

# AGENDA - Village of Kirkersville

December 4, 2024

Opening: Pledge of Allegiance

Roll Call:	Holly Branham	Darren Coe	Mark Davis
	Dave Engel	Jim Kincaid	Carrie Slone

1. Approval of Agenda
2. Approval of Minutes: November 13, 2024
3. Public Poll – 3 minutes  
Randy Stoll
4. Village Official Report
  - Mayor
  - BPA
  - Police Department
  - Street Commissioner
  - Fire Board
  - Engineer
  - Planning and Zoning
  - Solicitor
  - Finance Committee
  - Fiscal Officer
5. Legislative Actions
6. Bills - \$11,760.59
7. Old Business
8. New Business
9. Public Poll – 3 minutes
10. Council Poll
11. Adjournment

Village of Kirkersville Council meeting minutes

November 13, 2024

Mayor Ashcraft called the meeting to order at 7:00 p.m.

Council in attendance: Daren Coe, Mark Davis, Dave Engel, Jim Kincaid and Carrie Slone

Absent: Holly Branham

Also present: Fiscal Officer Shirley Roskoski

**Agenda**

It was moved by Engel, seconded by Davis to approve the agenda with the following amendment: add an executive session to discuss a personnel matter. This will be after the council poll. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none

**Minutes**

It was moved by Kincaid, seconded by Engel to approve the minutes of October 2, 2024 and October 9, 2024. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none

**Public Poll**

Judy Casto asked why the sewer fund was being charged by Gro-Green. Mayor Ashcraft said they mow the property around the treatment plant.

**Mayor**

Mayor Ashcraft said the fines for the month were \$74.00.

**BPA**

Judy Casto said they met and paid the bills.

Mayor Ashcraft said Randy Stoll will be at the next meeting. We need to bid out the sewer project.

**Streets**

Mayor Ashcraft said he would like to appoint Dave Engel, Darren Coe and Mark Davis to a school committee to meet with the school and figure out how to keep the cars from backing up along the roadway in the mornings.

**Fire Board**

Council member Kincaid the Mink Street location moved to Columbia Road and they are up and running.

**Planning and Zoning**

Council member Engel said they are still waiting on Brian to finish the draft of the new zoning book.

**Finance**

Council member Davis read he following fund balances:

General	163,845.03	Street	64,635.68
State Highway	33,038.96	Drug Law Enfct.	3,964.11
Indigent Drivers	400.00	American Rescue	4,033.48
Enfct. & Education	80.00	Court Comp. Fund	672.86
Sewer Operating	400,370.40		

For a total of \$671,040.52

**Legislative Actions**

First Reading – Resolution 08-2024 – A Resolution to consent to the Ohio Department of Transportation Resurfacing with related work and declaring an emergency.  
 It was moved by Kincaid, seconded by Engel to suspend with the rules. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.  
 It was moved by Kincaid, seconded by Engel to adopt Resolution 08-2024 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.

First Reading – Resolution 09-2024 – A Resolution authorizing the Mayor to enter into a contract with the Licking County Board of Commissioners for reimbursement of legal counsel for indigent defendants for the Village of Kirkersville, Licking County, Ohio and declaring an emergency.  
 It was moved by Kincaid, seconded by Engel to suspend with the rules. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.  
 It was moved by Engel, seconded by Kincaid to adopt Resolution 09-2024 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.

First Reading – Ordinance 07-2024 – An Ordinance to appropriate funds for current expenses and other expenditures of the Village of Kirkersville, State of Ohio, during the fiscal year ending December 31, 2025 and declaring an emergency.  
 It was moved by Engel, seconded by Kincaid to suspend with the rules. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.  
 It was moved by Kincaid, seconded by Engel to adopt Ordinance 07-2024 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.

**Bills**

It was moved by Davis, seconded by Kincaid to pay the bills in the amount of \$27,461.01. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none.

**New Business**

Mayor Ashcraft said the Water District was going to have a water meeting in November; instead they had the contractors installing the water to knock on everyone's door that can get water and explained everything to them. They will probably be starting to dig in the spring to put all the lines in. When they get those lines in they will have a meeting so that everyone will know what is going on.

**Executive Session**

At 7:15 p.m. it was moved by Kincaid, seconded by Coe to move into executive session to discuss a personnel matter. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none

At 7:33 p.m. it was moved by Kincaid, seconded by Coe to adjourn from executive session and move back into regular session. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none

**Adjournment**

There being no further business, it was moved by Engel, seconded by Slone to adjourn. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid, and Slone. Nay, none. Meeting adjourned at 7:35 p.m.

