	2	\$65.34
STRF240	NORRIS, JON W.	CALLOUT OVERTIME	5	\$163.35
POLF890	SCHOR, JOSEPH GENE	O- OVERTIME	4	\$156.66
STRF310	WATERS, ZACHARY MICHAEL	CALLOUT OVERTIME	3	\$95.70
STRF310	WATERS, ZACHARY MICHAEL	O- OVERTIME		\$1.98
STRF310	WATERS, ZACHARY MICHAEL	CALLOUT OVERTIME	4	\$143.55
STRF310	WATERS, ZACHARY MICHAEL	O- OVERTIME		\$1.32
STRF310	WATERS, ZACHARY MICHAEL	O- OVERTIME		\$3.30
STRF310	WATERS, ZACHARY MICHAEL	CALLOUT OVERTIME	7	\$239.25
<b>Grand Total:</b>			226	\$9,780.17

**Village of Jefferson**  
**Ashtabula County**  
*Combined Statement of Additions, Deductions  
and Changes in Fund Balances (Regulatory Cash Basis)  
All Governmental Fund Types  
For the Year Ended December 31, 2024  
(Unaudited)*

	Governmental Fund Types				Totals (Memorandum Only)
	General	Special Revenue	Debt Service	Capital Projects	
<b>Cash Receipts</b>					
Property and Other Local Taxes	\$ 212,403	\$ 407,675	\$ -	\$ -	\$ 620,078
Municipal Income Tax	838,336	838,336	-	838,588	2,515,260
Intergovernmental	88,153	386,250	320,000	10,664	805,067
Special Assessments	-	20,776	-	-	20,776
Charges for Services	110	206,617	30,037	20,124	256,888
Licenses, Permits and Fees	42,154	-	-	-	42,154
Fines, Forfeitures and Settlements	103	12,877	-	-	12,980
Earnings on Investments	146,773	16,309	-	-	163,082
Miscellaneous	32,908	103,169	3,011	851	139,939
<i>Total Cash Receipts</i>	<u>1,360,940</u>	<u>1,992,009</u>	<u>353,048</u>	<u>870,227</u>	<u>4,576,224</u>
<b>Cash Disbursements</b>					
<b>Current:</b>					
Security of Persons and Property	74,516	932,402	-	-	1,006,918
Leisure Time Activities	-	249,658	-	-	249,658
Transportation	119,341	249,810	-	-	369,151
General Government	647,374	394,925	-	19,351	1,061,650
Capital Outlay	50,113	459,861	1,510	705,432	1,216,916
<b>Debt Service:</b>					
Principal Retirement	-	39,048	12,450	150,439	201,937
Interest and Fiscal Charges	-	-	9,110	3,107	12,217
<i>Total Cash Disbursements</i>	<u>891,344</u>	<u>2,325,704</u>	<u>23,070</u>	<u>878,329</u>	<u>4,118,447</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	469,596	(333,695)	329,978	(8,102)	457,777
<b>Other Financing Receipts (Disbursements)</b>					
Loans Issued	-	-	-	50,000	50,000
Transfers In	-	64,000	-	10,500	74,500
Transfers Out	(43,000)	(21,000)	-	(10,500)	(74,500)
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(43,000)</u>	<u>43,000</u>	<u>-</u>	<u>50,000</u>	<u>50,000</u>
<i>Net Change in Fund Cash Balances</i>	426,596	(290,695)	329,978	41,898	507,777
<i>Fund Cash Balances, January 1</i>	<u>904,320</u>	<u>1,355,736</u>	<u>23,269</u>	<u>310,541</u>	<u>2,593,866</u>
<i>Fund Cash Balances, December 31</i>	<u>\$ 1,330,916</u>	<u>\$ 1,065,041</u>	<u>\$ 353,247</u>	<u>\$ 352,439</u>	<u>\$ 3,101,643</u>

See accompanying notes to the basic financial statements.

**Village of Jefferson**  
*Ashtabula County*  
*Combined Statement of Additions, Deductions*  
*and Changes in Fund Balances (Regulatory Cash Basis)*  
*All Proprietary Fund Types*  
*For the Year Ended December 31, 2024*  
*(Unaudited)*

	Enterprise
<b>Operating Cash Receipts</b>	
Charges for Services	\$ 1,188,285
Miscellaneous	13,296
	1,201,581
<i>Total Operating Cash Receipts</i>	<i>1,201,581</i>
<b>Operating Cash Disbursements</b>	
Personal Services	146,188
Employee Fringe Benefits	118,788
Contractual Services	395,095
Supplies and Materials	154,821
Other	4,098
	818,990
<i>Total Operating Cash Disbursements</i>	<i>818,990</i>
<i>Operating Income (Loss)</i>	<i>382,591</i>
<b>Non-Operating Receipts (Disbursements)</b>	
Special Assessments	17,482
Loans Issued	109,210
Capital Outlay	(133,622)
Principal Retirement	(80,804)
Interest and Other Fiscal Charges	(4,099)
	(91,833)
<i>Total Non-Operating Receipts (Disbursements)</i>	<i>(91,833)</i>
<i>Net Change in Fund Cash Balances</i>	<i>290,758</i>
<i>Fund Cash Balances, January 1</i>	<i>1,009,842</i>
<i>Fund Cash Balances, December 31</i>	<i>\$ 1,300,600</i>

*See accompanying notes to the basic financial statements.*



**Village of Jefferson**  
*Ashtabula County*  
*Combined Statement of Additions, Deductions*  
*and Changes in Fund Balances (Regulatory Cash Basis)*  
*All Fiduciary Fund Types*  
*For the Year Ended December 31, 2024*  
*(Unaudited)*

	Fiduciary Fund Types		Totals (Memorandum Only)
	Private Purpose Trust	Custodial	
<b>Additions</b>			
Deposits Received	\$ -	\$ 10,655	\$ 10,655
<i>Total Additions</i>	-	10,655	10,655
<b>Deductions</b>			
Other Distributions	-	9,990	9,990
<i>Total Deductions</i>	-	9,990	9,990
<i>Net Change in Fund Balances</i>	-	665	665
<i>Fund Cash Balances, January 1</i>	535	3,583	4,118
<i>Fund Cash Balances, December 31</i>	\$ 535	\$ 4,248	\$ 4,783

*See accompanying notes to the basic financial statements.*

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 1 - Reporting Entity**

The Village of Jefferson, Ashtabula County, Ohio (the Village), is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. A publicly-elected six-member Council directs the Village. The Village provides general government services including refuse and sewer utilities, park operations, and police and fire protection services. The Village contracts with Jefferson Township to provide fire protection services.

**Note 2 - Summary of Significant Accounting Policies**

***Basis of Presentation***

The Village's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all proprietary fund types, and a combined statement of additions, deductions and changes in fund balances (regulatory cash basis) for all fiduciary fund types, which are all organized on a fund type basis.

***Fund Accounting***

The Village uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Village are presented below:

***General Fund*** The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio.

***Special Revenue Funds*** These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Village had the following significant Special Revenue Fund:

***Safety Services Fund*** The safety services fund accounts for and reports the receipt of municipal income tax and intergovernmental monies restricted for the purpose of providing fire and protection services to the residents of the Village.

***Debt Service Funds*** These funds account for and report financial resources that are committed to expenditure for principal and interest. The Village had the following significant Debt Service Fund:

***Pierce Fire Truck Fund*** The Pierce fire truck fund accounts for and reports the receipt of charges for services restricted for the payment of capital assets used to provide fire protection services to surrounding entities.

***Memorial Field Park Fund*** The Memorial Field park fund accounts for and reports intergovernmental receipts restricted for debt service related to the renovation of Memorial Field.

***Capital Projects Funds*** These funds account for and report financial resources that are committed to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Village had the following significant Capital Projects Fund:

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 2 - Summary of Significant Accounting Policies (continued)**

**Capital Improvements Fund** The capital improvements fund accounts for and reports proceeds of municipal income tax, intergovernmental and charges for services monies committed for construction of a new municipal building.

**Enterprise Funds** These funds account for operations that are similar to private business enterprises, where management intends to recover the significant costs of providing certain goods or services through user charges. The Village had the following significant Enterprise Funds:

**Sewer Improvement Fund** The sewer improvement fund accounts for and reports the receipt of user charges restricted for completing sewer improvement projects.

**Refuse Fund** The refuse fund accounts for and reports the receipt of charges for services and miscellaneous monies restricted for the purpose the purpose of providing refuse collection services to the citizens of the Village.

**Waste Water Treatment Fund** The waste water treatment fund accounts for and reports revenues restricted for the provision of sanitary sewer and water treatment services to the residents and commercial users located within the Village.

**Fiduciary Funds** Fiduciary funds include trust funds and custodial funds. Trust funds account for assets held under a trust agreement for individuals, private organizations, or other governments which are not available to support the Village's own programs. The Village's private purpose trust fund is for the benefit of students within the Village who can be granted scholarships.

Custodial funds are used to report fiduciary activity that is not required to be reported in a trust fund. The Village's custodial fund accounts for deposits from hall rentals and performance bonds from contractors.

For regulatory purposes, certain own source revenues are permitted to flow through clearing funds presented as custodial funds. The amounts distributed to the other funds of the entity are identified on the combined statement of additions, deductions and changes in fund balances (regulatory cash basis) all fiduciary fund types. Also, for regulatory purposes, certain deposits and clearing funds are permitted to be presented as custodial funds.

***Basis of Accounting***

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C). This basis is similar to the cash receipts and disbursements accounting basis. The Village recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary disbursements when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C) permit.

***Budgetary Process***

The Ohio Revised Code requires that each fund (except certain custodial funds) be budgeted annually.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 2 - Summary of Significant Accounting Policies (continued)**

**Appropriations** Budgetary disbursements (that is, disbursements and encumbrances) may not exceed appropriations at the object level of control, and appropriations may not exceed estimated resources. The Village Council must annually approve appropriation measures and subsequent amendments. Unencumbered appropriations lapse at year end.

**Estimated Resources** Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must approve estimated resources.

**Encumbrances** The Ohio Revised Code requires the Village to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated.

A summary of 2024 budgetary activity appears in Note 3.

**Deposits and Investments**

The Village's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

Investment in STAR Ohio is measured at the net asset value (NAV) per share provided by STAR Ohio. The NAV per share is calculated on an amortized cost basis that provides an NAV per share that approximates fair value.

**Capital Assets**

The Village records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

**Accumulated Leave**

Village employees earn sick and vacation time that can be used for time off. In certain circumstances, such as upon leaving employment or retirement, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

**SBITAs**

The Village has entered into noncancelable Subscription-Based Information Technology Arrangements (SBITA) contracts (as defined by GASB 96) for several types of software including contracts related to financial systems and various other software. Subscription disbursements are recognized when they are paid.

**Settlement Monies**

Ohio has reached settlement agreements with various distributors of opioids which are subject to the OneOhio memorandum of understanding. The original settlement was reached in 2021 with annual payments anticipated through 2038. For 2024, distributions of \$1,537 are reflected as Fines, Forfeitures and Settlements revenue in the Opioid Distribution Settlement Special Revenue Fund in the accompanying financial statements.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 2 - Summary of Significant Accounting Policies (continued)**

***Fund Balance***

Fund balance is divided into five classifications based primarily on the extent to which the Village must observe constraints imposed upon the use of its governmental fund resources. The classifications are as follows:

***Nonspendable*** The Village classifies assets as nonspendable when legally or contractually required to maintain the amounts intact. For regulatory purposes nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Village.

