

**Village of Jacksonville Council Meeting**  
**October 27, 2022**  
**6:30 PM**

The Village of Jacksonville met in regular session with Acting Mayor Butch Chapman presiding and the meeting called to order at 6:30 PM. Council members present were Jay Chapman, Butch Chapman, Clinton Augustine, Rachel Gratz, Angela Strock and Gary Simons. Also present were Fiscal Officer Heather Rockwell, Water Operator Ron Riley, and Fire Chief DJ Henry.

Councilperson Jay Chapman made a motion to excuse Councilperson Rachel Gratz from the October 27, 2022 meeting. Seconded by Councilperson Simons. All Council voted "yes". Motion carried.

Councilperson Butch Chapman made a motion to approve the September 29, 2022 Council Minutes as read. Seconded by Councilperson Simons. All Council voted "yes", except Councilperson Strock who abstained due to being absent from the September 29, 2022 meeting. Motion carried.

Councilperson Gratz arrived at 6:33PM.

Melody Barnhart of the Athens County Emergency Management Agency reported that the disaster siren has been ordered and should be delivered in about eight weeks. Barnhart provided Council with an update regarding the mock disaster exercise scheduled in 2023. An instructor has been hired to assist at the mock disaster exercise. Council tentatively scheduled a work session in January 2023 to work on a disaster plan with Barnhart assisting with development of the plan.

Rockwell reported on behalf of Mayor Smathers. Smathers apologized for not being able to attend recent meetings due to employees on medical leave at his full time job. Smathers has been working double shifts to make up for the shortfall in staff. Smathers will have the proclamations requested by Council ready for the December meeting. In response to a public inquiry, Smathers will have Solicitor Grillo develop a new noise ordinance and a new trash ordinance that will be enforceable by the Athens County Sheriff's Office. In response to barking dog complaints, the owner of the dogs is currently working to rehome one of the dogs. The installation of a gate at the Village Park is currently on hold. Permission would have to be granted by the railway to install a gate. Nefarious activity in the park seems to be lessening the more residents are aware of the issue. Smathers will reaching out to the U.S. Park Service to seek a formal agreement for the Village to continue to use the Grove Park. The Village will continue to mow the grass at the Grove Park in the interim. Smathers plans to begin discussions regarding the 2023 Old Settlers Reunion in January 2023. Railroad Street and Fifth Street speed bump repairs will be included in the 2023 permanent budget. Copies of the Village's current noise and trash ordinances were provided to Council for review. The noise ordinance does not include language regarding nuisances such as barking dogs.

Fire Chief DJ Henry reported Braxton Mitchell will be voted on soon as a new member of the department. Henry stated the MARCs radios are purchased and programmed and should be received and installed soon. Henry reported that Unit 1773 still has a leak, but parts are ordered. Unit 1773 failed pump testing and is being sent for repairs. As soon as the pump issues are repaired it will be tested again. Unit 1775 has a broken motor mount, but replacement parts will be ordered to make repairs. The Fire Department has responded to 12 fire runs in the past month. The Fire Department participated in Fire Safety Week and Trunk or Treat. Air packs and apparatus pumps were tested this month. One air pack had O-rings replaced. Henry stated he will be sending Crystal Beitelchies and Tiara Wamsley to volunteer firefighter training at Coolville and Tri-County. The Jacksonville Firefighters Association purchased ten used pagers to replace non-working units. Henry reported that the hot dogs and buns have been purchased for the Halloween After Party on Saturday, October 29, 2022. Henry asked why he was not informed that the diesel fuel tank was empty earlier this week. Riley and Rockwell discovered that the tank was empty and requested a delivery immediately. The tank has a broken gauge and the vendor was informed two months ago that the gauge needs replaced. Riley stated that he had checked the fuel

level just before he found it empty and there was fuel in the tank. The vendor is having issues fulfilling orders on the schedule previously established with the Village. Fuel was delivered after Riley contacted the vendor. Council discussed developing an emergency back up plan for fuel. Fiscal Officer Rockwell will meet with a local fuel station to see if a suitable arrangement can be made. Council would like the plan drawn up in writing to include stipulations that only the Fire Chief, Fire Officers, Water Operator and Administrator can obtain fuel at the station. Permission must first be granted by the Mayor in a true emergency where fuel will take longer than 24 hours for delivery. The Village will also look into having a larger tank installed if possible.

Fire Chief Henry reported that the new officers for the Fire Department are Marvin Nichols, Floyd Conkey and Don Rogers. Henry requested he be notified when janitorial items are ordered that affect his budget and when fire committee meetings are scheduled. Henry stated his officers have been instructed not to answer committee questions on his behalf. Butch Chapman asked Henry why they are appointed as officers of the Fire Department if he doesn't trust them to attend meetings and answer questions on his behalf. Henry stated the answers get twisted after the meetings. Chapman stated all committee meetings can be recorded to prevent this in the future.

Council President Butch Chapman reported on the emergency Fire Committee meeting held on 10/27/22. Chapman stated that ID badges were issued to uncertified members of the Fire Department with "Firefighter" as their title on the badge. Chapman stated this is a legal liability and was discussed with Solicitor Grillo. It was suggested that the titles be changed to "Firefighter In Training" until such time that certification is obtained. Melody Barnhart of Athens County Emergency Management Agency stated the badges may have been a misprint on her part and she will correct the badges. The badges with incorrect titles were returned to Ms. Barnhart.

