

AGENDA - Village of Kirkersville

January 8, 2025

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: December 4, 2024
3. Election of President Pro Tempore
4. Organizational Meeting
5. Public Poll – 3 minutes
4. Village Official Report
 - Mayor
 - BPA
 - Police Department
 - Street Commissioner
 - Fire Board
 - Engineer
 - Planning and Zoning
 - Solicitor
 - Finance Committee
 - Fiscal Officer
5. Legislative Actions
 - First Reading – Ordinance 01-2025 – An Ordinance authorizing the Fiscal Officer, or her designee, to advertise bids to lease for farming purposes +/- 10.50 acres of land owned by the Village of Kirkersville and declaring an emergency.
6. Bills - \$25,341.49
7. Old Business
8. New Business
9. Public Poll – 3 minutes
10. Council Poll
11. Adjournment

Village of Kirkersville Council Meeting Minutes

December 5, 2024

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

Council in attendance: Holly Branham, Darren Coe, Mark Davis, Dave Engel, Jim Kincaid and Carrie Slone

Also present: Fiscal Officer Shirley Roskoski and Solicitor Brian Zets

Agenda

It was moved by Kincaid, seconded by Engel to approve the agenda. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Minutes

It was moved by Coe, seconded by Davis to approve the minutes of November 13, 2024 and November 26, 2024. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Mayor

Mayor Ashcraft said usually he appoints committees in January but Jim is president of the Fire Board and I know there are negotiations so I am going to put him back on so they will be covered in January when they start.

As of today, there have been fifty homes have been connected to the water line. People who live at the west end of town will only get it now if their well runs dry.

Police Chief

Chief Poling said thank you for this opportunity. He said he has been doing a lot of cleaning and going through paperwork. He also needs to get permission for OLEG, LEADS, etc. and get his paperwork to OPOTA.

He said he will be interviewing Lindsey Grub on December 10 for an auxiliary position. She is a former Baltimore police officer.

He said that the computers do not have internet. He has been trying to connect with Spectrum. We received a quote form Peak Technologies in the amount of \$3,398.84 for 4 licenses, 4 computers, data protection backup and storage. The monthly reoccurring charges are \$2,563.20. With my plan we are getting more bang for our buck. We are looking to spend \$3,600.01 on that. This includes cloud storage. We only need 3 computers and we don't need Office 365. There are other programs we can use. I would like to hear what council thinks.

Chief Poling said we are missing a lidar.

Council member Kincaid said I do not want to do the monthly reoccurring charges. Council member Engel said why pay for Office 365 if we do not need it. Council member Coe said you

cannot get into the toughbooks. Chief Poling said I can get into one of them. I do not have passwords for the other ones. I think all the wires were cut for the internet.

Council member Coe said we should go with the Chief's plan. It was moved by Coe, seconded by Kincaid to go with the Chief's proposal. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Streets

Mayor Ashcraft said he received a quote from Tom Lott to fence our vacant property and it was \$8,430.00, which is too expensive. Council member Kincaid suggested putting pipes in with no parking signs on them to keep people off the property.

Mayor Ashcraft asked for approval of 400.00 to replace some signs. It was moved by Engel, seconded by Slone to approve \$400.00 for the signs. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Council member Kincaid said he also received a quote from Gro-Green for plowing and salting this winter. The cost will be: For plowing the streets only \$425.00 per event. This includes shoveling town hall and the police station. For alleys and the sewer plant it will be \$525.00 per event. That only happens if we get 4 plus inches of snow.

Salting the streets, town hall and the police department is \$425.00 per event.

It was moved by Coe, seconded by Kincaid to use Gro-Green for plowing and salting this winter. Following vote on the motion is recorded: yea, 5; Branham, Coe, Davis, Engel and Kincaid. Nay, none. Recuse, 1; Branham.

Fire Board

Council member Kincaid said the fire levy failed. We will be meeting tomorrow to discuss options.

Our runs have increased tremendously.

Planning and Zoning

Council member Engle said a rough draft of the zoning code will be available by the end of the month.

Planning and Zoning

Council member Engle said a rough draft of the new zoning regulation will be done by the end of the month.

Mayor Ashcraft said Dollar General is interested in moving into the village. They submitted plans today. The Village Tavern will open in January or February. They want to pave the back lot.

