

VILLAGE OF JEFFERSON COUNCIL MEETING

Minutes and Videos from each Council Meeting are available at Jeffersonohio.gov

Monday, August 17, 2026.

Meeting Called to Order by: Mayor Steven Sekanina

Pledge of Allegiance:

Moment of Silence

Opening Prayer: St Joseph Catholic Church

Swearing in: Fiscal Officer Jamie Arcaro

Roll Call of Council: Belden, Bradek, Damon, Febel, Roderick, Skinner

Corrections or Additions to the Agenda

Minutes: Addition/Correction

Motion by Councilperson Skinner to approve the Council Meeting Minutes of August 3, 2026.
2nd

Roll: All yea, motion carried

Also Present: Blaze Burr, Kayla Burr, Marianne Narti, Stephanie Wessell, Judy Maloney, John Perrotti

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

DEPARTMENTS

Administrator Manor

Administrator's Report – August 17, 2026

To: Mayor Steven Sekanina and Members of Council

From: Andria R. Manor, Village Administrator

Subject: Administrator's Report

Reporting Period Ending August 14, 2026

PROJECT STATUS

Wastewater Treatment Plant Projects

VILLAGE OF JEFFERSON COUNCIL MEETING

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Project	Current Status	Funding	Project Cost
EQ Basin	OPWC-R39 – Contract awarded to Union Industrial	Engineering Grant: \$386,000; WPCLF Loan: \$500,000	\$1,728,000
Clarifier – Phase 1	OPWC-R38 – Contract awarded to Union Industrial	Grant: \$207,500; Loan: \$50,000	\$615,000
Clarifier – Phase 2	OPWC-R39 – Bid opening held August 13, 2026	Grant: \$216,000 Loan: \$400,000	704,000
Clarifier – Phase 3	OPWC-R40 – Submitted to DOD/EPA; resubmitting to OPWC-R40	Requested Grant: \$206,000; Loan: \$50,000	\$389,000

Engineer: Verdantas

Street & Transportation Projects

Project	Current Status	Funding	Project Cost
East Walnut Street	OPWC-R40 – Bid opening scheduled for August 27, 2026	Grant Awarded: \$287,200	\$322,800
Traffic Study	SS4A Grant – Project underway	Grant Awarded	\$150,000

Engineer/Consultant: Verdantas

DEPARTMENT UPDATES

Street Department

Personnel Recommendation

- I recommend the lateral transfer of **Bill Hitchcock** to the position of **Senior Street Specialist** within the Street Department. This lateral transfer will maintain Mr. Hitchcock's current rate of pay and applicable benefits.
- I respectfully recommend the promotion of **Blaze Burr** to the position of Working Foreman/**Street Department Supervisor**, effective upon Council approval, at **Step 3 of the Village's wage schedule**.

Operations

- Staff have continued painting traffic lines throughout the Village.

Zoning & Planning

- Demolition of the former **BP station** is anticipated to begin this week.

Recreation Department

- No significant updates to report for this reporting period.

Wastewater Treatment Plant

- The **Clarifier Improvement Phase 2 bid opening** was held on **August 13, 2026**. The Village received one bid from **Union Industrial Contractors, Inc.** in the amount of **\$704,000**.

Council Action Requested: I recommend awarding the **Wastewater Treatment Plant Clarifier Improvements – Phase 2** contract to **Union Industrial Contractors, Inc.** in the amount of **\$704,000**, based on the recommendation of **Verdantas**.

VILLAGE OF JEFFERSON COUNCIL MEETING

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UPCOMING PROJECT DATES

- **August 27, 2026** – East Walnut Street Bid Opening

Councilperson Damon asked if there was any news on the Hardees building. Now letters were sent out July 28 and another round of letters on August 17.

Fiscal Office Arcaro

Payroll Reports

Motion by Councilperson Febel to approve Fiscal Officer Arcaro and Assistant Fiscal Officer Mandy Berkowitz to attend the annual Ohio Association of Public Treasurers October 6th through Oct 8th, 2026. The Cost to the Village will be \$225.00 for mileage reimbursement.
2nd

Roll: All yea, motion carried

FYI: State Auditor for 2023 and 2024 has been finalized.

Police Chief Mackensen

No Report

Interim Fire Chief Edison

No Report

COMMITTEE REPORTS

Building and Lands

Bradek/Belden

Committee Report: No report

Ordinance No. 26-O-3455

An Ordinance establishing a moratorium on accepting for filing and consideration, and/or issuing zoning and/or occupancy permits for any building, structure, use or change of use

VILLAGE OF JEFFERSON COUNCIL MEETING

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involving Data Centers as a principal use for a period not to exceed twelve (12) months; and declaring an emergency.

