

## RECORD OF PROCEEDINGS

### JEFFERSONVILLE COUNCIL

#### REGULAR SESSION

HELD: DECEMBER 12, 2024

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THE COUNCIL OF THE VILLAGE OF JEFFERSONVILLE CONVENED IN REGULAR SESSION FROM 7:00 PM TO 8:07 PM IN THE VILLAGE OFFICE, 8 N. MAIN ST., JEFFERSONVILLE, OH 43128. MAYOR MIKE KIRCHNER CALLED THE MEETING TO ORDER WITH THE FOLLOWING MEMBERS AND VISITORS PRESENT:

SUE BURNSIDE	PRESENT	JACOB DAWSON	PRESENT
DANNY MAXIE	PRESENT	ROBERT MINSHALL	PRESENT
ROGER SPAHR	PRESENT	ERIKA WOLFE	PRESENT

**EMPLOYEES:** ANGELA MANN & BOB KINZER WERE PRESENT. STEPHANIE STEWART WAS ABSENT; EXCUSED. LAW DIRECTOR DAVID KIGER WAS PRESENT.

**MINUTES:** OF THE 27 NOVEMBER 2024 MEETING WERE APPROVED WITH CORRECTIONS MOTION BY DAWSON/BURNSIDE VOTE – 5 YEA DAWSON, BURNSIDE, MAXIE, MINSHALL, SPAHR 0 NAY 1 ABSTAIN WOLFE.

**VISITORS/CITIZENS:** RESIDENT LARRY GATHERS; HERE TO OBSERVE.

#### **NEW BUSINESS:**

- TEMPORARY APPROPRIATIONS- AT THE END OF THE YEAR LAST YEAR COUNCIL MADE TEMPORARY APPROPRIATIONS WHICH ADDED UP TO A TOTAL APPROPRIATIONS FOR THE YEAR IN DECEMBER. ASKING TO USE THE SAME NUMBERS ENDED WITH LAST YEAR & THAT WILL COVER ANY GAPS BETWEEN ALL THE FUNDS. ANYTHING THAT IS CLOSE & MIGHT NEED TO OVER SPEND, THE NUMBER AT THE END OF LAST YEAR WILL COVER ANY OVERAGES FROM THIS YEAR. MOTION BY MINSHALL/SPAHR TO ESTABLISH THE TEMPORARY APPROPRIATIONS BASED ON THE 2023 FISCAL APPROPRIATIONS FOR THE TOTAL YEAR.
- PRESIDENT OF COUNCIL- VOTE AT THE FIRST MEETING IN JANUARY.
- COST OF LIVING (COLA)- APPROVAL OF THE 2.5% COLA COMMENCING JANUARY 1, 2025 MOTION BY MINSHALL/SPAHR VOTE – 6 YEA 0 NAY.
- COMMITTEE APPOINTMENTS- WILL RECEIVE IN THE NEXT COUNCIL PACKETS.

#### **CONTINUING BUSINESS:**

- PERSONNEL COMMITTEE UPDATE (DAWSON)- THERE HAVE BEEN TWO PERSONNEL COMMITTEE MEETINGS, THE FIRST ONE WAS THE DISCUSSION & DUTIES OF THE VILLAGE ADMINISTRATOR POSITION. THERE IS A LIST OF THE JOB DESCRIPTION, SOME CHANGES HAVE BEEN MADE. KIGER CONFIRMED IT IS AN APPOINTED POSITION. DISCUSSED TAYLOR GETTING HIS LEVEL 2 WASTEWATER CERTIFICATION. SCHEDULED THE NEXT PERSONNEL MEETING FOR NOVEMBER 20<sup>TH</sup>. ON NOVEMBER 20<sup>TH</sup>, CONFIRMED THE VA POSITION COULD BE HIRED WITHIN, DISCUSSED THE NEW HIRE TRAVIS CLINE & IF CLINE WOULD BE RETAINED AS AN EMPLOYEE. RECOMMENDATIONS TO COUNCIL: THE MAYOR TO MAKE THE APPOINTMENTS STEWART VILLAGE ADMINISTRATOR, TAYLOR SUPERINTENDENT & MANN FISCAL OFFICER/BILLING CLERK EFFECTIVE JANUARY 1, 2025. KIGER WILL REVISE THE VILLAGE HANDBOOKS TO ACCOMMODATE EE TAYLOR'S NEW POSITION & TO ACCOMMODATE THE CELL PHONE REIMBURSEMENT OF \$45.00/MONTH. ANY EMPLOYEE WHO FALLS UNDER TAYLOR'S RESPONSIBILITY GETS \$25.00/MONTH CELL PHONE REIMBURSEMENT. KIRCHNER MADE THE APPOINTMENTS JEFF TAYLOR VILLAGE SUPERINTENDENT, STEPHANIE STEWART VILLAGE ADMINISTRATOR & ANGELA MANN FISCAL OFFICER/BILLING CLERK EFFECTIVE JANUARY 1, 2025. MINSHALL- PROBATION PERIOD FOR 3 MONTHS OF THE FISCAL OFFICER/BILLING CLERK, THEN WILL RE-ALLOCATE SALARY AND WORKLOAD.