Water Operator Riley reported on behalf of Administrator Rockwell that mowing was performed throughout the Village, the garage door at the shop is in the process of being repaired, the outdoor light at the shop was installed, the back up beeper for the dump truck was repaired and reinstalled and damaged flags were replaced. Riley and Rockwell also worked on water hang tags, disconnects and reconnects, and installation of new park benches. Riley reported that new water taps were installed on State Route 13 and Jacksonville Road. The salt bin is complete and filled with salt for the start of the winter plowing season. Gravel has been restocked and repairs have been made to alleys throughout the Village. Brush was also trimmed back along the alleyways. Riley is currently working to resolve an issue with the water tower telemetry system which caused low water pressure throughout the Village. Residents are asked to report any low pressure until the issue resolved.

Fiscal Officer Rockwell presented Council with the September 2022 Monthly Financial Statements and Bank Reconciliation. Rockwell requested a motion to approve the August Financial Statements presented at the September 29, 2022 meeting. Rockwell presented an Amended Certificate of Estimated Resources and Temporary Appropriations Ordinance for the 2023 budget. Rockwell stated the Temporary Appropriations only covers necessary operating expenses from January 1 through March 31 while year end financial statements are prepared. A permanent budget cannot be prepared until 2022 is closed out in order to know what funding is available. Rockwell followed up on the Auditor of State audit contract. The Village does not have recourse against the auditing contract because the only bid received met the requirements of the Auditor of State. Rockwell clarified that the Ohio Public Works Commission grant application went through the first round of scoring in October with awards being announced in December. The Rocky Community Improvement Fund will also announce awards in December. Rockwell is working to complete the final report to Tomcat Bridgebuilders and close the park grant. A call is scheduled with the current IT support staff to discuss website options on Friday, October 28, 2022. Rockwell reported that a test call and text campaign was launched for the online water payment portal. A due date reminder was sent to all water customers. Rockwell fielded many calls after this test was performed and almost all the customer feedback was positive. Rockwell stated this also seemed to reduce the number of hang tags issued for water disconnects. Rockwell is also working to prepare for closing out the financial statements for year end.



Councilperson Butch Chapman made a motion to approve the August 2022 financial statements as presented. Seconded by Councilperson Augustine. All Council voted "yes", except Councilperson Strock who abstained due to absence from the September 29 meeting. Motion carried.

Councilperson Butch Chapman made a motion authorizing the Mayor to enter into an audit agreement for three audit periods with C.E. Harris & Associates. Seconded by Councilperson Jay Chapman. All Council voted "yes". Motion carried.

Councilpersons Gratz and Strock stated that the Records Committee and Park Committee will schedule meetings soon.

Council President Chapman stated that Emily Swart has resigned as the Jacksonville representative of the Trimble Township Wastewater Treatment District Board. Swart stated this was for personal reasons. Resident Keanu Phillips is interested in filling this vacancy for the remainder of Jerry Brown's term. Councilperson Butch Chapman made a motion to appoint Keanu Phillips as the Jacksonville representative to the Trimble Township Wastewater Treatment District Board for the remainder of the term ending October 2023. Seconded by Councilperson Simons. All Council voted "yes", except Councilpersons Gratz and Strock who abstained due to not knowing Phillips personally. Motion carried.

Council President Chapman informed Council that the November meeting will fall on Thanksgiving Day. Council can reschedule or cancel the meeting. Rescheduling the meeting in November always proves to be difficult due to the holiday. Council agreed to cancel the meeting, but be prepared to hold a special meeting if the need arises. A motion was made by Councilperson Butch Chapman to cancel the November meeting. Seconded by Councilperson Jay Chapman. All Council voted "yes". Motion carried.

Councilperson Gratz requested a status update of the Records Room. Fire Chief Henry stated the Fire Department is waiting for shelving in the new Breathing Air Room to finish moving Fire Department supplies out of the Records Room. Gratz stated wood shelves can be constructed for approximately \$103 to \$135 each. Rockwell asked Henry if he preferred wood or metal shelving. Henry stated he did not have a preference. Rockwell requested a measurement of the width of space available for shelves in the Breathing Air Room. Rockwell can search for commercial shelving and may be able to find something secondhand for less than the wooden shelves. Henry will provide Rockwell with the width measurement so that shelving or materials can be purchased by the General Fund to complete the project.

Councilperson Butch Chapman made a motion to file the 2023 Amended Certificate of Estimated Resources with the Athens County Auditor. Seconded by Councilperson Strock. All Council voted "yes". Motion carried.

Councilperson Butch Chapman made a motion to suspend the rules and read by title only Ordinance 2022-32 declaring an emergency. Seconded by Councilperson Gratz. All Council voted "yes". Motion carried. Ordinance 2022-32: 2023 Temporary Appropriations Ordinance. Councilperson Butch Chapman made a motion to adopt Ordinance 2022-32 as read. Seconded by Councilperson Jay Chapman. All Council voted "yes". Motion carried.

Acting Mayor Butch Chapman entertained a motion to adjourn.

Councilperson Gratz made a motion to adjourn. Seconded by Councilperson Butch Chapman. All Council voted "yes". Motion carried. Meeting adjourned at 8:21P.



Acting Mayor Butch Chapman



Fiscal Officer Heather Rockwell