Motion by Councilperson Bradek for the First Reading of Ordinance No. 26-O-3455

2nd

Roll: All yea, motion carried

Motion by Councilperson Bradek to Suspend Council Rules on Ordinance No. 26-O-3455

2nd

Roll: All yea, motion carried

Motion by Councilperson Bradek to Adopt Ordinance No. 26-O-3455

2nd

Roll: All yea, motion carried

Finance

Roderick/Damon

Committee Report: No report

Ordinance No. 26-O-3445

An Ordinance amending chapter 1610 of the code of Ordinances of the Village of Jefferson, Ohio by adding § 1610.13 to chapter 1610 to establish a Fire-Damaged security fund pursuant to and consistent with Ohio Revised Code § 3929.86

Motion by Councilperson Roderick for the Third Reading of Ordinance No. 26-O- 3445

2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to Adopt Ordinance No. 26-O-3455

2nd

Roll: All yea, motion carried

Resolution No. 26-R-3446

A Resolution establishing a Fire-Damaged Security Fund (FDSF) (705) for the accounting of funds received and expenses incurred pursuant to and consistent with Village Ordinance § 1610.13 and Ohio Revised Code § 3929.86

VILLAGE OF JEFFERSON COUNCIL MEETING

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Motion by Councilperson Roderick for the Third Reading of Resolution No. 26-R- 3446
2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to Adopt Resolution No. 26-R- 3446
2nd

Roll: All yea, motion carried

Ordinance No. 26-O-3450

An Ordinance to Supplement current expenses and other expenditures of the Village of Jefferson, Ohio during Fiscal year ending December 31, 2026

Motion by Councilperson Roderick for the Second Reading of Ordinance No. 26-O- 3450
2nd

Roll: All yea, motion carried

Ordinance No. 26-O-3458

An Ordinance setting forth the pay for salaried, hourly, and part-time employees of the Village of Jefferson, Ohio and declaring an emergency

Motion by Councilperson Roderick for the First Reading of Ordinance No. 26-O- 3458
2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to Suspend Council Rules on Ordinance No. 26-O- 3458
2nd

Roll: All yea, motion carried

Motion by Councilperson Roderick to Adopt Ordinance No. 26-O- 3458
2nd

Roll: All yea, motion carried

Forestry

Skinner/Febel

Committee Report: No report

Recreation

VILLAGE OF JEFFERSON COUNCIL MEETING

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Febel/ Roderick

Committee Report: No Report

Safety

Belden/Bradek

Committee Report: No Report

Resolution No. 26-R-3456

A Resolution authorizing the Village Administrator and/or Village Fiscal Officer to accept the Safe Streets Grant awarded to the Village of Jefferson by the U.S. Department of Transportation which is identified as Federal Award No. 693JJ32640569 and to use and account for those funds in accordance with the grant requirements, and declaring an emergency

Motion by Councilperson Belden for the First Reading of Resolution No. 26-R-3456

2nd

Roll: All yea, motion carried

Motion by Councilperson Belden to Suspend Council Rules on Resolution No. 26-R-3456

2nd

Roll: All yea, motion carried

Motion by Councilperson Belden to Adopt Resolution No. 26-R-3456

2nd

Roll: All yea, motion carried

Motion by Councilperson Belden to approve Jeromey Cummins to attend the Child Sexual Abuse Investigation training September 23-25, 2026. The Cost to the Village will be \$325.00.

2nd

Roll: All yea, motion carried

Utilities/Wastewater Treatment/

Service

Damon/Skinner

Committee Report: No report

Resolution No. 26-R-3457

A Resolution authorizing the Village Administrator to apply for, accept, and enter into a Water Pollution Control Loan Fund (WPCLF) agreement on behalf of the Village of Jefferson for

VILLAGE OF JEFFERSON COUNCIL MEETING

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construction of Wastewater facilities; and designating a dedicated repayment source for the loan, and declaring an emergency

Motion by Councilperson Damon for the First Reading of Resolution No. 26-R-3457

2nd

Roll: All yea, motion carried

Motion by Councilperson Damon to Suspend Council Rules on Resolution No. 26-R-3457

2nd

Roll: All yea, motion carried

Motion by Councilperson Damon to Adopt Resolution No. 26-R-3457

2nd

Roll: All yea, motion carried

Motion by Councilperson Damon to accept the Administrators recommendation to accept the Clarifier Improvements- Phase 2 from Union Industrial Contractors Inc.

2nd

Roll: All yea, motion carried

Resolution No. 26-R-3459

A Resolution authorizing the Village Administrator to enter into a contract with Union Industrial Contractors, INC. For the Jefferson Wastewater treatment plant Clarifier improvements - Phase 2 project known as project no. 40066

Motion by Councilperson Damon by Councilperson Damon for the First Reading of Resolution No. 26-R-3459

2nd

Roll: All yea, motion carried

Motion by Councilperson Damon to approve Administrator Manor recommendation to promote Blaze Burr to the Streets Department Supervisor position at the Streets Department effective August 17, 2026.

2nd

Roll: All yea, motion carried

VILLAGE OF JEFFERSON COUNCIL MEETING

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Motion by Councilperson Damon to approve Administrator Manor recommendation to transfer Bill Hitchcock to the Senior Streets Specialist position at the Streets Department effective July 23, 2026.

2nd

Roll: All yea, motion carried

Mayor

Mayor Sekanina informed everyone that Simak is going to start moving equipment to Memorial Park the week following Labor Day with work scheduled to start the week after.

The Next Council Meeting will be held on Tuesday, September 8, 2026

OLD BUSINESS/ NEW BUSINESS

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

CORRESPONDENCE

FYI: Andrews & Pontius July bill

MEETINGS

Adjourn: Motion by Councilperson Skinner to adjourn the Council meeting.

Meeting adjourned at 7:48 p.m.

Submitted by:

Jamie Arcaro, Fiscal Officer