Finance

Council member Davis read the following fund balances:

General	166,610.08	Street	68,252.52
State Highway	33,412.39	Drug Law Enfct.	3,964.11
Indigent Drivers	400.00	Am. Rescue Plan	4,033.48
Enfct. & Education	80.00	Court Computer	680.86

Sewer Operating 395,400.01

For a total of \$672,833.45

Bills

It was moved by Engel, seconded by Davis to pay the bills in the amount of \$11,760.59. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Adjournment

There being no further business, it was moved by Kincaid, seconded by Coe to adjourn. Following vote on the motion is recorded: yea, 6; Branham, Coe, Davis, Engel, Kincaid and Slone. Nay, none. Meeting adjourned at 7:30 p.m.

Fiscal Officer

Mayor

Fund Status

As Of 1/6/2025

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	25.642%	\$176,539.42	\$0.00	\$176,539.42
2011	Street Construction Maint. & Repair	10.270%	\$70,704.04	\$0.00	\$70,704.04
2021	State Highway	4.908%	\$33,792.20	\$0.00	\$33,792.20
2061	State Grant	0.000%	\$0.00	\$0.00	\$0.00
2081	Drug Law Enforcement	0.576%	\$3,964.11	\$0.00	\$3,964.11
2082	Indigent Drivers Interlock & Alcohol Mon	0.058%	\$400.00	\$0.00	\$400.00
2151	Coronavirus Relief Fund	0.000%	\$0.00	\$0.00	\$0.00
2152	American Rescue Plan	0.030%	\$204.90	\$0.00	\$204.90
2271	Enforcement and Education	0.012%	\$80.00	\$0.00	\$80.00
2901	Mayor's Court Computer Fund	0.099%	\$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	58.405%	\$402,105.62	\$0.00	\$402,105.62
9901	Other Agency	0.000%	\$0.00	\$0.00	\$0.00
All Funds Total			\$688,471.15	\$0.00	\$688,471.15
Pooled Investments					\$0.00
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$688,471.15

Last reconciled to bank: 12/31/2024 – Total other adjusting factors: \$0.00

ORDINANCE: 01-2025

ADOPTED: _____

AN ORDINANCE AUTHORIZING THE FISCAL OFFICER, OR HER DESIGNEE, TO ADVERTISE BIDS TO LEASE FOR FARMING PURPOSES ± 10.50 ACRES OF LAND OWNED BY THE VILLAGE OF KIRKERSVILLE AND DECLARING AN EMERGENCY

WHEREAS, with Resolution 04-2021, Council for the Village of Kirkersville authorized and directed the Mayor and Fiscal Officer to enter into a lease agreement with HW Martin and Son Co. that allowed farming on the land located near and around the Village of Kirkersville Sanitary Sewer Treatment Facility; and

WHEREAS, the Village of Kirkersville's lease agreement with HW Martin and Son Co. expires in June 2025; and

WHEREAS, the Village of Kirkersville again wants to maximize the use of ± 10.50 acres of land located near and around the Village of Kirkersville Sanitary Sewer Treatment Facility; and

WHEREAS, Council for the Village of Kirkersville believes the property or interest to be conveyed or permitted to be used is not needed by the Village for any street, highway, or other such Village purpose set forth in R.C. 723.121; and

WHEREAS, R.C. 723.121 requires all such conveyances, grants, or permits to use be made with competitive bidding as required by R.C. 721.03. As such, advertisement of bids is necessary.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF KIRKERSVILLE, LICKING COUNTY, OHIO THAT:

SECTION 1: Council for the Village of Kirkersville hereby determines the property or interest to be conveyed or permitted to be used is not needed by the Village for any street, highway, or other such Village purpose set forth in R.C. 723.121.

SECTION 2: Council for the Village of Kirkersville believes the most immediate and best use of ± 10.50 acres of land located near and around the Village of Kirkersville Sanitary Sewer Treatment Facility is to lease it for farming purposes. As such, the Village desires to lease this property for two years commencing one or about June 1, 2023.

SECTION 3: The Fiscal Officer, or her designee, is hereby instructed and authorized to advertise in the next immediate edition newspaper of general circulation within the Village, and once a week thereafter for four consecutive weeks, or as otherwise allowed by R.C. 7.16, the availability of the subject property for lease for farming purposes to the highest bidder.

SECTION 4: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

SECTION 5: All prior Ordinances, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereto.