***Restricted*** Fund balance is restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

***Committed*** Council can commit amounts via formal action (ordinance or resolution). The Village must adhere to these commitments unless Council amends the ordinance or resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

***Assigned*** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as restricted or committed. For regulatory purposes, assigned fund balance in the general fund is limited to encumbrances outstanding at year end.

***Unassigned*** Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Village applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

For regulatory purposes, limited disclosure related to fund balance is included in Note 11.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

**Note 3 - Budgetary Activity**

Budgetary activity for the year ended December 31, 2024 follows:

2024 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 1,261,737	\$ 1,360,940	\$ 99,203
Special Revenue	1,944,221	2,056,009	111,788
Debt Service	34,500	353,048	318,548
Capital Projects	826,664	930,727	104,063
Enterprise	1,318,310	1,328,273	9,963
Private Purpose Trust	-	-	-

2024 Budgeted vs. Actual Budgetary Basis Disbursements			
Fund Type	Appropriation Authority	Budgetary Disbursements	Variance
General	\$ 1,200,885	\$ 996,133	\$204,752
Special Revenue	2,677,286	2,411,273	266,013
Debt Service	23,075	23,070	5
Capital Projects	946,230	938,304	7,926
Enterprise	1,304,869	1,072,001	232,868
Private Purpose Trust	400	-	400

**Note 4 – Deposits and Investments**

To improve cash management, cash received by the Village is pooled. Monies for all funds are maintained in this pool. The Ohio Revised Code prescribes allowable deposits and investments. A summary of the Village's deposit and investment accounts are as follows:

	<u>2024</u>
Demand deposits	\$3,279,094
Certificates of deposit	<u>50,000</u>
Total deposits	3,329,094
STAR Ohio	<u>1,077,932</u>
Total investments	<u>1,077,932</u>
Total deposits and investments	<u><u>4,407,026</u></u>

The Village has a payroll clearing account that is held outside of the deposit pool where gross payroll is held for distribution. The expenditures included in the accompanying financial statement reflect gross payroll. The balance in the Village's payroll clearing account represents unremitted employee payroll withholdings.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 4 – Deposits and Investments (continued)**

***Deposits***

Deposits are insured by the Federal Deposit Insurance Corporation, collateralized by securities specifically pledged by the financial institution to the Village, or collateralized through the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution.

***Investments***

Investments in STAR Ohio are not evidenced by securities that exist in physical or book-entry form.

**Note 5 – Taxes**

***Property Taxes***

Real property taxes become a lien on January 1 preceding the October 1 date for which the Council adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the Village.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Village.

***Income Taxes***

The Village levies a municipal income tax of 1.5% on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

**Note 6 - Risk Management**

***Workers' Compensation***

Workers' Compensation coverage is provided by the State of Ohio. The Village pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 6 - Risk Management (continued)**

***Commercial Insurance***

The Village has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles;
- Errors and omissions;
- Commercial inland marine;
- Public officials' liability;
- Employer's liability; and
- Employee benefits liability.

There has been no significant reduction in coverage limits from the prior year. Settled claims did not exceed coverage for any of the past three years.

The Village also provides health insurance, life, dental and vision coverage to all full-time employees.

**Note 7 - Defined Benefit Pension Plans**

***Ohio Public Employees Retirement System***

Most Village employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10% of their gross salaries and the Village contributed an amount equaling 14% of participants' gross salaries. The Village has paid all contributions required through December 31, 2024.

***Ohio Police and Fire Retirement System***

The Village's full-time Police Officers belong to the Police and Fire Pension Fund (OP&F). OP&F is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OP&F participants contributed 12.25% of their wages. The Village contributed to OP&F an amount equal to 19.5% of full-time police members' wages. The Village has paid all contributions required through December 31, 2024.



**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

**Note 8 - Postemployment Benefits**

Both OPERS and OP&F offer cost-sharing, multiple-employer defined benefit postemployment plans. OPERS offers a health reimbursement arrangement (HRA) allowance to benefit recipients meeting certain age and service credit requirements. The HRA is an account funded by OPERS that provides tax-free reimbursement for qualified medical expenses such as monthly post-tax insurance premiums, deductibles, co-insurance, and co-pays incurred by eligible benefit recipients and their dependents. OP&F uses a stipend-based health care model. A stipend funded by OP&F is placed in individual Health Reimbursement Accounts that retirees use to be reimbursed for health care expenses. For calendar year 2024, the portion of OPERS employer contributions allocated to health care was 0% for members in the traditional pension plan and 2% for members in the combined plan. For 2024, the portion of employer contributions OPERS allocated to health care for members in the member-directed plan was 4%; however, a portion of the health care rate was funded with reserves. OP&F contributes 0.5% to fund these benefits.

**Note 9 – Debt**

Debt outstanding at December 31, 2024 was as follows:

	<u>Principal</u>	<u>Interest Rate</u>
OWDA Loan #4741 SR 46 Sewer Extension	\$ 62,119	3.97%
OWDA Loan #7340 Ultra-Violet Disinfection System	10,778	2.22%
OWDA Loan #9644 E Market/Sundry Street Sanitary Sewer Lining	193,253	0.31%
OPWC Loan CG02K West Mulberry Street Improvement	37,500	0.00%
OPWC Loan CG70M West Mulberry St Improvements, Phase 1.5	38,913	0.00%
OPWC Loan CG38I Wastewater Treatment Plant Upgrade	113,520	0.00%
OPWC Loan CG34N South Sycamore Street Truck Route Phase I	15,537	0.00%
OPWC Loan CG39P Sycamore Street Culvert Replacement	65,918	0.00%
OPWC Loan CG06S East Ashtabula Street Sanitary Sewer Repairs	27,729	0.00%
OPWC Loan CG58V Sycamore Street Construction	60,113	0.00%
OPWC Loan CG64W Erie Street Improvements	188,035	0.00%
OPWC Loan CG24X W. Jefferson/Sundry Street Sanitary Sewer	111,217	0.00%
OPWC Loan CG23Y Market and Sundry Streets Sanitary Sewer Improvements	111,653	0.00%
OPWC Loan CG42Z Jefferson Street Drainage and Paving Phase I	46,250	0.00%
OPWC Loan CG14AA S. Poplar Street/Falcon Way Roadway Improvements	47,500	0.00%
USDA Pierce Fire Truck 2020 Loan	295,000	2.38%
Total	<u>\$1,425,035</u>	

The Village obtained loans from the Ohio Public Works Commission (OPWC) for the purpose of completing various street and water and sewer projects. These are no interest loans maturing from July 2030 to July 2046. The Village is repaying these loans from municipal income tax revenues committed to capital improvements and user charges.

The Village obtained loans from the Ohio Water Development Authority (OWDA) for the purpose of completing various water and sewer projects. These loans were issued with interest rates between 2.22% and 3.97% and mature from January 2027 to July 2042. The Village is repaying these loans from user charges.

The Village obtained a loan from the USDA for the purpose of purchasing a Pierce Fire Truck. This loan was issued at 2.375%, with a maturity date of May 2030. The Village is repaying this loan from income tax monies.

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

**Note 9 – Debt (continued)**

***Amortization***

Amortization of the above debt, including interest, is scheduled as follows:

Year Ending December 31:	OPWC Loans	OWDA Loans	Pierce Fire Truck
2025	\$ 37,075	\$ 18,039	\$ 53,006
2026	74,150	36,078	52,914
2027	74,150	33,309	53,798
2028	74,150	30,539	53,634
2029	74,150	11,354	53,466
2030-2034	225,279	56,769	53,235
2035-2039	185,055	56,769	-
2040-2044	113,742	34,062	-
2045-2049	6,134	-	-
Total	<u>\$863,885</u>	<u>\$276,919</u>	<u>\$320,053</u>

**Note 10 – Contingent Liabilities**

The Village may be a defendant in lawsuits. Although management cannot presently determine the outcome of any suit, management believes that the resolution of any matter will not materially adversely affect the Village's financial condition.

Amounts grantor agencies pay to the Village are subject to audit and adjustment by the grantor. The grantor may require refunding any disallowed costs. Management cannot presently determine amounts grantors may disallow. However, based on prior experience, management believes any refunds would be immaterial.

**Note 11 – Fund Balances**

Included in fund balance are amounts the Village cannot spend, including the balance of unclaimed monies, which cannot be spent for five years. Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end, the balances of these amounts were as follows:

Fund Balances	General	Special Revenue	Capital Projects	Total
Nonspendable:				
Unclaimed Monies	\$22,553	\$ -	\$ -	\$ 22,553
Outstanding Encumbrances	61,789	64,569	49,475	175,833
Total	<u>\$84,342</u>	<u>\$64,569</u>	<u>\$49,475</u>	<u>\$198,386</u>

**Village of Jefferson**  
*Ashtabula County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 11 – Fund Balances (continued)**

The fund balance of special revenue funds is either restricted or committed. The fund balance of debt service and capital projects funds are restricted, committed or assigned. These restricted, committed and assigned amounts in the special revenue, debt service and capital projects funds include the outstanding encumbrances. In the general fund, outstanding encumbrances are considered assigned.

OFFICIAL AMENDED CERTIFICATE OF ESTIMATED RESOURCES  
 (REVISED CODE, SEC. 5705.36)

OFFICE OF BUDGET COMMISSION: ASHTABULA COUNTY, OHIO


01/30/2025

TO THE TAXING AUTHORITY OF JEFFERSON VILLAGE

THE FOLLOWING IS THE AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES FOR THE FISCAL YEAR BEGINNING ON JAN. 1, 2025, AS REVISED BY THE BUDGET COMMISSION OF SAID COUNTY, WHICH SHALL GOVERN THE TOTAL OF APPROPRIATIONS MADE AT ANY TIME DURING SUCH FISCAL YEAR.