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- SUGAR CREEK PLANNED UNIT DEVELOPMENT (PUD) UPDATE (KIGER)- JOE JACOBS THE VILLAGE ENGINEER THAT IS ASSOCIATED WITH WOOLPERT, REVIEWED SCOTT SIMS FINAL DESIGN FOR HIS (PUD) THAT WILL BE SUBMITTED TO THE PLANNING COMMISSION. ONCE THAT FINAL DESIGN IS APPROVED BY THE PLANNING COMMISSION, THEY WILL SHARE THE RECOMMENDATIONS WITH COUNCIL. JACOBS REVIEW CONTAINED CONCERNING COMMENTS. KIGER IS DISAPPOINTED SUCH ISSUES SURFACED SO LATE IN THE ENGINEERING REVIEW. INITIAL CALCULATIONS PROVIDED WERE EITHER WRONG BY THE PREVIOUS VA BRYAN RILEY, YET TO BE DISCOVERED OR NEGLIGENTLY OVERLOOKED BY THE REVIEWING ENGINEER. THE COMMENT MADE AT THIS POINT THAT THE NATIONAL FIRE SAFETY INSTITUTE REQUIRES A PRESSURE RATING OF 1,000 GALLONS/MINUTE FLOW TO SUPPRESS FIRE BASED UPON THE NUMBER OF HOUSES AND THE DENSITY OF HOUSES THAT SIMS HAS PROPOSED FOR SUGAR CREEK PHASE #1. SOME OF THE CALCULATIONS THAT JACOBS MADE, WERE BASED ON AN ASSUMPTION THAT THERE WERE GOING TO BE THREE STORY HOMES IN THE SUBDIVISION. JACOBS WAS INCORRECT IN THAT ASSUMPTION BECAUSE THERE WILL BE NO THREE STORY HOMES. THE GALLONS/MINUTE THAT THE VILLAGE CAN SUPPLY THROUGH A 6" LINE IS 750 GALLONS/MINUTE. THE FIRE RATING IS 1,000 GALLONS/MINUTE. THE ENGINEER INCLUDED IN HIS REPORT THAT COULD LEAD TO "POTENTIAL LOSS OF LIFE". THAT IS A PUBLIC RECORD AT THIS POINT. THIS SHOULD HAVE BEEN BROUGHT TO SIMS ATTENTION EARLY ON IN THE PROJECT SO HE COULD HAVE BUDGETED FOR THAT. THERE ARE ALTERNATIVES; THERE ARE PRESSURE BOOSTERS THAT CAN BE INSTALLED WHERE THE VILLAGE LINE MEETS THE SUBDIVISION & BEYOND, THAT CAN GET THE GALLONS/MINUTE, WHEN NECESSARY, WHEN THERE IS A DEMAND FOR THAT MUCH WATER. UNSURE OF THE COST, BUT, IF NECESSARY, THE VILLAGE SHOULD HAVE THAT ENGINEERED, MAKE SURE IT'S IN PLACE & ASSESS THE COST AGAINST THE SUBDIVISION OVERTIME ON THE REAL ESTATE TAXES. KIGER CALLED EMPLOYEE TAYLOR TO SEE IF THE VILLAGE HAS THE VOLUME IN THE VILLAGE SYSTEM TO PROVIDE 1,000 GALLONS/MINUTE FOR AN EXTENDED PERIOD OF TIME TO PUT OUT MULTIPLE FIRES. TAYLOR ASSURED KIGER THE VOLUME IS THERE. THE VILLAGE JUST DOESN'T HAVE THE PRESSURE NEEDED. SPAHR- DISCUSSED INCREASING THE SIZE OF THE FLOW LINE FROM 6" TO 8" WITH MIKE MCCARTY, PRESIDENT OF MCCARTY ASSOCIATES, MCCARTY SAID IT WOULDN'T MAKE ENOUGH OF A VARYING CHANGE ON THE SUBDIVISION. THE EXTRA PRESSURE PUMPS WITHIN THE SYSTEM ARE NOT ALLOWED, IT HAS TO BE FREE FLOWING FROM A TOWER. CAN'T SAY IT WILL BE GENERATED FROM ELECTRICITY OR A PUMP THAT COULD FAIL. POSSIBILITY TO EVALUATE A TOWER FOR THE SUBDIVISION. KIGER- THERE WAS AN ASTERISK IN JACOBS REPORT THAT AS LONG AS THE VILLAGE FIRE CHIEF IS SATISFIED THAT THE GALLONS/MINUTE IS SUFFICIENT TO FIGHT FIRES, THEN THE VILLAGE IS OKAY. THE FIRE CHIEF CAN NOT BE ASKED TO WRITE A LETTER TO THAT EFFECT. THE VILLAGE IS STILL STUCK WITH JACOBS COMMENT. SPAHR- MCCARTY WILL HELP THE WATER SYSTEM WITH ANY UPGRADES. ALL A WORK IN PROGRESS. KIGER- THE MULTI FAMILY, WHICH IS PHASE 2 IN THE (PUD), WILL REQUIRE 2,000 GALLONS/MINUTE. SIMS ENGINEERS ARE WORKING ON THIS, COULD ELIMINATE SOME OF THE PROBLEMS IN PHASE 1. BURNSIDE- COULD WE BUILD ANOTHER WATER TOWER?