SECTION 6: Council declares this to be an emergency measure immediately necessary for the preservation of the public peace, health, and safety of this municipality and the further reason that the Village needs to advertise and lease this property as soon as possible in order to ensure maximized use of the Village's ± 10.50 acres of land in time for the approaching farm season. Wherefore, provided this Ordinance receives the required affirmative votes of Council, it shall take effect and be in full force immediately upon passage by Council.

Passed in Council this ____ day of January 2025.

First Reading:
Second Reading: waived
Third Reading: waived

Terry Ashcraft, Mayor

ATTEST:

Shirley Roskoski, Fiscal Officer

Payment Listing

12/4/2024 to 12/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
360-2024	12/04/2024	12/04/2024	EW	US Treasury	\$260.42	C
361-2024	12/04/2024	12/04/2024	EW	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$709.00	C
365-2024	12/16/2024	12/16/2024	CH	American Electric Power	\$35.13	C
366-2024	12/16/2024	12/16/2024	CH	American Electric Power	\$84.47	C
367-2024	12/16/2024	12/16/2024	CH	American Electric Power	\$42.28	C
368-2024	12/16/2024	12/16/2024	CH	Time Warner Cable	\$266.72	C
369-2024	12/16/2024	12/16/2024	CH	Time Warner Cable	\$183.89	C
370-2024	12/16/2024	12/16/2024	CH	U. S. Bank Equipment Finance	\$138.37	C
372-2024	12/21/2024	12/21/2024	CH	Isaac Wiles	\$550.00	C
373-2024	12/21/2024	12/21/2024	CH	Isaac Wiles	\$1,053.00	C
375-2024	12/26/2024	12/26/2024	CH	American Electric Power	\$816.47	C
376-2024	12/31/2024	12/31/2024	CH	BWC State Insurance Fund	\$112.46	O
377-2024	12/31/2024	12/31/2024	CH	Park National Bank	\$4,227.01	O
378-2024	12/31/2024	12/31/2024	CH	Park National Bank	\$752.94	O
14464	12/04/2024	12/04/2024	AW	Gary's Place	\$45.00	O
14465	12/04/2024	12/04/2024	AW	Kevin C. Shannon, Esq.	\$300.00	C
14466	12/04/2024	12/04/2024	AW	Gahanna Heating & Cooling	\$149.00	C
14469	12/15/2024	12/15/2024	PR	Shirley A Roskoski	\$437.90	C
14470	12/15/2024	12/15/2024	PR	Gabriel L Poling	\$917.93	C
14476	12/21/2024	12/21/2024	AW	Arcadis Engineering Services Inc.	\$3,780.00	O
14477	12/21/2024	12/21/2024	PR	Gabriel L Poling	\$1,089.68	O
14478	12/21/2024	12/21/2024	PR	Shirley A Roskoski	\$437.90	C
14480	12/26/2024	12/26/2024	AW	Range Data Inc.	\$1,983.97	C
Total Payments:					\$18,373.54	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$18,373.54	

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.

Payment Listing

January 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
2-2025	01/03/2025	01/03/2025	CH	BWC State Insurance Fund	\$562.30	O
3-2025	01/06/2025	01/06/2025	CH	Treasurer, State of Ohio	\$500.00	O
4-2025	01/06/2025	01/06/2025	CH	South Central Power	\$16.00	O
5-2025	01/06/2025	01/06/2025	CH	Peak Technology Solutions	\$45.00	O
6-2025	01/06/2025	01/06/2025	CH	Ohio Treasurer	\$1,303.77	O
9-2025	01/06/2025	01/06/2025	CH	American Electric Power	\$209.99	O
10-2025	01/06/2025	01/06/2025	CH	American Electric Power	\$86.19	O
11-2025	01/06/2025	01/06/2025	CH	American Electric Power	\$118.41	O
13-2025	01/06/2025	01/06/2025	CH	Columbia Gas of Ohio	\$343.56	O
14-2025	01/06/2025	01/06/2025	CH	Columbia Gas of Ohio	\$168.45	O
15-2025	01/06/2025	01/06/2025	CH	Verizon Wireless	\$120.33	O
14485	01/06/2025	01/06/2025	AW	The Baldwin Group, Inc.	\$2,387.00	O
14486	01/06/2025	01/06/2025	AW	Ohio Municipal League	\$245.00	O
14487	01/06/2025	01/06/2025	PR	Gabriel L Poling	\$424.05	O
14488	01/06/2025	01/06/2025	PR	Shirley A Roskoski	\$437.90	O
Total Payments:					\$6,967.95	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$6,967.95	

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.