FUND	UNENCUMBERED	TAXES	OTHER SOURCES	TOTAL
	BALANCE JAN. 1, 2025			
GENERAL FUND	\$1,265,552.95	\$222,271.94	\$1,263,336.04	\$2,751,160.93
SPECIAL REV. FUND	\$1,579,885.90	\$366,936.14	\$3,239,855.63	\$5,186,677.67
DEBT SERVICE FUND	\$28,278.08	\$0.00	\$30,000.00	\$58,278.08
CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
SPECIAL ASSESS.	\$9,530.27	\$0.00	\$12,284.00	\$21,814.27
ENTERPRISE	\$1,227,129.23	\$55,238.47	\$3,316,303.54	\$4,598,671.24
INTERNAL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
FIDUCIARY FUNDS	\$83,543.43	\$0.00	\$21,700.00	\$105,243.43
<b>TOTAL</b>	<b>\$4,193,919.86</b>	<b>\$644,446.55</b>	<b>\$7,883,479.21</b>	<b>\$12,721,845.62</b>

BUDGET COMMISSION

  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

FUND	UNENCUMBERED			TOTAL
	BALANCE JAN. 1, 2025	TAXES	OTHER SOURCES	
<b>GENERAL FUND</b>	\$1,265,552.95	\$222,271.94	\$1,263,336.04	\$2,751,160.93
<b>SPECIAL REVENUE</b>				
STREET CONSTRUCTION	\$87,067.55	\$110,034.24	\$133,310.27	\$330,412.06
ST HWY IMPROV	\$16,905.32	\$0.00	\$17,500.00	\$34,405.32
CENTRAL PARK HALL	\$37,268.87	\$0.00	\$68,200.00	\$105,468.87
SPECIALSTREET REPAIR	\$63,105.93	\$0.00	\$161,400.00	\$224,505.93
STREET LIGHT LEVY	\$50,146.63	\$85,509.81	\$26,840.19	\$162,496.63
PERMISSIVE AUTO	\$29,943.93	\$0.00	\$40,000.00	\$69,943.93
ENFORC (EDU-DUI)	\$3,635.44	\$0.00	\$0.00	\$3,635.44
POLICE TRAIN ST FUND	\$13,308.75	\$0.00	\$4,800.00	\$18,108.75
POLICE BUILDING FUND	\$17,954.08	\$0.00	\$12,000.00	\$29,954.08
OPIOD DISTRIB SETTLEMEN	\$2,601.35	\$0.00	\$0.00	\$2,601.35
FORFEITURES	\$1,815.82	\$0.00	\$4,000.00	\$5,815.82
SAFETY SERV INC TAX	\$477,360.73	\$0.00	\$1,049,275.73	\$1,526,636.46
FIRE APP CONTRACT	\$58,828.87	\$0.00	\$126,788.38	\$185,617.25
SPEC FIRE APPARATIUS	\$56,493.60	\$145,764.15	\$40,332.40	\$242,590.15
SPEC POLICE LEVY	\$2,475.91	\$25,627.94	\$1,572.06	\$29,675.91
CAP IMP/SPEC REVENUE	\$302,723.10	\$0.00	\$923,336.60	\$1,226,059.70
CAP IMPROV (PERM)	\$31,652.00	\$0.00	\$0.00	\$31,652.00
MEMORIAL PARK FIELD	\$324,968.87	\$0.00	\$630,000.00	\$954,968.87
RECYCLING GRANT	\$1,624.50	\$0.00	\$500.00	\$2,124.50
AMER RESC PLAN	\$4.65	\$0.00	\$0.00	\$4.65
<b>SPECIAL REVENUE</b>	<b>\$1,579,885.90</b>	<b>\$366,936.14</b>	<b>\$3,239,855.63</b>	<b>\$5,186,677.67</b>

DEBT SERVICE FUND	UNENCUMBERED			TOTAL
	BALANCE JAN. 1, 2025	TAXES	OTHER SOURCES	
FIRE TRUCK	\$28,278.08	\$0.00	\$30,000.00	\$58,278.08
	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00
				\$0.00
<b>DEBT SERVICE</b>	<b>\$28,278.08</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>\$58,278.08</b>

**UNENCUMBERED**

CAPITAL PROJECT FUND	BALANCE			TOTAL
	JAN. 1, 2025	TAXES	OTHER SOURCES	
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00
				\$0.00
<b>CAPITAL PROJECTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

SPECIAL ASSESS. FUND	UNENCUMBERED BALANCE			TOTAL
	JAN. 1, 2025	TAXES	OTHER SOURCES	
SPECIAL ASSESS.		\$0.00	\$0.00	\$0.00
EAST CEDAR	\$0.00	\$0.00	\$0.00	\$0.00
W CEDAR	\$9,530.27	\$0.00	\$12,284.00	\$21,814.27
				\$0.00
				\$0.00
				\$0.00
<b>SPECIAL ASSESSMEN</b>	<b>\$9,530.27</b>	<b>\$0.00</b>	<b>\$12,284.00</b>	<b>\$21,814.27</b>

ENTERPRISE FUNDS	UNENCUMBERED BALANCE			TOTAL
	JAN. 1, 2025	TAXES	OTHER SOURCES	
VILLAGE RECREATION	\$10,109.48	\$55,238.47	\$228,080.27	\$293,428.22
FED GRANT DIST XI	\$5,285.58	\$0.00	\$43,442.92	\$48,728.50
SEWER IMPROV 42	\$574,662.02	\$0.00	\$1,841,452.62	\$2,416,114.64
REFUSE FUND 510	\$27,828.95	\$0.00	\$233,465.44	\$261,294.39
WASTE WATER TRMT5 8%	\$609,243.20	\$0.00	\$969,862.29	\$1,579,105.49
				\$0.00
<b>ENTERPRISE FUNDS</b>	<b>\$1,227,129.23</b>	<b>\$55,238.47</b>	<b>\$3,316,303.54</b>	<b>\$4,598,671.24</b>

INTERNAL SERV. FUNDS	UNENCUMBERED BALANCE			TOTAL
	JAN. 1, 2025	TAXES	OTHER SOURCES	
				\$0.00
				\$0.00
<b>INTERNAL SERVICE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**UNENCUMBERED**

<b>FIDUCIARY FUND</b>	<b>BALANCE JAN. 1, 2025</b>	<b>TAXES</b>	<b>OTHER SOURCES</b>	<b>TOTAL</b>
UNCLAIMED FUNDS	\$22,553.06	\$0.00	\$1,500.00	\$24,053.06
REC RENTAL DEP	\$3,047.50	\$0.00	\$8,000.00	\$11,047.50
BID-PERF BOND	\$1,000.00	\$0.00	\$1,800.00	\$2,800.00
UTILITY DEPOSITS	\$53,972.51	\$0.00	\$5,500.00	\$59,472.51
SCHOLARSHIP FND	\$535.00	\$0.00	\$400.00	\$935.00
MARKETING JEFFERSON	\$2,435.36	\$0.00	\$4,500.00	\$6,935.36
	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>FIDUCIARY FUND</b>	<b>\$83,543.43</b>	<b>\$0.00</b>	<b>\$21,700.00</b>	<b>\$105,243.43</b>

**ORDINANCE NO. 2025-O-3362  
 AN ORDINANCE TO APPROPRIATE CURRENT EXPENSES  
 AND OTHER EXPENDITURES OF THE VILLAGE OF JEFFERSON, OHIO DURING  
 FISCAL YEAR ENDING DECEMBER 31, 2025**

**BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF JEFFERSON, OHIO that:**

**Section 1:** To provide for the current expenses and other expenditures of the Village of Jefferson, Ohio during the fiscal year ending December 31, 2025, the sums included in the consolidated statement contained herein, be and they are hereby set aside and appropriations as hereinafter set forth.

	<u>ACCUMULATED APPROPRIATIONS</u>	<u>EXPENSES</u>
<u>GENERAL FUND</u>		
Police Law Enforcement ( 110 )		80,100.00
Fire Dept (220)		-
Community Planning and Zoning ( 410 )		5,000.00
Streets Department (620)		168,693.25
Administrative Offices ( 710 )		296,456.46
Mayor and Council (730 )		50,976.20
Clerk – Treasurer (740 )		119,145.71
Lands and Buildings (750)		126,500.00
County Auditor and Treasurer's Fees ( 770 )		36,000.00
State Examiner's Fees (780)		30,000.00
Solicitor - Attorneys (785)		40,000.00
Income Tax Administration (790)		128,305.36
Transfers/Advances ( 795 )		455,000.00
	<b>Total General Fund</b>	<b>1,536,176.98</b>
<u>ENTERPRISE FUNDS</u>		
Village Recreation Fund ( 204 )		286,082.98
Federal Grant Fund ( District XI) (205)		43,442.91
Central Park Hall (206)		68,200.00
Forfeitures (217)		4,000.00
Sewer Improvement Fund (509)		1,841,452.62
Refuse Fund (510)		233,466.79
Wastewater Treatment Fund (520 )		971,137.86
	<b>Total Enterprise Funds</b>	<b>3,447,783.16</b>
<u>ASSESSMENTS</u>		
Special Assessments Elliott Avenue (803)		21,830.00
	<b>Total Special Assessments</b>	<b>21,830.00</b>
<u>DEBT SERVICE</u>		
Memoiral Field (310)		680,000.00
Fire Truck Loan (320)		30,000.00
	<b>Total Debt Service</b>	<b>710,000.00</b>



SPECIAL REVENUE FUNDS

Street Construction, Maintenance and Repair Fund ( 201 )		243,699.32
State Highway Improvement Fund (202)		17,500.00
Special Street Repair Fund ( Voted ) (207 )		161,400.00
Street Lighting (Voted) ( 209 )		112,350.00
Permissive Auto License Fund (210)		40,000.00
Enforcement and Education Fund (213)		-
State Reimb Training Fund (214)		4,800.00
Court Fines Police Capital (215)		12,000.00
Safety Services (219)		1,069,440.07
Fire Apparatus Fund (221 )		126,789.41
Special Fire Apparatus Fund ( Voted ) ( 222 )		186,103.00
Special Police Levy Fund ( Voted ) (223 )		27,700.00
Lottery Escrow (230)		-
	440	10,577.28
	450	-

**Total Special Revenue Funds 2,012,359.07**

CAPITAL PROJECTS

Recycling Grant (430)		500.00
	<b>Total Projects</b>	<b>500.00</b>

CAPITAL IMPROVEMENT (224)

Police Capital	110	-
Recreation Capital	310	60,650.00
Streets Maint and Repair Capital	620	189,075.04
Street Construction Capital	685	578,354.60
Street Storm Sewer Drains Capital	688	8,000.00
Streets Sidewalk Capital	689	95,000.00
County collection fees	770	350.00
Land Improvement	775	-
Income Tax Capital	790	15,000.00
	<b>Total 224</b>	<b>946,429.64</b>

TRUSTS

Unclaimed Funds (704)		1,500.00
Village Reacreation Rental Deposits (706)		8,000.00
Bid Performance Bond (707)		1,800.00
Utility Deposit Fund- Sewer (708)		5,500.00
Scholarship Fund (709)		400.00
Jefferson Marketing Fund (710)		4,500.00
	<b>Total Trusts</b>	<b>21,700.00</b>

**TOTAL ALL APPROPRIATIONS 8,696,778.85**

**Section 2:** This Resolution is hereby declared to be and is passed as an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village of Jefferson, and for reason that in order to obtain this funding, immediate action is necessary; wherefore,

Therefore, this Resolution shall take effect immediately upon its passage.