**OTHER BUSINESS:** NONE.

**VILLAGE ADMINISTRATOR:** KINZER- HANDOUT WAS GIVEN IN COUNCIL PACKETS. KINZER RECEIVED A QUOTE FROM BUCKEYE WELL & PUMP FOR \$7,800.00/WELL, THE WELL MAINTENANCE CONTRACT IS FOR THREE YEARS TO KEEP THE VILLAGE WELLS IN GOOD RUNNING SHAPE. TAYLOR WILL TAKE CARE OF THE MAINTENANCE, STEWART WILL NOT BE INVOLVED. KIGER- FOR THE RECORD, STEWART IS RELATED TO THE OWNERSHIP OF BUCKEYE WELL & PUMP. STEWART HAS NOT BEEN INVOLVED IN THIS PROCESS. MOTION BY SPAHR/BURNSIDE TO AUTHORIZE THE CONTRACT & FOR

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VILLAGE SUPERINTENDENT TAYLOR TO OVERSEE VOTE – 6 YEA 0 NAY. KINZER- A GENERAL MAINTENANCE CONTRACT WITH BUCKEYE WELL & PUMP TO MAINTAIN & REPAIR THE WATER & SEWER DEPARTMENT, IF TAYLOR NEEDS HELP. THIS WILL BE OVERSEEN BY TAYLOR. MOTION BY DAWSON/WOLFE TO AUTHORIZE KINZER TO ENTER INTO CONTRACT WITH BUCKEYE WELL & PUMP. ON NOVEMBER 9<sup>TH</sup> THE OHIO DEPARTMENT OF NATURAL RESOURCES (ODNR) GRANT #029 WINDOW, FENCE & PUMP PROJECT AT THE POOL HAS BEEN COMPLETED & SCANNED WITH HELP FROM MANN. TOTAL REIMBURSEMENT OF \$9,697.00. ON NOVEMBER 11<sup>TH</sup> HIRED DUSTIN PRUITT, HE IS A VOLUNTEER FIRE FIGHTER & HAS HIS CDL. GOOD REFERENCE FROM FIRE CHIEF BILL GLISPIE. ON NOVEMBER 10<sup>TH</sup> AT 10:00 AM HAD A MEETING WITH MCCARTY ASSOCIATES TO DISCUSS THE 734 WATERLINE PROJECT. SPAHR- AFTER DISCUSSION WITH MCCARTY OPTED TO MOVE THE WATERLINE SOUTHEAST OF THE BRIDGE SO IT WILL NEVER INTERFERE WITH THE BRIDGE. NO PERMIT IS NECESSARY FOR A WATERLINE UNDER THE CREEK. MCCARTY LOOKED AT THE WATER TREATMENT PLANT & FILTER, MCCARTY IS LOOKING TO UPSIZE THE LINES.

**FISCAL OFFICER:** A RESIDENT IN THE VILLAGE IS WANTING TO BUY A FAMILY OF 6 POOL MEMBERSHIP GOING OFF OF 2024 MEMBERSHIP RATES. THE RESIDENT IS WANTING TO KNOW IF THE EARLY BUY 10% DISCOUNT WILL APPLY. MOTION BY WOLFE/MAXIE TO APPROVE THE 10% EARLY BUY DISCOUNT VOTE – 6 YEA 0 NAY. MOTION BY BURNSIDE/MINSHALL TO SUPPLEMENT \$750.00 TO THE DEPOSIT REFUND ACCOUNT 5781-599-610-0000 AND TO THE DEPOSIT APPLIED ACCOUNT 5781-599-620-0000, TO ACCOUNT FOR THE EXTRA DEPOSIT REFUNDS AND DEPOSITS APPLIED VOTE – 6 YEA 0 NAY.

