VILLAGE OF JEFFERSON
COUNCIL MEETING

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

Monday, September 21, 2026.

Meeting Called to Order by: Mayor Steven Sekanina

Pledge of Allegiance:

Moment of Silence

Opening Prayer: Jefferson Church of the Nazarene

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

Swearing in of the New Patrolman at the Village of Jefferson Police Department
(John Cudnik)

Corrections or Additions to the Agenda
Recreation meeting minutes are from September 8th not August 8th.
Two Motions being added under Finance Committee.

Minutes: Addition/Correction

Motion by Councilperson Skinner to approve the Council Meeting Minutes of September 8, 2026.
2nd
Roll: All yea, motion carried

Motion by councilperson Febel to accept the Recreation Committee Minutes of ~~August~~ September 8, 2026.
2nd
Roll: All yea, motion carried

Motion by Councilperson Skinner to accept the Jefferson Emergency Rescue Meeting Minutes of September 9, 2026.
2nd
Roll: All yea, motion carried

Motion by Councilperson Febel to accept the Records Commission Meeting Minutes of August 8, 2026.

2nd
Roll: All yea, motion carried

Also Present: John Perrotti, Judy Maloney, Maria Abbott, John Cudnik, Pierino Scrocca

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

DEPARTMENTS
Administrator Manor

ADMINISTRATOR'S REPORT
September 21, 2026
To: Mayor Steven Sekanina and Members of Council
From: Andria R. Manor, Village Administrator
Reporting Period Ending: September 18, 2026

PROJECT STATUS
WASTEWATER TREATMENT PLANT
EQ Basin – OPWC R39
Contract awarded to Union Industrial.
Project Cost: $1,728,000
Funding: $386,000 Engineering Grant | $500,000 WPCLF Loan
Clarifier – Phase 1 (OPWC R38)
Contract awarded to Union Industrial.
Project Cost: $615,000
Funding: $207,500 Grant | $407,500 Loan
Clarifier – Phase 2 (OPWC R39)
Bid opening was held August 13, 2026.
Project Cost: $837,500
Funding: $216,000 Grant | $621,500 Loan
Clarifier – Phase 3 (OPWC R40)
Submitted to DOD/EPA and being resubmitted to OPWC R40.
Estimated Project Cost: $389,000
Requested Funding: $206,000 Grant | $50,000 Loan
Engineer: Verdantas

STREETS & TRANSPORTATION

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East Walnut Street
Bids exceeded the allowable 20% threshold, and the project will be rebid. Drainage work is planned for 2026, with paving scheduled for Spring 2027.
Project Cost: $322,800
Grant Award: $287,200
SS4A Traffic Study
Project is underway.
Project Cost: $150,000
Engineer/Consultant: Verdantas

DEPARTMENT UPDATES
STREET DEPARTMENT

- Mums have been planted in the large flowerpots for fall. The A-Tech class came out and planted them for us.
- Military Banners will begin coming down and will be stored for the winter.
- The parking lots have been paved. Suit-Kote is expected back next Wednesday or Thursday to fog seal the parking areas.
- Crack sealing on Village streets is scheduled for October 2.
- Opening of rebids will be September 24, 2026 at 2PM

ZONING & PLANNING
No report at this time.
RECREATION DEPARTMENT

- The Recreation and Street Departments will be working together to pour additional concrete pads at the park for new trash cans.

WASTEWATER TREATMENT PLANT

Lake City Plating / IonX System

- Sirco has completed installation of the IonX system at Lake City Plating. Lake City Plating is waiting for the operating manual and employee training before placing the new system into operation.
- Sirco has been asked to provide the manual and complete the necessary training so the system can be started as soon as possible.

Flooring will be done in Council Chambers, Meeting room and Administrators and Mayors office on September 22-23, 2026.

<u>Fiscal Office Arcaro</u>

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Payroll Reports

August Month End:

End of Month Summary	**August**	
Total Cash on Hand	$1,000.00	
Andover Bank CD	$52,904.76	
Huntington Bank CD	$47,716.34	
Huntington Bank	$545.66	
Star Ohio 26065	$3,739,330.52	
Payroll Checking	$943.64	
Andover/ First Common Bank Checking	$632,725.22	
Ending Balance	**$4,475,166.14**	11.5%
YTD Revenue	$5,102,901.28	
YTD Expenses	$5,518,268.41	
YTD Encombrances	$8,414,863.79	
Recreation Revenue YTD	$197,166.20	57.83%
Senior Revenue YTD	$31,240.02	44.2%
Income Tax Revenue YTD	$1,631,829.68	-4.7%
Sewer Fee Collections YTD	$679,183.27	4.1%

Motion by Councilperson Roderick to accept the List of Checks paid for August 2026.
2nd
Roll: All yea, motion carried

Councilperson asked in Julys month end report had been submitted. It has not Fiscal Officer Arcaro is still working on it. Councilperson Febel requested the information once completed.