**PASSED:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_  
Patricia A. Fisher, Clerk/Treasurer

**APPROVED:** \_\_\_\_\_  
Mayor Chiachierro

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Jason L. Fairchild, Esq.  
Village Solicitor

**RESOLUTION NO. 2025-R-\_\_3363\_\_**

**A RESOLUTION AUTHORIZING THE TRANSFER OF MONEY FROM THE 101 GENERAL FUND.**

**WHEREAS** the Council of the Village of Jefferson has been advised that certain accounts of the Village of Jefferson need additional money to ensure solvency throughout the year of 2025 for operations; and

**WHEREAS** the Council of the Village of Jefferson has funds available in the 101 General Fund to ensure solvency in those accounts and desires such funds to be made available from the 101 General Fund;

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

**Section 1.** The Clerk-Treasurer of the Village of Jefferson is hereby authorized and directed to transfer sufficient funds from the 101 General Fund to the below-identified funds from time-to-time throughout 2025 to ensure that the identified funds are solvent throughout the year 2025 for operations, provided that the sum of the transfers do not exceed \$455,000.00 to any individual fund:

1. 204 Recreation Fund
2. 205 Senior Fund
3. 206 Central Park Hall Fund
4. 310 Memorial Field Park

**Section 2.** This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2024.**

\_\_\_\_\_ Yeas      \_\_\_\_\_ Nays

Effective Date: \_\_\_\_\_

**AUTHENTICATION:**

\_\_\_\_\_  
Patricia A. Fisher  
Clerk/Treasurer of Council

\_\_\_\_\_  
James Chiacchiero  
Mayor

\_\_\_\_\_

\_\_\_\_\_

Date

Date

**APPROVED AS TO LEGAL FORM:**

---

Jason Fairchild  
Village Solicitor

**RESOLUTION NO. 2025 -R- 3364**

**A RESOLUTION AUTHORIZING THE VILLAGE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AND FEE AGREEMENT WITH ATTORNEY JASON L. FAIRCHILD AND ANDREWS & PONTIUS LLC EFFECTIVE APRIL 1, 2025 THROUGH MARCH 31, 2027 PURSUANT TO VILLAGE OF JEFFERSON CODIFIED ORDINANCE SECTIONS 234.01 AND 234.03**

**WHEREAS**, the Council of the Village of Jefferson desires to enter into a two (2) year Professional Services And Fee Agreement with Attorney Jason L. Fairchild, an attorney with the law firm Andrews & Pontius LLC to provide legal services to the Village of Jefferson as the Village Solicitor;

**WHEREAS**, the Village of Jefferson is authorized to enter into such a contract for a two (2) year term pursuant to the Village of Jefferson Codified Ordinance Sections 234.01 and 234.03; and

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

**Section 1:** The Council of the Village of Jefferson hereby authorizes the Village Mayor to take all actions necessary to enter into a Professional Services And Fee Agreement on behalf of the Village of Jefferson based upon the terms of Professional Services And Fee Agreement submitted by Attorney Jason L. Fairchild and the law firm of Andrews & Pontius LLC with an effective date of April 1, 2025 through March 31, 2027.

**Section 2:** It is found and determined that all formal actions of the Council of the Village of Jefferson concerning and relating to the adoption of this Resolution were taken in an open meeting of the Village of Jefferson and that all deliberations of this Village Council and any of its committees that resulted in those formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 3:** This Ordinance shall take effect and be in full force at the earliest period allowed by law.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

\_\_\_\_\_ Yeas      \_\_\_\_\_ Nays

**AUTHENTICATION:**

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Patricia A. Fisher  
Clerk/Treasurer of Council

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James Chiacchiero  
Mayor

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Date

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Date

**APPROVED AS TO LEGAL FORM:**

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Jason L. Fairchild, Esq.  
Village Solicitor

## **PROFESSIONAL SERVICES AND FEE AGREEMENT**

**This Agreement**, by and between **Andrews & Pontius LLC, Attorneys at Law**, 4810 State Road, P.O. Box 10, Ashtabula, Ohio 44005-0010, (Taxpayer ID# 34-1890032) hereinafter referred to as "Attorney," and **VILLAGE OF JEFFERSON**, hereinafter referred to as "Client," is entered into and executed in Ashtabula County, Ohio, upon the following terms and conditions:

**Whereas**, Attorney is duly licensed and authorized to practice law within the State of Ohio and the various federal jurisdictions within the United States, being in good standing with the bars of those jurisdictions, and is otherwise qualified to render the general kind and nature of the legal services required by Client at the date hereof; and

**Whereas**, Client desires to retain the legal services of the Attorney and has read and understands the terms and conditions of this Agreement as hereinafter set forth. The Client and Attorney hereby agree as follows:

1. Client shall retain the legal services of the Attorney, the general nature of which, as presently contemplated, may be described as but is not limited to, professional representation of Client as the Client's Village Solicitor for a period of two (2) years beginning April 1, 2025 and continuing through March 31, 2027. Prior to the expiration of this two (2) year term, a successor Agreement may be negotiated and presented to Client for approval for a successive two (2) year term. If no successor Agreement is entered into, then the terms of this Agreement shall remain in effect until a successor Agreement is either entered into or Client has hired a different attorney or law firm as

Village Solicitor.

2. Client understands and agrees that Jason L. Fairchild is a partner of Andrews & Pontius LLC and is primarily responsible for providing legal services to the Client as set forth herein. Notwithstanding, the Client acknowledges and agrees that other attorneys of Andrews & Pontius LLC may from time to time provide services to the Client on the same fee basis as set forth herein.

3. Client has not paid a retainer fee. Client will be billed at an agreed upon rate discounted from Attorney's regular hourly rate. Client agrees to assume and pay all out-of-pocket disbursements incurred in connection with Attorney's representation of Client. These shall include filing fees, court costs, and other incidental expenses.

4. The undersigned Client agrees to pay an attorney fee for legal services rendered for the Client by the Attorney, which services shall be charged at a reduced hourly rate of **Two Hundred and 00/100 Dollars (\$200.00)** per hour which shall not include travel time to and from Attorney's office to Client's place of business, 27 E. Jefferson Street, Jefferson, Ohio 44047 for the purpose of attending Client's two (2) regularly scheduled Council meeting. Client shall receive monthly billing invoices for legal services rendered and Client shall be fully responsible for and will pay upon presentation of statements all sums for legal services and costs advanced by Attorney in connection with representation of Client by Attorney in this action. The costs advanced by Attorney could include those that are customarily charged in addition to fees for legal services which may include travel expenses associated with representing Client other than set



forth hereinabove (with said travel expenses including mileage, parking, airfare, lodging, meals and ground transportation), messenger and delivery services, filing fees and similar expenses for services rendered by third parties. The monthly billing invoices may also include charges for costs and services such as photocopying and computerized legal research. All of these costs will be itemized on the monthly billing invoices when applicable.

5. The unpaid balance of amounts due for legal services and costs advanced will bear interest at the rate of 1-1/2 percent per month from the date the statement is rendered.

6. This Agreement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement or a modification thereof in writing.

7. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if in writing and signed by each party or an authorized representative of each party.

8. Attorney reserves the right to withdraw as counsel for Client, upon sixty (60) days' written notice to Client, for any reason whatsoever, including but not limited to the non-payment of legal fees.

9. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Ohio.

10. In the course of Attorney's representation of Client, Attorney is likely to come into possession of copies or originals of documents or other materials belonging to Client or others. Upon conclusion of a particular matter, Client should advise Attorney as to which, if any, of the documents or materials in Attorney's files should be returned. Attorney may keep copies of any documents it returns to Client. Client understands that Client has the right to documents from Client's file and Client will pick up any such documents that Client desires to have within one (1) year from the date Attorney's representation of Client has ceased. Client specifically authorizes Attorney to destroy Client's file(s) and all contents after seven (7) years from the date that any given matter for which Attorney represented Client was resolved and/or was concluded, without further notice. Client specifically releases Attorney and agrees to hold Attorney harmless from any and all claims whatsoever as a result of the destruction of Client's file and contents.

The Village of Jefferson agrees to the above terms and provisions.

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
**VILLAGE OF JEFFERSON  
BY ITS MAYOR BRIAN DIEHL**

\_\_\_\_\_  
**VILLAGE OF JEFFERSON  
BY ITS CLERK-TREASURER  
PATRICIA FISHER  
CLIENT**

Andrews & Pontius LLC

\_\_\_\_\_  
Date Signed

By \_\_\_\_\_  
Jason L. Fairchild  
ATTORNEY

ORDINANCE NO. 2025-O-\_\_\_\_ 3365 \_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 248.05 OF THE CODE OF ORDINANCES OF THE VILLAGE OF JEFFERSON, OHIO PERTAINING TO UNIFORMS FOR THE VILLAGE OF JEFFERSON POLICE DEPARTMENT**

**WHEREAS**, Council has been advised of the need to provide for the amendment of Chapter 248.05 of the Code of Ordinances of the Village of Jefferson, Ohio pertaining to uniforms for the Village of Jefferson Police Department:

**WHEREAS**, Chapter 248.05 presently reads as follows:

**§ 248.05 UNIFORMS.**

(a) *General requirements.* A standardized uniform shall be worn by police officers in duty status. The uniform includes both equipment and clothing necessary for normal daily and seasonal requirements. In one category, for example, are holsters, badges and handcuffs. In the other category are shirts, trousers and hats. The Police Chief determines the makeup of the required uniform, in consultation with department members and the Safety Committee of the Council. The Police Chief will inspect for adherence to the established standards. The Police Chief is authorized to make changes in the uniform, subject to prior agreement of the Village Council, where added cost is involved.

(b) *Uniforms and payment of allowance.*

(1) A uniform allowance is credited to all regular full time police officers and part time Class A police officers. The amount of \$700 per year for uniform expenses and \$200 per year for shoe/boot expenses is credited to the employee on date of hire and annually thereafter on January 1st of each year. These allowance credits expire on December 31st of each year and shall not be carried forward.

(2) For all newly appointed probationary part time Class B officers the requirement of the uniform begins with the date of employment. The Village will issue chest badge, ball cap, two uniform shirts (one short sleeve and one long sleeve), one pair of uniform pants, and patches as needed to all newly appointed probationary part time Class B police officers. The officers shall additionally outfit themselves, as do other department employees.

A. Upon presenting receipts or invoices for approved items of expenditure for uniform acquisition, maintenance and/or replacement, the Clerk-Treasurer will reimburse the employee or pay the invoice up to the amount of the allowance credit.

B. This allowance is intended to cover the officer's uniform/equipment needs for the upcoming year. An officer who leaves during the year will have this allowance credit amount prorated such that any excess draw will be deducted from the employee's final pay check and any excess credit will be cancelled.

(3) Part time Class B officers and voluntary auxiliary officers do not receive an allowance for uniforms or shoes/boots.

(c) As a condition of employment, all officers shall provide their own handgun, as approved by the Chief.

(d) *Standard uniform.* The standard uniform for police officers shall include:

**Village issued for full time police officers and part time Class A officers.**

3 badges (2 chest and 1 hat)

1 set of collar bars

1 duty belt and equipment holders

1 handcuff case

1 pair of handcuffs

1 cartridge holder

1 holster

1 rain gear

Patches as needed

1 body armor vest, replaced at proper intervals per vest recommendations

**Officer purchased - from allowance.**

Police coats and jackets, appropriate for seasons

Trousers

Shoes/boots

Short-sleeve shirts

Long-sleeve shirts

Polo shirts as approved by Chief, for casual, training or humid weather conditions

ID vests for rapid deployment

Approved hat or ball cap

Police accessory equipment approved by the Police Chief

Tie, dark navy

**Village issued for part time Class B officers and volunteer auxiliary officers who are OPATA certified, approved by the Chief and authorized to have full arrest powers.**

1 chest badge

1 ball cap

1 short sleeve shirt

1 long sleeve shirt

1 trouser

Patches as needed

Body armor vests are in external carriers and shared among part time officers.

