

AGENDA - Village of Kirkersville

November 5, 2025, 2025

Opening: Pledge of Allegiance

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

1. Approval of Agenda
2. Approval of Minutes October 1, 2025
3. Public Poll
4. Village Official Report

Randy Stoll - Engineer

Mayor
BPA
Police Department
Street Commissioner
Fire Board
Engineer
Planning and Zoning
Solicitor
Finance Committee
Fiscal Officer

5. Legislative Actions
First reading – Resolution 15-2025 – A Resolution authorizing and directing the Mayor, or his designee, to prepare and submit an application for funding of the Palmer Road Improvements Project under the Ohio Public Works Commission State Capital Improvement Program and declaring an emergency.

First reading – Ordinance 08-2025 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 31,2026 and declaring an emergency

6. Bills - \$33,128.67
7. Old Business
8. New Business
9. Public Poll – 3 minutes
10. Council Poll
11. Adjournment

Village of Kirkersville Council Meeting Minutes

October 1, 2025

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

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

Absent: Dave Engel

Also Present: Fiscal Officer Shirley Roskoski and Solicitor Brian Zets

Agenda

It was moved by Davis, seconded by Coe to approve the agenda.

Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

Minutes

It was moved by Coe, seconded by Davis to approve the minutes of September 3, 2025.

Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

It was moved by Kincaid, seconded by Coe to approve the minutes of September 24, 2025.

Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

Public Poll

Linda Lako thanked the Village for trimming the trees on Loop Road.

Mayor

Mayor Ashcraft said the fines for the month were \$227.00.

BPA

Mayor Ashcraft said a new motor was installed on the grinder pump.

Streets

Mayor Ashcraft said the mile marker prices have gone from \$1,500.00 to \$2,500.00. They come from China. He is working with ODOT to find some over here.

Keller Road is resurfaced.

He has a quote from Slone Tree in the amount of \$1,120.00 to remove a dead tree on Outville Road.

It was moved by Kincaid, seconded by Davis to approve the cost of removing the dead tree. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

Fire Board

Council member Kincaid said the Chief Majors, who has been with the department for 33 years, has retired. During his tenure he hired about 60 people, built a couple of fire stations and our runs went from 5,000 to 10,000 runs.

Engineer

Mayor Ashcraft said Randy will be doing a traffic study on Palmer Road.

Solicitor

Brian said Ordinance 07-2025 should be amended by substitution in order to insert the new changes to the zoning code.

With Resolution 14-2025, we thought Speedway and Dollar General had signed their pieces of legislation. They came in after we approved our legislation. Resolution 14-2025 restates our approval.

Finance

Council member read the following fund balances:

General	227,073.97	Indigent Drivers	400.00
Street	80,728.89	Am Rescue Plan	15.00
State Hwy.	36,964.11	Enfct & Education	80.00
Cont. Prof. Training	720.00	Court Computer	1,808.86
Drug Law Enfct.	3,964.11	Sewer Operating	265,576.40

Total of \$616,962.13

Legislative Actions

Third Reading – Ordinance 07-2025 – An Ordinance adopting an amended and updated Village of Kirkersville Planning and Zoning Code.

It was moved by Kincaid, seconded by Davis to amend Ordinance 07-2025 by substitution.

Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

It was moved by Kincaid, seconded by Coe to adopt Ordinance 07-2025 as amended. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

First Reading – Resolution 14-2025 – A Resolution restating the Village of Kirkersville' s approval of a contract to create a Joint Economic Development District (Kirkersville JEDD District NO. 1), authorizing the Mayor to execute the same, and declaring an emergency.

It was moved by Davis, seconded by Coe to suspend with the rules. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

It was moved by Kincaid, seconded by Davis to adopt Resolution 14-2025 as an emergency. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

Bills

It was moved by Davis, seconded by Coe to pay the bills in the amount of \$21,787.61. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none.

New Business

It was moved by Kincaid, seconded by Coe to hold Trick or Treat night on Thursday, October 30 from 6-7:30 p.m.

Mayor Ashcraft said there was a discussion last week about the traffic at the school. The Sheriff wanted to reset the light timing but ODOT said no.

