

AGENDA - Village of Kirkersville

March 5, 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: February 5, 2025
3. 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 03-2025 – An Ordinance to reappropriate funds for currency expenses and other expenditures of the Village of Kirkersville, State of Ohio, during the fiscal year ending December 31, 2025 and declaring an emergency.

First Reading – Resolution 04-2025 n- A Resolution authorizing the Mayor and Fiscal officer to accept the bid of, and execute a lease agreement with, HW martin and Son Co. and declaring an emergency.

6. Bills - \$22,026.23
7. Old Business
8. New Business
9. Public Poll – 3 minutes
10. Council Poll
11. Adjournment

Village of Kirkersville Council Meeting Minutes

February 5, 2025

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

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

Absent: Holly Branham

Also Present: Fiscal Officer Shirley Roskoski and Solicitor Brian Zets

Agenda

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

Minutes

It was moved by Davis, seconded by Coe to approve the minutes of January 8, 2025. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Mayor

Mayor Ashcraft said the fines for the month were \$486.00
The doors at the PD have been repaired. South Alley was graveled. I ordered gravel for Turner Drive.

BPA

Engineer Randy Stoll talked to Council about bidding out some repairs for the sewer plant. One estimate was for the Surface Sand Filter Replacement at an estimate of \$168,000.00. The next item was for the Influent Screen & headworks at an estimate of \$281,000.00. The operators have said that the sand filters are in very bad shape and would like those replaced first.

Shirley said there is enough money in the sewer fund to replace the sand filters but not enough to do both jobs.

Randy said the village could get an EPA loan at 2.21%.

Council member Kincaid suggested that the operators come up with a list of items to be fixed and we can see what we can get done without borrowing money.

Police Chief

Chief Poling went over his stats for January.
He said the department joined the Ohio Collaborative, which will open us up for grants.

He informed Council that he has a new quote from Pro-Vision for Body Cameras. For three body cameras and two in car cameras the cost is \$9,547.00. Parr Public Safety will install the two car cameras for \$1,500.00 and they will come here to do the install. We will also have to spend \$350.00 every five years for the license for the dash cams.

Council member Kincaid asked if Pro-Vision was comparable to Axxon. Chief Poling said Axxon stores the video for us. There are no tasers with Pro-Vision. He said Axxon is completely cloud based. If we leave them we will not be able to get any of our camera videos.

Council member Kincaid asked the Chief if he could get a grant.

Chief Poling said I will have to get with the representatives from the Ohio Collaborative about grants.

Shirley said she would have to reappropriate funds to purchase body cameras.

Council member Kincaid said since we need to reappropriate funds, add in the cost of the body cameras and we can decide next month.

Fire Board

Council member Kincaid said since their millage failed at the last election, they are going to place a 3-mil replacement levy on the election in May. At the pace we are going we will run into a short fall in 2026.

Planning and Zoning

Council member Engel said they are about 2/3 of the way through the new proposed zoning code. We hope to be through this by the end of May.

The Commission had a zoning request for parking. The applicant was trying to use property that did not belong to him for parking. This is on hold for now.

Solicitor

Brian said he worked on some zoning issues and economic development.

Finance

Council member Davis read the following fund balances:

General	176,532.45	American Rescue Plan	204.90
Street	67,859.86	Court Computer	680.86
State Highway	34,137.38	Enfct. & Education	80.00
Drug Law Enfct.	3,964.11	Sewer Operating	407,647.83
Indigent Drivers	400.00		

Total \$691,507.39

Legislative Actions

First Reading- Ordinance 02-2025 – An Ordinance to authorize the Mayor and Engineer to issue a competitive bid package related to the influent screen & headworks and surface sand filter replacement improvement project for the Village of Kirkersville, Ohio and declaring an emergency.

It was moved by Kincaid, seconded by Coe to amend Ordinance 02-2025 by removing the wording influent screen & headworks to just bid out the sand filter replacement improvements. 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 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 Engle to adopt Ordinance 02-2025 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

First Reading- Resolution 01-2025 – A Resolution approving the Economic Development Agreement between the Village of Kirkersville, Licking Regional Water District, Southern Tire Mart at Pilot, LLC and CFJ Properties, LLC, authorizing and directing the Mayor and Fiscal Officer to execute the same and declaring an emergency.

Brian said this is really exciting and good news. The tire Mart was considered an out parcel but it really is not technically an out parcel. The District will connect them with water if they agree to participate in our economic development. There is no economic development engine created right now. The JEDD has not been created. The folks who are building the building, CFJ Properties LLC, and the folks who own the property which is Southern Tire Mart Pilot did not want to split it off and create a separate parcel. What this agreement does is, this agreement says Southern Tire Mart Pilot and CFJ who will be building this building will agree to put that entire 25 acres and all its buildings into the JEDD once the JEDD is created. Versions of the JEDD are in the works now.