All other uniform items that are required shall be the responsibility of the part time officer to purchase.

Volunteer auxiliary officers without full arrest powers will be in civilian clothes and a Village issued safety vest,

(e) *Sharing of expenses.* Items listed as "Officer purchased" shall be purchased, cleaned and repaired by the officer. If a uniform is damaged beyond repair in the performance of his or her duties, replacement will be evaluated on an individual basis to determine who pays for the replacement. Any uniform costs that exceed the normal allowance shall be the responsibility of the officer.

(f) *Property accountability.* Items listed as "Village issued" are Village property and it will be the responsibility of the Police Chief to see that all Village property is returned and accounted for. All items lost will be so reported. Unserviceable items will be replaced by the Village, as will items ripped or torn while in the line of duty. The Police Chief is authorized to seek reimbursement by court order, from suspects arrested, for equipment damaged by the suspect at the time of his or her arrest, if it is so warranted. Upon resignation, retirement, or termination, the final pay check of the officer will be processed by the Clerk-Treasurer only after certification by the Police Chief that all assigned property has been surrendered.

**WHEREAS,** Council finds it to be in the best interest of the Village to provide for the amendment of Chapter 248.05 of the Code of Ordinances 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 Chapter 248.05 of the Code of Ordinances of the Village of Jefferson, Ohio is hereby amended to read as follows:

**§ 248.05 UNIFORMS.**

(a) *General requirements.* A standardized uniform shall be worn by police officers in duty status. The uniform includes both equipment and clothing necessary for normal daily and seasonal requirements. In one category, for example, are holsters, badges and handcuffs. In the other category are shirts, trousers and hats. The Police Chief determines the makeup of the required uniform, in consultation with department members and the Safety Committee of the Council. The Police Chief will inspect for adherence to the established standards. The Police Chief is authorized to make changes in the uniform, subject to prior agreement of the Village Council, where added cost is involved.

(b) *Uniforms and payment of allowance.*

(1) A uniform and shoe/boot allowance will be paid to all regular full time police officers and part time Class A police officers. The amount of \$1,100 per year for uniform and shoe/boot expenses will be paid to the employee on the first pay in April annually. A newly hired regular full time or part time Class A police officer will be paid 50% of the uniform and shoe/boot allowance when hired and upon the anniversary of his/her date of hire, the newly hired regular full time or part time Class A police officer will receive the balance of the uniform and shoe/boot allowance. After the first anniversary of his/her hiring, the newly hired regular full time or part time Class A police officer shall receive his/her uniform and shoe/boot allowance at the same time as all other regular full time police officers and part time Class A police officers.

(2) For all newly appointed probationary part time Class B officers the requirement of the uniform begins with the date of employment. The Village will issue chest badge, ball cap, two uniform shirts (one short sleeve and one long sleeve), one pair of uniform pants, and patches as needed to all newly appointed probationary part time Class B police officers. The officers shall additionally outfit themselves, as do other department employees.

A. Upon presenting receipts or invoices for approved items of expenditure for uniform acquisition, maintenance and/or replacement, the Clerk-Treasurer will reimburse the employee or pay the invoice up to the amount of the allowance credit.

B. This allowance is intended to cover the officer's uniform/equipment needs for the upcoming year. An officer who leaves during the year will have this allowance credit amount prorated such that any excess draw will be deducted from the employee's final pay check and any excess credit will be cancelled.

(3) Part time Class B officers and voluntary auxiliary officers do not receive an allowance for uniforms or shoes/boots.

(c) As a condition of employment, all officers shall provide their own handgun, as approved by the Chief.

(d) *Standard uniform.* The standard uniform for police officers shall include:

**Village issued for full time police officers and part time Class A officers.**

3 badges (2 chest and 1 hat)

1 set of collar bars

Patches as needed

1 body armor vest, replaced at proper intervals per vest recommendations

**Officer purchased - from allowance.**

1 duty belt and equipment holders

1 handcuff case

1 pair of handcuffs

1 cartridge holder

1 holster

Police coats and jackets, appropriate for seasons

Trousers

1 rain gear

Shoes/boots

Short-sleeve shirts

Long-sleeve shirts

Polo shirts as approved by Chief, for casual, training or humid weather conditions

ID vests for rapid deployment

Approved hat or ball cap

Police accessory equipment approved by the Police Chief

Tie, dark navy

**Village issued for part time Class B officers and volunteer auxiliary officers who are OPATA certified, approved by the Chief and authorized to have full arrest powers.**

1 chest badge

1 ball cap

1 short sleeve shirt

1 long sleeve shirt

1 trouser

Patches as needed

Body armor vests are in external carriers and shared among part time officers.

All other uniform items that are required shall be the responsibility of the part time officer to purchase.

Volunteer auxiliary officers without full arrest powers will be in civilian clothes and a Village issued safety vest,

(e) *Sharing of expenses.* Items listed as "Officer purchased" shall be purchased, cleaned and repaired by the officer. If a uniform is damaged beyond repair in the performance of his or her duties, replacement will be evaluated on an individual basis to determine who pays for the replacement. Any uniform costs that exceed the normal allowance shall be the responsibility of the officer.

(f) *Property accountability.* Items listed as "Village issued" are Village property and it will be the responsibility of the Police Chief to see that all Village property is returned and accounted for. All items lost will be so reported. Unserviceable items will be replaced by the Village, as will items ripped or torn while in the line of duty. The Police Chief is authorized to seek reimbursement by court order, from suspects arrested, for equipment damaged by the suspect at the time of his or her arrest, if it is so warranted. Upon resignation, retirement, or termination, the final pay check of the officer will be processed by the Clerk-Treasurer only after certification by the Police Chief that all assigned property has been surrendered.

**Section 2.** That any and all ordinances or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

**Section 3.** 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 at the earliest date allowed by law.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_ 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



**ORDINANCE NO. 2025-O-\_\_\_3366\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 254.061 OF THE CODE OF ORDINANCES OF THE VILLAGE OF JEFFERSON, OHIO PERTAINING TO MEDICAL, HOSPITAL, PRESCRIPTION, LIFE, DENTAL AND VISION INSURANCE FOR FULL TIME AND PART TIME CLASS A EMPLOYEES**

**WHEREAS**, Council has been advised of the need to provide for the amendment of Chapter 254.061 of the Code of Ordinances of the Village of Jefferson, Ohio pertaining to medical, hospital, prescription, life, dental and vision insurance for full time and part time Class A employees:

**WHEREAS**, Chapter 254.061 presently reads as follows:

**§ 254.061 MEDICAL, HOSPITAL, PRESCRIPTION, LIFE, DENTAL, AND VISION INSURANCE FOR FULL TIME AND PART TIME CLASS A EMPLOYEES.**

*(a) Health insurance.*

(1) The village shall pay 100% of the premium for full-time and part-time Class A employees to enroll in the village health insurance group plan, which is known as a "Qualifying High Deductible Health Plan."

(2) For each full-time and part-time Class A employee enrolled in the village's "Qualifying High Deductible Health Plan" with family coverage: the village shall contribute 50% of the IRS pretax limit, to a "Single Health Savings Account" (HSA).

(3) For full-time and part-time Class A employees on a "Qualifying High Deductible Health Plan" with single coverage: the village shall contribute 50% of the IRS pretax limit, to a "Single Health Savings Account" (HSA).

(4) Each full-time and part-time Class A employee who refuses village provided health insurance must show group coverage from another insurance carrier to opt out of the village plan. The village shall contribute \$4,150 into the deferred compensation plan of an employee who properly opts out of the village provided health insurance.

*(b) Dental and vision insurance.*

(1) The village shall pay 100% of all full-time and part-time Class A employees' dental coverage premium.

(2) Full-time and part-time Class A employees shall be responsible for 100% of the vision insurance premium.

(3) Any full-time or part-time Class A employee not accepting village provided dental and vision insurance must show group coverage from another insurance carrier.

*(c) Life insurance.*

(1) The village shall contribute 100% of the premium for \$25,000 of single life insurance coverage and \$25,000 of accidental death and dismemberment (AD&D) insurance coverage for all full-time employees and part time Class A employees.

(2) Full-time employees on family plan health insurance may secure a family life insurance policy by paying the difference in premiums between the single person life insurance premium and the family life insurance policy premium.

**WHEREAS**, Council finds it to be in the best interest of the Village to provide for the amendment of Chapter 254.061 of the Code of Ordinances 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 Chapter 254.061 of the Code of Ordinances of the Village of Jefferson, Ohio is hereby amended to read as follows:

**§ 254.061 MEDICAL, HOSPITAL, PRESCRIPTION, LIFE, DENTAL, AND VISION INSURANCE FOR FULL TIME AND PART TIME CLASS A EMPLOYEES.**

(a) *Health insurance.*

(1) The village shall pay 100% of the premium for full-time and part-time Class A employees to enroll in the village health insurance group plan, which is known as a "Qualifying High Deductible Health Plan."

(2) For each full-time and part-time Class A employee enrolled in the village's "Qualifying High Deductible Health Plan" with family coverage: the village shall contribute 50% of the IRS pretax limit, to a "Single Health Savings Account" (HSA).

(3) For full-time and part-time Class A employees on a "Qualifying High Deductible Health Plan" with single coverage: the village shall contribute 50% of the IRS pretax limit, to a "Single Health Savings Account" (HSA).

(4) Each full-time and part-time Class A employee who refuses village provided health insurance must show group coverage from another insurance carrier to opt out of the village plan. The village shall contribute 100% of the IRS pretax limit for single coverage for a "Single Health Savings Account" into the deferred compensation plan of an employee who properly opts out of the village provided health insurance.

(b) *Dental and vision insurance.*

(1) The village shall pay 100% of all full-time and part-time Class A employees' dental coverage premium.

(2) Full-time and part-time Class A employees shall be responsible for 100% of the vision insurance premium.

(3) Any full-time or part-time Class A employee not accepting village provided dental and vision insurance must show group coverage from another insurance carrier.

(c) *Life insurance.*

(1) The village shall contribute 100% of the premium for \$25,000 of single life insurance coverage and \$25,000 of accidental death and dismemberment (AD&D) insurance coverage for all full-time employees and part time Class A employees.

(2) Full-time employees on family plan health insurance may secure a family life insurance policy by paying the difference in premiums between the single person life insurance premium and the family life insurance policy premium.

**Section 2.** That any and all ordinances or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

**Section 3.** 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 at the earliest date allowed by law.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2025.**

\_\_\_\_\_ 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

**RESOLUTION No. 2025-R-\_\_3369\_\_**

**A RESOLUTION DESIGNATING DEPOSITORIES FOR FUNDS OF THE VILLAGE OF JEFFERSON, OHIO**

**BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF JEFFERSON, OHIO, THAT:**

**SECTION 1:** Andover Bank is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 2:** KeyBank is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 3:** First Commonwealth Bank is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 4:** Huntington Bank is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 5:** Lakeview Federal Credit Union is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 6:** Star Ohio Investments is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 7:** Community First Credit Union is hereby designated as a depository for active and/or inactive and/or interim funds of the Village of Jefferson, Ohio for the period of February 1, 2025, through January 31, 2027.