Motion by Councilperson Febel to approve Fiscal Officer Arcaro to attend the Ohio Auditor of State Fall Fiscal Officer Training on October 21, 2026 in Akron. The Cost to the Village will be $110.00 plus mileage reimbursement.
2nd
Roll: All yea, motion carried

Police Chief Mackensen

No Report

Interim Fire Chief Edison

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No Report
FYI- Press Release from Sept. 14, 2026 mobile home fire.
Mayor Sekanina mentioned that the fire burn training has been rescheduled for Friday 9/25/2026 at 3:00pm the location of the burn in Rt 46 North of Market St.
Smoke detector program through the Red Cross is still going on.

COMMITTEE REPORTS

Building and Lands
Bradek/Belden

Committee Report: No report

Finance
Roderick/Damon

Committee Report: No report

Resolution No. 26-R-3461
A Resolution declaring a list of items owned by the Village of Jefferson to be no longer needed for municipal purposes and authorizing the sale of each to the highest and best bidder as is

Motion by Councilperson Roderick for the Second Reading of Resolution No. 26- R-3461
2nd
Roll: All yea, motion carried

Ordinance No. 26-O-3463
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 Roberick for the First Reading of Ordinance No. 26-O- 3463
2nd
Roll: All yea, motion carried

Motion by Councilperson Roderick to Suspend Council Rules on Ordinance No. 26-O-3463

2nd
Roll: All yea, motion carried

Motion by Councilperson Roderick to Adopt Ordinance No. 26-O-3463
2nd
Roll: All yea, motion carried

Motion by Councilperson Roderick to accept the Tax Administrator job description as presented.
2nd
Roll: All yea, motion carried

Motion by Councilperson Roderick to accept the recommendation of Fiscal Officer Arcaro to promote Amanda Berkowitz to Tax Administrator in the Fiscal Office at a Step 2 of the wage ordinance effective September 28, 2026
2nd
Roll: All yea, motion carried

Forestry
Skinner/Febel

Committee Report: No report

Recreation
Febel/ Roderick

Committee Report: No Report
Motion by Councilperson Febel to accept the recommendation by Katie Sweeney to provide Jefferson PTO with a one-year gym membership to use for the annual Jefferson Elementary Reverse Raffle.
2nd
Roll: All yea, motion carried

Safety
Belden/Bradek

Committee Report: No Report

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Ordinance No. 26-O-3460
An Ordinance adopting a Cybersecurity, acceptable use, incident response and Disaster Recovery Policy in accordance with Ohio Revised Code section 9.64

Motion by Councilperson Belden for the Second Reading of Ordinance No. 26-O- 3460
2nd
Roll: All yea, motion carried

Resolution No. 26-R-3462
A Resolution supporting implementation of a Safe Transportation Network to eliminate roadway fatalities and serious injuries, and to complete a roadway safety action plan as a part of the safe streets and roads for all grant from the Federal Highway Administration

Motion by Councilperson Belden for the Second Reading of Resolution No. 26-R-3462
2nd
Roll: All yea, motion carried

Motion by Councilperson Belden to approve Franklin Stone III to attend the Scott Technician Class. The class is an 8-hour class and is held in Ashtabula township. The cost is $200.
2nd
Roll: All yea, motion carried

Utilities/Wastewater Treatment/
Service
Damon/Skinner
Committee Report: No report

Mayor
Simak Trucking delivered equipment to Memorial Park today to start site work. Planning a groundbreaking picture soon.

The Next Council Meeting will be held on Monday, October 5, 2026

OLD BUSINESS/ NEW BUSINESS
FYI- Andrew & Pontius August Statement
FYI- Thank you card from Patty Fisher

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

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CORRESPONDENCE

MEETINGS

FINANCE COMMITTEE MEETING
Monday September 21, 2026
6:45 p.m.
Town Hall
Discussion: Employment- Administration Office

UTILITY/WASTEWATER SERVICE COMMITTEE MEETING
Monday, October 19, 2026
6:00 p.m.
Town Hall
Discussion: Lake City Plating high limit copper issues

Adjourn: Motion by Councilperson Skinner to adjourn the Council meeting.
Meeting adjourned at 7:48 p.m.

Submitted by:
Jamie Arcaro, Fiscal Officer