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 Coe to adopt Resolution 01-2025 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

First Reading- Resolution 02-2025 – A Resolution to increase the rate of pay for Village of Kirkersville Zoning Clerk 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, 4; Davis, Engel, Kincaid and Slone. Nay, none. Recusal, 1: Coe.

It was moved by Kincaid, seconded by Davis to adopt Resolution 02-2025 as an emergency. Following vote on the motion is recorded: yea, 4; Davis, Engel, Kincaid and Slone. Nay, none. Recusal, 1: Coe.

Bills

It was moved by Davis, seconded by Engel to pay the bills in the amount of \$22,370.88. 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 Davis to adjourn. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none. Meeting adjourned at 7:50 p.m.

Fiscal Officer

Mayor

AN ORDINANCE TO REAPPROPRIATE 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.

SECTION 1. Be it resolved by the Council of the Village of Kirkersville, State of Ohio, that to provide for current expenses and other expenditures of the said Village of Kirkersville during the fiscal year ending December 31, 2025, the following sums be and they are hereby set aside and appropriated as follows:

SECTION 2. That there be appropriated from the GENERAL FUND

Police Law Enforcement

Personal Services	57,644.00
All other expenses	28,193.00

Total Police Law Enforcement	858-,837.00
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COMMUNITY ENVIRONMENT

Community Planning and Zoning

Personal Services	10,391.00
All other Expenses	18,000.00

TOTAL COMMUNITY ENVIRONMENT	328,391.00
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GENERAL GOVERNMENT

Mayor

Personal Services	5,459.00
All other Expenses	3,048.00

Total Mayor	8,507.00
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Council

Personal Services	7,100.00
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Total Council	7,100.00
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Mayor's Court

Personal Services	8,081.50
All other expenses	16,300.00

Total Mayor's Court	24,381.50
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Fiscal Officer

Personal Services	17,663.85
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Total Fiscal Officer	17,663.85
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Lands and Buildings		
All other expenditures	73,568.64	
Total Lands and Buildings		73,568.64
Solicitor		
Contractual Services	17,000.00	
Total Solicitor		17,000.00
Other General Government		
All other expenditures	33,298.00	
Total Other General Government		33,298.00
GRAND TOTAL GENERAL REVENUE FUNDS		295,746.99

SECTION 3. That there be appropriated from the following SPECIAL EVENUE FUNDS
TRANSPORTATION

STREET CONST. MAINTENANCE AND REPAIR		
All other Expenses	100,000.00	
TOTAL STREET CONST. MAINT. AND REPAIR		100,000.00
STATE HIGHWAY		
All other Expenses	40,000.00	
TOTAL STATE HIGHWAY		40,000.00
DRUG LAW ENFORCEMENT		
All other Expenses	3,964.11	
TOTAL DRUG LAW ENFORCEMENT		3,964.11
ENFORCEMENT AND EDUCATION		
All other expenses	80.00	
TOTAL ENFORCEMENT AND EDUCATION		80.00
MAYOR'S COURT COMPUTER FUND		
All other Expenses	1,100.00	
TOTAL MAYOR'S COURT COMPUTER FUND		1,100.00
GRAND TOTAL SPECIAL REVENUE FUNDS		145,144.11

SECTION 4 That there be appropriated from the following BASIC UTILITY SERVICE FUND
SEWER OPERATING

Personal Services	9,500.00
All other Expenses	579,369.70

TOTAL SEWER OPERATING FUND 590,000.00

GRAND TOTAL ALL FUNDS 1,030,891.10

SECTION 5. And the Fiscal Officer is hereby authorized to draw warrants on the Village Treasurer for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers thereof, approved by an ordinance of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance. Provided further that the appropriations for contingencies can only be expended upon two-thirds vote of Council for items of expense constituting a legal obligation against the Village, and for purposes other than those covered by other specific appropriations herein made.

SECTION 6. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of Council and that all deliberations of the Council and any of the decision making bodies of the Village of Kirkersville which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

SECTION 7. That this ordinance is declared an emergency measure necessary for the public health, safety, and welfare of the residents of Kirkersville and that this ordinance shall take effect immediately upon its passage.

Passed in Council this 13 day of November 2024

RESOLUTION 04-2025

ADOPTED: _____

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ACCEPT THE BID OF, AND EXECUTE A LEASE AGREEMENT WITH, HW MARTIN AND SON CO. AND DECLARE AN EMERGENCY

WHEREAS, with Ordinance 01-2025, Council for the Village of Kirkersville authorized the Fiscal Officer or her designee to advertise bids for farming purposes the ± 10.50 acres of land located near and around the Village of Kirkersville Sanitary Sewer Treatment Facility; and

WHEREAS, the Village received one bid, that of; and HW Martin and Son Co. for \$170.00 per acre, and

WHEREAS, Council for the Village of Kirkersville does hereby recognize the need to enter into an agreement with the lowest and best bidder and believes HW Martin and Son's bid meets this requirement. Council for the Village of Kirkersville now desires to enter into a two (2) year lease agreement with HW Martin and Son Co.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF KIRKERSVILLE, OHIO THAT:

SECTION 1: The Mayor and Fiscal Officer are hereby authorized and directed to accept the bid of, and execute a Lease Agreement with, HW Martin and Son Co., for farming the ± 10.50 acres of land located near and around the Village of Kirkersville Sanitary Sewer Treatment Facility.