**SECTION 8:** One or more account(s) may be opened and maintained in the name of the Village of Jefferson, in accordance with the rules and regulations or procedures of the financial institution pertaining to such accounts as amended by the financial institution from time to time, or as otherwise amended by a written agreement between the Village of Jefferson and financial institution.

**SECTION 9:** Any of the individuals whose names are set forth in (iv), below or, whose genuine signatures appear on separate cards dated and filed with the financial institution, (collectively the "Authorized Signatories" and individually an "Authorized Signatory") are hereby authorized to act individually on behalf of the Village of Jefferson and in its name to:

- a. sign checks, drafts, notes, bills of exchange, acceptances, or other orders for payment of funds from any account maintained by the Village of Jefferson;
- b. indorse checks, drafts, notes, bills, certificates of deposit, or other instruments owned or held by the Public Entity for deposit in any such account, or for collection or discount by the financial institution;
- c. identify, approve and guarantee the indorsements of any and all checks and drafts drawn by the financial institution;
- d. waive demand, protest, and notice of protest, or dishonor of any check, draft, note, bill, certificates of deposit or other instruments made, drawn, or indorsed by the financial institution;
- e. act for the Village of Jefferson in the transaction of all other business (whether or not it is of the kind, nature or character specified in this certificate) on the Village of Jefferson's behalf with the financial institution, including but not limited to executing contracts and delegating person to engage in transaction in connection with such contracts;
- f. open and maintain an account in the name of the Village of Jefferson (any account so opened shall be bound by the provisions of this certificate);
- g. certify to the financial institution the names of the Authorized Signatories and shall certify such change to the financial institution, and the financial institution shall be fully protected in relying on such certification, or refusing to honor the signature of any individual not so certified;
- h. delegate other person(s) to perform any of the foregoing acts;

(iv) Names or Titles of Authorized Signatories:

Patricia A Fisher

James Chiacchiero

Chris Mackensen

(When only titles are used, this resolution must be accompanied by an Incumbency Certificate)

FURTHER RESOLVED, that:

**SECTION 10:** the financial institution is authorized to honor, receive, certify, or pay all instruments signed in accordance with this certificate even though drawn or indorsed to the order of any Authorized Signatory signing the same, tendered for cash, or in payment of a personal obligation or for deposit into a personal account of said Authorized Signatory and the financial institution is not required or obligated to inquire into the circumstances of the issuance or use of any instrument signed in accordance with this certificate, or the application, or disposition of such instrument, or the proceeds thereof;

**SECTION 11:** overdrafts, if any, shall not be considered to be a loan; and

**SECTION 12:** the provisions of this certificate shall remain in full force and effect until written notice of its amendment or rescission shall have been received by the financial institution

and the financial institution has a reasonable amount of time to act upon such notice, and that receipt of such notice shall not affect any action taken by the financial institution prior thereto.

FURTHER RESOLVED, that the undersigned be, and hereby is, authorized and directed to certify to the financial institution the foregoing resolutions and that the provisions thereof are in conformity with the laws and regulations governing the Village of Jefferson.

I further certify that there is no provision in the law or regulations governing the Village of Jefferson which limits the power of the Village of Jefferson to pass the foregoing resolutions and that the same are in conformity with the law and regulations governing the Village of Jefferson, have not be modified or rescinded and are in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \_\_\_\_\_ of \_\_\_\_\_ 2025.

Approved:

\_\_\_\_\_  
JANES CHIACCHIERO, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. FISHER,  
CLERK-TREASURER

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Jason Fairchild  
Village Solicitor

**ORDINANCE NO. 2025-O-\_\_3370\_\_**

**AN ORDINANCE SETTING FORTH THE PAY FOR SALARIED, HOURLY, AND PART-TIME EMPLOYEES OF THE VILLAGE OF JEFFERSON, OHIO**

**WHEREAS** the Council of the Village of Jefferson has determined that it is necessary and proper to change the pay for salaried, hourly, and part-time employees of the Village of Jefferson, for the positions and for the rates more specifically set forth hereafter.

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

**Section 1:** The employment positions and rates of pay for those positions are established as follows with an effective date of March 31, 2025:

<b>Department</b>	<b>Entrance</b>	<b>6 months Step 1</b>	<b>Year 1-2 Step 2</b>	<b>Year 2-3 Step 3</b>
<b>Administration</b>				
Administrator	Per Contract	Per Contract	Per Contract	Per Contract
Admin. Assistant	\$26.25/hr.	\$26.78/hr.	\$27.30/hr.	\$27.83/hr.
Part Time				
Administrative Support	\$20.44/hr.	\$21.49/hr.	\$21.49/hr.	\$21.49/hr.
<b>Police Department</b>				
Police Chief	Per Contract	Per Contract	Per Contract	Per Contract
Deputy Chief	\$61,149.80	\$62,241.80	\$63,333.80	\$63,333.80
Lieutenant	\$27.83/hr.	\$27.83/hr.	\$28.35/hr.	\$28.35/hr.
Sergeant	\$26.89/hr.	\$26.89/hr.	\$27.42/hr.	\$27.42/hr.
Patrolman	\$25.01/hr.	\$25.54/hr.	\$26.06/hr.	\$26.59/hr.
Part Time Class B (Road Qualified)	\$21.28/hr.	\$21.81/hr.	\$22.33/hr.	\$22.86/hr.
Part Time Class C (Non Road Qualified)	\$18.59/hr.	\$18.59/hr.	\$18.59/hr.	\$18.59/hr.
Police Secretary	\$19.92/hr.	\$20.44/hr.	\$20.97/hr.	\$21.49/hr.
Volunteer Auxiliary				
Part Time School Resource Officer				
<b>Wastewater Treatment Plant</b>				
Operator Class II (Foreman)	\$32.55/hr.	\$33.08/hr.	\$33.60/hr.	\$33.60/hr.
Operator Class II	\$27.83/hr.	\$28.35/hr.	\$28.80/hr.	\$29.40/hr.
Operator Class I	\$25.73/hr.	\$26.25/hr.	\$26.78/hr.	\$27.30/hr.
Laborer/Driver – Waste Water	\$23.63/hr.	\$24.15/hr.	\$24.68/hr.	\$25.20/hr.

Part Time Temporary Laborer	\$17.79/hr.	\$18.31/hr.	\$18.31/hr.	\$18.31/hr.
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**Street Department**

Working Foreman	\$28.12/hr.	\$28.64/hr.	\$29.17/hr.	\$29.17/hr.
Equipment Operator	\$22.98/hr.	\$23.51/hr.	\$24.03/hr.	\$24.56/hr.
Driver/Laborer – Streets	\$21.53/hr.	\$22.05/hr.	\$22.58/hr.	\$23.10/hr.
Utility/Maintenance	\$19.07/hr.	\$19.59/hr.	\$20.12/hr.	\$20.64/hr.
Part Time Laborer	\$17.79/hr.	\$18.31/hr.	\$18.31/hr.	\$18.31/hr.

**Recreation/Community Center**

Recreation/Parks Supervisor	\$20.69/hr.	\$21.21/hr.	\$21.74/hr.	\$22.26/hr.
Part Time Front Desk Support	\$14.72/hr.	\$15.25/hr.	\$15.25/hr.	\$15.25/hr.
Part Time Clerical/Administrative Support	\$17.14/hr.	\$17.66/hr.	\$17.66/hr.	\$17.66/hr.
Part Time Senior Coordinator	\$18.38/hr.	\$18.90/hr.	\$18.90/hr.	\$18.90/hr.
Van Driver	\$17.14/hr.	\$17.66/hr.	\$17.66/hr.	\$17.66/hr.
Part Time Custodian	\$15.41/hr.	\$15.94/hr.	\$15.94/hr.	\$15.94/hr.
Part Time Temporary Employee	\$14.00/hr.	\$14.52/hr.	\$14.52/hr.	\$14.52/hr.

**Fire Department**

Chief	\$12,964.62	\$12,964.62	\$12,964.62	\$12,964.62
1st Assistant	\$7,697.72	\$7,697.72	\$7,697.72	\$7,697.72
2nd Assistant	\$7,697.72	\$7,697.72	\$7,697.72	\$7,697.72
Captain	\$4,027.40	\$4,027.40	\$4,027.40	\$4,027.40
Lieutenant	\$3,439.04	\$3,439.04	\$3,439.04	\$3,439.04
Fire Inspector (Max. 50 inspections per year)	\$100.00	\$100.00	\$100.00	\$100.00
Fire Runs	\$20.61/hr.	\$21.14/hr.	\$21.14/hr.	\$21.14/hr.
Fire Training	\$14.12/hr.	\$14.65/hr.	\$14.65/hr.	\$14.65/hr.

**Clerk Treasurer**

Clerk Treasurer Assistant	\$21.03/hr.	\$21.56/hr.	\$22.08/hr.	\$22.61/hr.
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**Section 2:** Each new employee hired by the Village will be placed in either the Entrance, Step 1, Step 2 or Step 3 wage schedule above based upon that individual's experience as determined and/or recommended by the Village Administrator.

**Section 3:** Whenever there is a change in an employee's rate of pay, the new rate of pay shall take effect at the beginning of the next pay cycle following the event that caused the employee's rate of pay to change.



**Section 4:** Non-supervisory employees who act in a supervisory capacity, as determined by the Village Administrator, shall be paid \$1.00 per hour in addition to their current wage scale.

**Section 5:** In addition to the employee's regular salary, the Village will pay an amount equal to ten percent (10%) of the employee's regular salary to the appropriate retirement system (Ohio Public Employees Retirement System or Ohio Police and Fire Pension Fund), as the employee contribution to same. An employee shall not have the option to take cash in lieu of this contribution. This obligation to pay ten percent (10%) of the employee's regular salary to the appropriate retirement system shall not apply to volunteer firemen unless the volunteer firemen qualify to participate in the Ohio Police and Fire Pension Fund.

**Section 6:** Employees assigned by their supervisor to work in a position with a higher pay grade shall receive pay at the higher rate for the time worked in said position.

**Section 7:** This Ordinance shall replace any previous version of this legislation and supersedes any current legislation that may be in conflict with this legislation.

**Section 8:** That this Ordinance shall take effect at the earliest date allowed by law.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.**

\_\_\_\_\_ Yeas      \_\_\_\_\_ Nays

Effective Date: \_\_\_\_\_

**AUTHENTICATION:**

\_\_\_\_\_  
Patricia A. Fisher  
Clerk/Treasurer of Council

\_\_\_\_\_  
James Chiacchiero  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Jason L. Fairchild, Esq.  
Village Solicitor

**RESOLUTION NO. 2025-R- 3371**

**A RESOLUTION ENACTING AND ADOPTING AMENDED AND UPDATED  
CODE OF ORDINANCES OF THE VILLAGE OF JEFFERSON, OHIO,  
PUBLISHED BY AMERICAN LEGAL PUBLISHING CORPORATION, AND  
COPYRIGHTED 2024.**

**WHEREAS**, American Legal Publishing Corporation of Cincinnati, Ohio, has prepared an updated and amended Code of Ordinances of the Village of Jefferson, which contains legislation current through Ordinance 3346 and Resolution 3338 State legislation current through 2-28-2023.