**EXPENDITURES:** REVIEW, MOTION, APPROVAL. MOTION BY BURNSIDE/MAXIE TO PAY THE BILLS. ALL IN FAVOR VOTE – 6 YEA 0 NAY.

**LAW DIRECTOR:** KIGER- OWNER OF JOOMAK APPLIED FOR A LIQUOR LICENSE BUT RAN INTO AN UNKNOWN ISSUE, THERE IS A DRY PRECINCT IN THE VILLAGE. WHEN THE VILLAGE PUMP WAS GRANTED A LICENSE IT WAS TO ALLOW A SINGLE LICENSE IN THAT PRECINCT. IF IT'S INSIDE THE VILLAGE LIMITS ONLY, THE VILLAGE RESIDENTS WILL HAVE TO VOTE ON THAT ISSUE. IT WILL GO ON THE BALLOT. THE VILLAGE WILL NOT CARRY THE COST. THE DRY PRECINCT PREVENTS THE USE OF THE REVITALIZATION LIQUOR PERMIT. KIGER RECOMMENDS CLEANING THAT UP.

**COUNCIL:** BURNSIDE- CHRISTMAS BONUS FOR THE EMPLOYEES. WOLFE- CERTAIN TIME FRAME FOR NEW EMPLOYEES. MOTION BY SPAHR/DAWSON TO GIVE A \$200.00 CHRISTMAS BONUS TO FIVE EMPLOYEES. VOTE – 6 YEA 0 NAY. BURNSIDE- ASK THE FAYETTE COUNTY COMMISSIONERS TO HELP THE VILLAGE GET A NEW WATER TOWER. MAXIE- MONDAY, DECEMBER 9<sup>TH</sup> CHRISTMAS IN THE VILLAGE WAS A GOOD TIME & GOOD TURNOUT. DID A GREAT JOB DECORATING THE TREES. OVER 160 HOTDOGS, HOT CHOCOLATE, TOYS & BOOKS. THANK THE VILLAGE WORKERS. GATHERS- DID A GREAT JOB. MINSHALL- BEEN SHREDDING WHEN ABLE; THE BOXES AT THE LIBRARY ARE GONE. KIGER- THESE RECORDS WERE ALL DETERMINED TO BE DESTROYED, MY FATHER'S LEGAL ASSISTANT SHREDDED THEM. MINSHALL- ESTIMATED TIME FOR THE STREET LIGHTS TO BE BACK ON? KINZER- WAITING ON THE ELECTRICIAN. SPAHR- KEEPING EMPLOYEES HAS BEEN AN ISSUE. MOTION BY DAWSON/MINSHALL TO VACATE THE LAST COUNCIL MEETING OF THE YEAR VOTE – 6 YEA 0 NAY. KIRCHNER- THANK THE OFFICE FOR THE CHRISTMAS DECORATIONS IN THE OFFICE. SPAHR- THERE ARE SOME AUTHENTIC MODELS OF BUILDINGS THAT WERE IN JEFFERSONVILLE. THERE IS ONE OF THE JEFFERSONVILLE CHURCH. THIS IS A HISTORIC THEME FOR THE VILLAGE, WONDERING IF COULD DISPLAY ALL OF THE MODELS AT THE VILLAGE OFFICE. FULL SCALE MODELS.

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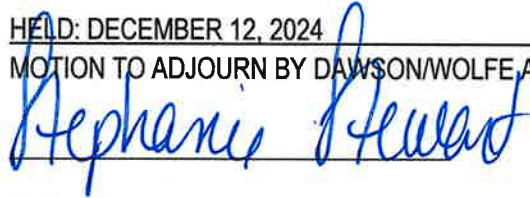
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MOTION TO ADJOURN BY DAWSON/WOLFE AT 8:07 PM ALL IN FAVOR VOTE – 6 YEA 0 NAY.



FISCAL OFFICER



MAYOR

ALL FORMAL ACTIONS OF THE COUNCIL OF VILLAGE OF JEFFERSONVILLE CONCERNING AND RELATING TO THE ADOPTION OF RESOLUTIONS AND/OR MOTIONS PASSED AT THIS MEETING WERE ADOPTED IN A MEETING OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE OHIO REVISED CODE.