SECTION 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution 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 3: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereto.

SECTION 4: 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 and H.W. Martin and Sons Co.'s current lease agreement will expire in June 2021 so the new Lease Agreement must be entered into immediately Wherefore, provided this Resolution 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 March 2025

Attest: _____
Fiscal Officer

Mayor

Fund Status

As Of 3/3/2025

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	24.933%	\$169,647.38	\$0.00	\$169,647.38
2011	Street Construction Maint. & Repair	10.165%	\$69,165.44	\$0.00	\$69,165.44
2021	State Highway	5.072%	\$34,512.12	\$0.00	\$34,512.12
2061	State Grant	0.000%	\$0.00	\$0.00	\$0.00
2062	State Grant	0.106%	\$720.00	\$0.00	\$720.00
2081	Drug Law Enforcement	0.583%	\$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	0.002%	\$15.41	\$0.00	\$15.41
2271	Enforcement and Education	0.012%	\$80.00	\$0.00	\$80.00
2901	Mayor's Court Computer Fund	0.107%	\$728.86	\$0.00	\$728.86
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	58.961%	\$401,191.87	\$0.00	\$401,191.87
9901	Other Agency	0.000%	\$0.00	\$0.00	\$0.00
All Funds Total			\$680,425.19	\$0.00	\$680,425.19
Pooled Investments					\$0.00
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$680,425.19

Last reconciled to bank: 02/28/2025 – Total other adjusting factors: \$0.00

Payment Listing

2/12/2025 to 3/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
55-2025	02/12/2025	02/12/2025	EW	US Treasury	\$459.63	C
56-2025	02/12/2025	02/12/2025	CH	LocalIQ	\$90.50	C
57-2025	02/18/2025	02/16/2025	EW	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$1,256.20	C
60-2025	02/17/2025	02/17/2025	CH	American Electric Power	\$911.57	C
61-2025	02/17/2025	02/17/2025	CH	U. S. Bank Equipment Finance	\$323.09	C
62-2025	02/17/2025	02/17/2025	CH	Time Warner Cable	\$266.72	C
63-2025	02/17/2025	02/17/2025	CH	Time Warner Cable	\$183.89	C
64-2025	02/17/2025	02/17/2025	CH	Park National Bank	\$189.49	C
65-2025	02/26/2025	02/26/2025	CH	Isaac Wiles	\$247.00	C
66-2025	02/26/2025	02/26/2025	CH	Isaac Wiles	\$1,951.00	C
70-2025	03/02/2025	03/02/2025	CH	EFS LLC	\$108.17	O
72-2025	03/02/2025	03/02/2025	CH	Columbia Gas of Ohio	\$329.19	O
73-2025	03/02/2025	03/02/2025	CH	Columbia Gas of Ohio	\$167.68	O
75-2025	03/02/2025	03/02/2025	CH	Verizon Wireless	\$120.33	O
14518	02/12/2025	02/12/2025	AW	Gro-Green Lawn and Landscape	\$465.00	C
14520	02/16/2025	02/16/2025	AW	Tom Lott Roofing & Remodeling	\$275.00	C
14523	02/17/2025	02/17/2025	PR	Gabriel L Poling	\$1,390.23	C
14524	02/17/2025	02/17/2025	PR	Shirley A Roskoski	\$437.90	C
14525	02/26/2025	02/26/2025	AW	Kevin C. Shannon, Esq.	\$300.00	O
14526	02/26/2025	02/26/2025	AW	Gro-Green Lawn and Landscape	\$2,285.00	O
14527	02/26/2025	02/26/2025	AW	Arcadis Engineering Services Inc.	\$3,605.00	O
14530	02/26/2025	02/26/2025	AW	OAMCCC	\$125.00	O
14531	03/02/2025	03/02/2025	PR	Gabriel L Poling	\$1,411.70	O
14532	03/02/2025	03/02/2025	PR	Shirley A Roskoski	\$437.90	O
14536	03/03/2025	03/03/2025	PR	TERRY W. ASHCRAFT	\$370.41	O
14537	03/03/2025	03/03/2025	PR	Victoria H Coe	\$859.18	O
14538	03/03/2025	03/03/2025	PR	Holly Branham	\$243.26	O
14539	03/03/2025	03/03/2025	PR	Darren M Coe	\$243.26	O
14540	03/03/2025	03/03/2025	PR	Mark A Davis	\$246.64	O
14541	03/03/2025	03/03/2025	PR	James D Kincaid	\$245.29	O
14542	03/03/2025	03/03/2025	PR	Carrie M Stone	\$246.64	O
14543	03/03/2025	03/03/2025	PR	David E Engel	\$234.36	O
Total Payments:					\$20,026.23	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$20,026.23	

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.