**WHEREAS**, it is the intent of the Council of the Village of Jefferson to accept and adopt the above referenced updated and amended Code of Ordinances of the Village of Jefferson and adopt said Code of Ordinances of the Village of Jefferson in its entirety, and

**WHEREAS**, it is necessary to provide for the usual daily operation of the Village of Jefferson and for the immediate preservation of the public peace, health, safety and general welfare of the Village that this Resolution take effect at an early date.

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

Section 1: That the updated and amended Code of Ordinances of the Village of Jefferson, which contains legislation current through Ordinance 3346 and Resolution 3338 State legislation current through 2-28-2024; and which was prepared by the American Legal Publishing Corporation of Cincinnati, Ohio, be and the same is hereby adopted by reference, as if set out in its entirety herein.

Section 2: Said Code of Ordinances of the Village of Jefferson shall be deemed published as of the day of its adoption and approval by the Council of the Village of Jefferson, and the Clerk of the Village is hereby authorized and ordered to replace all copies of the Codified Ordinances of the Village of Jefferson kept on file in the Office of the Clerk, or kept by other governmental or public offices, or by members of Council, the Village Administrator and the Village Solicitor, with said updated and amended Code of Ordinances.

Passed: \_\_\_\_\_

Approved: \_\_\_\_\_  
Jim Chiacchiero Mayor

Attest \_\_\_\_\_  
Patricia A. Fisher, Clerk-Treasurer

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Jason Fairchild  
Village Solicitor

**RESOLUTION NO. 2025 -R-\_\_3372\_\_**

**A RESOLUTION OPPOSING PROPOSED LEGISLATION (SENATE BILL 43)  
TO ELIMINATE A LODGING TAX WITHIN ASHTABULA COUNTY**

**WHEREAS**, Senate Bill 43, introduced by Senator Sandra O'Brien, proposes changes that would negatively impact Ashtabula County by altering the funding mechanism for the Ashtabula County Convention & Facilities Authority (CFA), which has been instrumental in supporting the Geneva Lodge and Conference Center, as well as the county's broader tourism industry; and

**WHEREAS**, the Council of the Village of Jefferson believes that the passage of Senate Bill 43 would impose undue financial and administrative burdens on the village, its residents, and local governance, ultimately limiting the village's ability to promote economic development and tourism; and

**WHEREAS**, the proposed legislation would eliminate a vital lodging tax that funds the CFA, a tax that is visitor-generated and rarely, if ever, paid by village residents unless they are staying at a local lodging establishment; and

**WHEREAS**, without this lodging tax, the financial burden of supporting economic growth and tourism-related infrastructure would shift to village residents, placing an undue strain on local taxpayers; and

**WHEREAS**, funds generated from the lodging tax have significantly contributed to the county's, as well as the village's tourism industry, which currently has an annual economic impact of \$859.4 million, welcomed 19.5 million visitors in 2023, supports 4,082 jobs, and resulted in \$520.7 million in direct visitor spending, according to the Ashtabula County Visitors Bureau; and

**WHEREAS**, without tourism-generated state and local taxes, it is estimated each local household would need to pay an additional \$1,327 to maintain current government services; and

**WHEREAS**, this is a tax with a purpose, supporting continued growth in our tourism industry within the confines of the laws that govern convention and facilities authorities, just as it functions successfully in other parts of the state with similar CFAs; and

**WHEREAS**, this funding has not only supported the Geneva Lodge and Conference Center, ensuring its success and sustainability, but will also be utilized in the future to enhance tourism throughout Ashtabula County, including areas outside of Geneva-on-the-Lake, such as southern Ashtabula County, Ashtabula, Conneaut, Geneva, Jefferson, and beyond; and

**WHEREAS**, Senate Bill 43 was introduced without any prior consultation with county or village officials, tourism industry leaders, local stakeholders, or other relevant parties, leaving those directly impacted without a voice in the legislative process; and

**WHEREAS**, similar lodging tax structures exist successfully in other regions of Ohio to fund CFAs, and there is no justification for targeting Ashtabula County's successful model while allowing other counties to maintain their funding mechanisms; and

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

**Section 1:** The Council of the Village of Jefferson Council of the Village of Jefferson hereby formally opposes Senate Bill 43 and urges the Ohio General Assembly to reject this legislation in its current form.

**Section 2:** Copies of this resolution be forwarded to Governor Mike DeWine, Senator Sandra O'Brien, members of the Ohio General Assembly, the Ashtabula County Commissioners, and other relevant stakeholders

**Section 3:** It is found and determined that all formal actions of the Council of the Village of Jefferson concerning and relating to the adoption of this Resolution were taken in an open meeting of the Village of Jefferson and that all deliberations of this Village Council and any of its committees that resulted in those formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 4:** This Ordinance shall take effect and be in full force at the earliest period allowed by law.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ Yeas      \_\_\_\_\_ Nays

**AUTHENTICATION:**

\_\_\_\_\_  
Patricia A. Fisher  
Clerk/Treasurer of Council

\_\_\_\_\_  
James Chiacchiero  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPROVED AS TO LEGAL FORM:**

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Jason L. Fairchild, Esq.  
Village Solicitor

**Village of Jefferson, Ohio**  
**EMPLOYMENT APPLICATION**

Please return to:  
Village of Jefferson  
27 E Jefferson St  
Jefferson, OH 44047  
ATTN: Employment Application

**Instructions:** It is important that you fill out all sections of this application completely and to the best of your ability. Your application will be used as part of the certification process and therefore should represent your best effort. Incomplete applications will NOT be considered.

Name Boornhower Ricky Lynn  
Last First Middle

Present Address [Redacted] Jefferson Oh 44047  
Street Village State Zip Code

Telephone (H) [Redacted] (W) [Redacted] (Cell) [Redacted] Social Security No. \_\_\_\_\_

What position are you applying for? Part time custodian (SSN is not required)

Are you currently employed by the Village of Jefferson? Yes \_\_\_\_\_ No x

If yes, which Department? \_\_\_\_\_

Have you previously worked for the Village of Jefferson? Yes \_\_\_\_\_ No x If yes, when? \_\_\_\_\_

Name, relationship and position held by any of your relatives now employed by the Village \_\_\_\_\_

May we contact your present employer? Yes \_\_\_\_\_ No x Lowest acceptable salary \$ 12.50 an hour

**EDUCATION**

Name the last elementary or high school attended Ashtabula High School

Address Ashtabula Ohio

Circle Highest Grade Completed 1 2 3 4 5 6 7 8 9 10 11 12

Are you a high school graduate? Yes x No \_\_\_\_\_

Do you possess a high school equivalency certificate (GED)? Yes \_\_\_\_\_ No \_\_\_\_\_

**COLLEGE OR OTHER TRAINING AFTER HIGH SCHOOL**

Name and Address of College or Trade School Attended	Attendance		Major Specialty	Type of Diploma, Degree License or Certificate earned
	From	To		

**SPECIAL SKILLS AND TRAINING**

Please list the kinds of office equipment or construction equipment you can operate Fork lift

Number of words per minute: Typing na

If required for the position for which you are applying, please answer the following:

Do you have a valid Ohio Driver's license? Yes  No

**PERSONAL REFERENCES - DO NOT LIST RELATIVES**

Name and Occupation	Address	Phone
1. Steffel Hofstetter	61 W. Jefferson St	[REDACTED]
2. Wendell Obemyer	Garret Rd.	[REDACTED]
3. Ernest Barbey	Ashtabula, Ohio	[REDACTED]

**FOR POLICE AND FIRE APPLICANTS ONLY**

Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

**EMPLOYMENT HISTORY**

Include military history, part-time, temporary, and seasonal employment

If you need additional space, please use the space for additional or explanatory information below or attach additional pages as requested.

List present or last employer first

<b>1. Employer</b> Centerra co-op	<b>Your Job Title</b> Part time yard man
<b>Address</b> 161 E. Jefferson St	<b>Describe Your Work</b>
<b>Supervisor</b> Christie Evans	
<b>Supervisor's Title</b> Manager	
<b>Telephone</b> 440-576-3010	Load and unload trucks. Fill Customer Orders
<b>Employed From</b> 4-13-23	
<b>Employed To</b> Present	
<b>Starting Salary</b> 12,000 <b>Per</b> 12.00	
<b>Ending Salary</b> <b>Per</b>	<b>Reason For Leaving</b>
<b>Account for time between jobs</b>	



<b>2. Employer</b> U.S Postal Service	<b>Your Job Title</b> Letter Carrier
<b>Address</b> 37 W. Jefferson St	<b>Describe Your Work</b>
<b>Supervisor</b> Dee Simne	
<b>Supervisor's Title</b> Postmaster	
<b>Telephone</b> 440-576-2956	Deliver mail and packages
<b>Employed From</b> 8-1-87	
<b>Employed To</b> 4-1-2023	
<b>Starting Salary</b> 60.000 Per 25.00	
<b>Ending Salary</b> 70.000 Per 32.00	<b>Reason For Leaving</b> Retired
<b>Account for time between jobs</b>	

<b>3. Employer</b> U.S Air force	<b>Your Job Title</b> Pavement Maintenance Specialist
<b>Address</b>	<b>Describe Your Work</b>
<b>Supervisor</b>	
<b>Supervisor's Title</b>	
<b>Telephone</b>	
<b>Employed From</b>	
<b>Employed To</b>	
<b>Starting Salary</b> Per	
<b>Ending Salary</b> Per	<b>Reason For Leaving</b> Honorable Discharge
<b>Account for time between jobs</b>	

Have you ever been convicted of a felony or a misdemeanor in which a fine in excess of \$50 was imposed within the last 10 years? Yes \_\_\_ No <sup>x</sup> (This question will not necessarily exclude you from employment, but will be used to weigh the relationship between the offense(s) and the position applied for.) Include convictions of a general court-martial while in the military service.

Use this space for additional or explanatory information or other information you consider relevant for consideration of your application for employment.

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The information supplied by me in this application is complete and true to the best of my knowledge and belief. I understand that my misstatement of material facts will cause forfeiture of all my rights to any employment or result in dismissal from employment, if hired, in the service of the Village of Jefferson.

I authorize the release of any job-related information that the Village of Jefferson may request from the above sources including the physician's records which may exist now or in the future. Yes<sup>x</sup>  No

I understand that I am required to pass a physical examination to establish my ability to perform certain jobs. I understand that my fingerprints and police record will be checked.

Date Signed 2-17-2025 Signature *Rickie L. Boomhauer*

**THE VILLAGE OF JEFFERSON IS AN EQUAL OPPORTUNITY EMPLOYER**

Your application will be considered solely on merit.

**Jefferson Fire Department Application**



**Jefferson Fire Department**  
**Application**

**Answer all the following completely and accurately. Any falsification or misstatements of fact will be sufficient to disqualify you summarily.**

**Rev. 10/12/22**

Jefferson Fire Department Application

Name: Miller Nathaniel James

Last

First

Middle

Address: 165 west satin st apt 12

Phone: [REDACTED] [REDACTED]

Citizenship? yes If not U.S.A citizen, must present your immigration papers.