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Fiscal Officer

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Mayor



**Fund Status**

As Of 12/3/2024

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	24.762%	\$166,610.08	\$0.00	\$166,610.08
2011	Street Construction Maint. & Repair	10.144%	\$68,252.52	\$0.00	\$68,252.52
2021	State Highway	4.966%	\$33,412.39	\$0.00	\$33,412.39
2061	State Grant	0.000%	\$0.00	\$0.00	\$0.00
2081	Drug Law Enforcement	0.589%	\$3,964.11	\$0.00	\$3,964.11
2082	Indigent Drivers Interlock & Alcohol Mon	0.059%	\$400.00	\$0.00	\$400.00
2151	Coronavirus Relief Fund	0.000%	\$0.00	\$0.00	\$0.00
2152	American Rescue Plan	0.599%	\$4,033.48	\$0.00	\$4,033.48
2271	Enforcement and Education	0.012%	\$80.00	\$0.00	\$80.00
2901	Mayor's Court Computer Fund	0.101%	\$680.86	\$0.00	\$680.86
2902	Other Special Revenue	0.000%	\$0.00	\$0.00	\$0.00
4901	Other Capital Projects	0.000%	\$0.00	\$0.00	\$0.00
5201	Sewer Operating	58.768%	\$395,400.01	\$0.00	\$395,400.01
9901	Other Agency	0.000%	\$0.00	\$0.00	\$0.00
<b>All Funds Total</b>			<b>\$672,833.45</b>	<b>\$0.00</b>	<b>\$672,833.45</b>
Pooled Investments					\$0.00
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$672,833.45

Last reconciled to bank: 11/30/2024 – Total other adjusting factors: \$0.00

**Payment Listing**

11/18/2024 to 12/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
332-2024	11/18/2024	11/18/2024	CH	Isaac Wiles	\$988.50	C
333-2024	11/18/2024	11/18/2024	CH	Isaac Wiles	\$1,175.20	C
336-2024	11/30/2024	11/30/2024	CH	U. S. Bank Equipment Finance	\$143.51	O
337-2024	11/30/2024	11/30/2024	CH	Time Warner Cable	\$266.72	C
338-2024	11/30/2024	11/30/2024	CH	Time Warner Cable	\$183.89	C
339-2024	11/30/2024	11/30/2024	CH	American Electric Power	\$820.04	C
340-2024	11/30/2024	11/30/2024	CH	American Electric Power	\$110.62	C
343-2024	12/02/2024	12/02/2024	CH	Treasurer of State of Ohio	\$762.00	O
344-2024	12/02/2024	12/02/2024	CH	Verizon Wireless	\$120.33	O
345-2024	12/02/2024	12/02/2024	CH	American Electric Power	\$2,299.80	O
346-2024	12/02/2024	12/02/2024	CH	South Central Power	\$16.00	O
347-2024	12/02/2024	12/02/2024	CH	Columbia Gas of Ohio	\$56.33	O
348-2024	12/02/2024	12/02/2024	CH	Columbia Gas of Ohio	\$120.40	O
349-2024	12/02/2024	12/02/2024	CH	Columbia Gas of Ohio	\$55.69	O
350-2024	12/02/2024	12/02/2024	CH	American Electric Power	\$109.73	O
352-2024	12/02/2024	12/02/2024	CH	American Electric Power	\$85.44	O
354-2024	12/02/2024	12/02/2024	CH	Park National Bank	\$249.12	O
14444	11/18/2024	11/18/2024	PR	Shirley A Roskoski	\$437.90	C
14447	11/26/2024	11/26/2024	PR	Shirley A Roskoski	\$437.90	C
14448	11/30/2024	11/30/2024	AW	Arcadis Engineering Services Inc.	\$395.00	O
14450	11/30/2024	11/30/2024	AW	Hanley Print Promotions	\$237.37	O
14454	12/02/2024	12/02/2024	PR	TERRY W. ASHCRAFT	\$370.47	O
14455	12/02/2024	12/02/2024	PR	Victoria H Coe	\$859.18	O
14456	12/02/2024	12/02/2024	PR	Holly Branham	\$243.26	O
14457	12/02/2024	12/02/2024	PR	Darren M Coe	\$243.26	O
14458	12/02/2024	12/02/2024	PR	Mark A Davis	\$246.64	O
14459	12/02/2024	12/02/2024	PR	James D Kincaid	\$245.29	O
14460	12/02/2024	12/02/2024	PR	Carrie M Slone	\$246.64	O
14461	12/02/2024	12/02/2024	PR	David E Engel	\$234.36	O
Total Payments:					\$11,760.59	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$11,760.59	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.