License Information:

Valid driver's license? (Yes / No) If yes, driver's license number [REDACTED]

Valid C.D.L. (Yes / No) If yes, what class \_\_\_\_\_

Do you own or lease your vehicle (Own / Lease) Vehicle Insurance (Yes / No)?

Have you ever been involved in a motor vehicle accident (Yes / No) if yes, give details for each accident:

Date: 11 / 21 Location Jefferson

Cause of accident failure to control Police Dept. OSP

Date: \_\_\_\_\_ Location \_\_\_\_\_

Cause of accident \_\_\_\_\_ Police Dept. \_\_\_\_\_

Jefferson Fire Department Application

List below all traffic citation you have received:

Location (City)	Approx. Date	Violation	Police Dept.	Court
Jefferson	11/21	failure to control	CSP	juvenile

Have you ever been arrested or detained by any law enforcement agency excluding minor traffic citations (Yes / No) If yes, Charge: \_\_\_\_\_ Date: \_\_\_\_\_

Arresting agency: \_\_\_\_\_ Disposition: \_\_\_\_\_

If yes, Charge: \_\_\_\_\_ Date: \_\_\_\_\_

Arresting agency: \_\_\_\_\_ Disposition: \_\_\_\_\_

**Education:**                      Name/Location                      Number of years                      Graduate                      Subjects studied

Grammar school				
High school	Jefferson High	1	Yes	
College				
Trade or Business	Ashtabura County technical career center	3	Yes	diesel mechanics
Other				

Special skills, Hobbies and Civic Activities: \_\_\_\_\_  
 \_\_\_\_\_

U.S. Military Service: (Yes / No) If yes Rank \_\_\_\_\_

Active Reserve? (Yes / No)                      Fire / First Aid Experience (Yes / No)

Jefferson Fire Department Application

**Emergency Contact:**

Jennifer Miller [REDACTED] 165 West Sutton St apt 12  
 Name Phone Address

Do you Rent, Own, live in Jefferson Fire Dept. District yes  
 How Long? 6 yrs

Previous experience in Fire Service? (Yes / No) If yes, Where \_\_\_\_\_

**Positions:**

Interior: (Yes / No) Exterior: (Yes / No) Engineer: (Yes / No) Rescue: (Yes / No)

Date you can start. 1 / 21 / 25

**Former Employment: (Starting with present first)**

Month / Year	Name	Address	Position	Reason Leaving
1 / 25	Jefferson rescue	11 S market St	Emt	
6/22 - 7/24	Larson trucking	1434 W. 25th Rd UH	Diesel mechanic	Pursue Ems
5/20 - 11/22	KDS, Inc winwards	636 Jefferson Rd UH Geneva OH	kitchen worker	Do diesel fulltime

**References: (Give the names of three persons not related and have known at least one year)**

Name	Phone	Address
Joe Edison	<span style="background-color: black; color: black;">[REDACTED]</span>	11 S market St
Jake Rice	<span style="background-color: black; color: black;">[REDACTED]</span>	11 S market St

Jefferson Fire Department Application

I Certify the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I understand that if accepted onto the Jefferson Fire Department, I shall obey the rules, regulations and By-Laws of the Department and the Village of Jefferson and the orders of its duly elected officers. I will always avail myself in a professional manner, while on scene or in the public eye.

I authorize investigation of all statements contained herein and the references listed above to give you all information concerning my previous employment and any pertinent information they may have and release all parties from all liabilities for any damage that may result from furnishing same to you.

Print Name: Nathaniel J Miller

Sign: 

Date: 1/12/25

Page 6 is to be filled out by the reviewing officials.

Jefferson Fire Department Application

Advisory Board Interview

Interviewed by: Casper McManis Date: 1-15-25  
Interviewed by: Adam Lee Date: 1-15-25  
Interviewed by: Joe Edison Date: 1-15-25

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Advisory Board Approved (Yes / No)  Yes

Staff Officers Interview

Interviewed by: [Signature] Date: 1/15/25  
Interviewed by: [Signature] Date: 1/15/25  
Interviewed by: [Signature] Date: 1-15-25  
Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Interviewed by: [Signature] Date: 1-15-25

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Staff Officers Approved (Yes / No)  Yes

OKay To Submit To  
Village Chief Tom Lumbrey  
2-14-25 6 of 6



# Nathaniel Miller

165 West Satin, Apt. 12 - Jefferson, Ohio 44047 [REDACTED]

**Personal Profile** Motivated individual with a strong work ethic, positive attitude, exceptional communication skills and creative ability. Always willing to learn and deepen my understanding, eager to work and use my abilities to make a difference in the workforce. I'm looking to expand my knowledge, career, possibilities and potential. Looking to change my career path to EMS and Fire.

## Skills

- Computer
- Customer Service
- Preventative Maintenance on Automotive Engines
- Diesel / Heavy Equipment Knowledge
  - Emergency Medical Knowledge
- Identify Diesel Engine Parts
- Operate / Move Heavy Equipment
- Good Work Ethic
- Knowledge of Tools and Materials

## Employment History

Kitchen Worker  
May 2020- Nov. 2022

Kosicek Vineyard  
Owner: Tony Kosicek [REDACTED] Geneva, Ohio 44041

Truck Mechanic  
Jun. 2022- Jul. 2024

Larson Trucking  
Owner: Jarod Larson [REDACTED] Jefferson, Ohio 44047

Emergency Medical Technician  
Jan. 2025- Present

Jefferson Emergency Rescue District  
Captain: Jake Rice [REDACTED] Jefferson, Ohio 44047

## Activities

2022-Present  
2022-Present

Help the Ashtabula County Fair Directors set up  
70+ Hours of Community Service

## Awards and Special Recognition

- OSHA 10 hr. Certification
- Diesel/ Heavy Duty Technology Certification
- Automotive Chemical Certification
- Valvoline Oil Institute Certification
- Pollution Prevention Certification

## Education

Ashtabula County Career and Technical Campus  
1565 State Route 167

Power Sports and Outdoor Equipment  
Instructor: Jeff Stuyvesant

**Jefferson, Ohio 44047**

**Jefferson Area High School  
207 W Mulberry St  
Jefferson, Ohio 44047**

**UH Conneaut Emt Program  
158 W Main Rd  
Conneaut, Ohio 44030**

**Emergency Medical Technician  
Instructor: Chris Bartone**

# CONSENT LEGISLATION

RC 5521.01

Ordinance/Resolution# 2025-R- 3367

PID No. 120990

County/Route/Section ATB US 20/SR 307 03.94/7.80

The following is a Resolution \_\_\_\_\_ enacted by the Village of Jefferson of Ashtabula  
(An Ordinance/a Resolution) (Local Public Agency)  
County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

## **SECTION I - Project Description**

WHEREAS, the LPA/STATE has identified the need for the described project:

Resurfacing of SR-307 from the W Corp Limit to SR-46 in the Village of Jefferson.

NOW, THEREFORE, be it ordained by the Village of Jefferson of Ashtabula County, Ohio.  
(LPA)

## **SECTION II - Consent Statement**

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

## **SECTION III - Cooperation Statement**

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

The State shall assume and bear 100% of all of the costs of the improvement.

The LPA further agrees to pay One Hundred Percent (100%) of the cost of those features requested by the LPA which are determined by the State and Federal Highway Administration to be unnecessary for the Project.

## **SECTION IV – Utilities and Right-of-Way Statement**

The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.

## **SECTION V - Maintenance**

Upon completion of the described Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal law, including, but not limited to, 23 USC 116; (2) provide ample financial provisions, as necessary, for the maintenance of the Project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

## **SECTION V - Authority to Sign**

The Village Administrator of said Village of Jefferson is hereby empowered on  
(Contractual Agent) (LPA)

behalf of the Village of Jefferson to enter into contracts with the Director of Transportation  
(LPA)  
which is necessary to complete the above-described project.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2025.**  
\_\_\_\_\_ Years \_\_\_\_\_ 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

CERTIFICATE OF COPY  
STATE OF OHIO

Village of Jefferson of Ashtabula County, Ohio,  
(LPA)  
Patricia Fisher, as Clerk of the Village of Jefferson  
(LPA)  
of Ashtabula County, Ohio, does hereby certify that the forgoing is a true and  
correct copy of the Resolution adopted by the legislative Authority of the said  
(Ordinance/Resolution)  
Village of Jefferson on the \_\_\_\_\_ day of \_\_\_\_\_, 20 25  
(LPA)  
that the publication of such Resolution has been made and certified of  
(Ordinance/Resolution)  
record according to law; that no proceedings looking to a referendum upon such  
Resolution has been taken; and that such Resolution  
(Ordinance/Resolution) (Ordinance/Resolution)  
and certificate of publication thereof are of record in \_\_\_\_\_ Page \_\_\_\_\_  
(Ordinance/Resolution Record No.)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if  
applicable, this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Clerk

**ORDINANCE NO. 2025-O-\_\_3368\_\_**

**AN ORDINANCE REPEALING CHAPTER 1022.03 OF THE CODE OF ORDINANCES OF THE VILLAGE OF JEFFERSON, OHIO PERTAINING TO THE SURFACE APPLICATION OF BRINE**

**WHEREAS**, Council has been advised of the need to repeal Chapter 1022.03 of the Code of Ordinances of the Village of Jefferson, Ohio pertaining to the surface application of bring:

**WHEREAS**, Chapter 1022.03 presently reads as follows:

**§ 1022.03 SURFACE APPLICATION OF BRINE.**

The surface application of brine to roads, streets, highways and other similar land surfaces within the village for control of dust or ice is hereby permitted, subject to the following standards:

- (a) Brine shall not be applied:
  - (1) To a water-saturated surface;
  - (2) Directly to vegetation near or adjacent to surfaces being treated;
  - (3) Within 12 feet of structures crossing bodies of water or crossing drainage ditches; or
  - (4) Between sundown and sunrise, except for ice control.
- (b) The discharge of brine through the spreader bar shall stop when the application stops.
- (c) The applicator vehicle shall be moving at a speed of at least five miles per hour at all times while the brine is being applied.
- (d) The maximum spreader bar nozzle opening shall be three-quarters of an inch in diameter.
- (e) The maximum uniform application rate of brine shall be 3,000 gallons per mile on a 12-foot wide road or three gallons per 60 square feet on unpaved lots.
- (f) The applicator vehicle discharge valve shall be closed between the brine collection point and the specific surfaces that have been approved for brine application.
- (g) Any valves that provide for tank draining other than through the spreader bar shall be closed during the brine application and transport.
- (h) The angle of discharge from the applicator vehicle spreader bar shall be not greater than 60 degrees from the perpendicular to the unpaved surface.
- (i) Only the last 25% of the contents of an applicator vehicle shall be allowed to have a pressure greater than atmospheric pressure; therefore, the first 75% of the contents of an applicator vehicle shall be discharged under atmospheric pressure.

**WHEREAS**, Council finds it to be in the best interest of the Village to repeal Chapter 1022.03 of the Code of Ordinances 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 Chapter 1022.03 of the Code of Ordinances of the Village of Jefferson, Ohio is hereby repealed.

**Section 2.** That any and all ordinances or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

**Section 3.** 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 at the earliest date allowed by law.

**Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2025.**

\_\_\_\_\_ 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