Adjournment

There being no further business, it was moved by Kincaid, seconded by Coe to adjourn. Following vote on the motion is recorded: yea, 4; Coe, Davis, Kincaid and Slone. Nay, none. Meeting adjourned at 7:14 p.m.

RESOLUTION NO. 15-2025

ADOPTED: _____

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR, OR HIS DESIGNEE, TO PREPARE AND SUBMIT AN APPLICATION FOR FUNDING OF THE PALMER ROAD IMPROVEMENTS PROJECT UNDER THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM AND DECLARING AN EMERGENCY

WHEREAS, the Ohio Public Works Commission (OPWC) State Capital Improvement Program (SCIP) provides financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, Council for the Village of Kirkersville believes it is necessary to pave and repair a section of Palmer Road to ensure the safety of citizens on the roadway. The Village is eligible to apply for SCIP financial assistance to help fund this much needed roadway improvement; and

WHEREAS, the infrastructure improvement herein described is a priority need for the community and is a qualified project under the OPWC programs; and

WHEREAS, Council for the Village of Kirkersville would like the Mayor, or his designee, to complete and submit the OPWC/SCIP financial assistance application for the Palmer Road Improvements Project.

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

SECTION 1: The Mayor, or his designee, is hereby authorized and directed to prepare and submit an application, and any other necessary and related documents, to OPWC/SCIP for financial assistance for the Palmer Road Improvements Project.

SECTION 2: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

SECTION 3: 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 4: This Resolution is hereby declared an emergency measure necessary for the health, safety, and welfare of the residents of the Village and for the further reason that the Village needs to make this application as soon as possible. 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 _____ 2025.

Terry Ashcraft, Mayor

ATTEST: _____
Clerk of Council

APPROVED:

Approved as to form this 31st day of October 2025:



Brian M. Zets
Village Solicitor

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, 2026 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	21,700.00

Total Police Law Enforcement	79,344.00
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COMMUNITY ENVIRONMENT

Community Planning and Zoning

Personal Services	11,405.00
All other Expenses	31,000.00

TOTAL COMMUNITY ENVIRONMENT	42,405.00
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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	15,600.00

Total Mayor's Court	23,681.50
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Fiscal Officer

Personal Services	16,934.00
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Total Fiscal Officer	16,934.00
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Lands and Buildings		
All other expenditures	69,168.64	
Total Lands and Buildings		69,168.64
Solicitor		
Contractual Services	18,500.00	
Total Solicitor		18,500.00
Other General Government		
All other expenditures	33,598.00	
Total Other General Government		33,598.00
GRAND TOTAL GENERAL REVENUE FUNDS		29,238.14

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
CONTINUING PROFESSIONAL TRAINING		
All other expenses	720.00	
TOTAL CONTINUING PROFESSIONAL TRAINING		720.00
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	2,908.00	
TOTAL MAYOR'S COURT COMPUTER FUND		2,908.00
GRAND TOTAL SPECIAL REVENUE FUNDS		299,238.14

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

Personal Services	10,630.30
All other Expenses	370,188.70

TOTAL SEWER OPERATING FUND	380,819.00
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GRAND TOTAL ALL FUNDS	827,729.25
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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 5 day of March 2025.

Attest: _____
Fiscal Officer

Mayor

Fund Status

UAN v2025.2

As Of 11/1/2025

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	34.122%	\$213,864.88	\$0.00	\$213,864.88
2011	Street Construction Maint. & Repair	13.492%	\$84,563.51	\$0.00	\$84,563.51
2021	State Highway	5.948%	\$37,280.41	\$0.00	\$37,280.41
2061	State Grant	0.000%	\$0.00	\$0.00	\$0.00
2062	Continuing Professional Training	0.115%	\$720.00	\$0.00	\$720.00
2081	Drug Law Enforcement	0.632%	\$3,964.11	\$0.00	\$3,964.11
2082	Indigent Drivers Interlock & Alcohol Mon	0.064%	\$400.00	\$0.00	\$400.00
2151	Coronavirus Relief Fund	0.000%	\$0.00	\$0.00	\$0.00
2152	American Rescue Plan	0.002%	\$15.00	\$0.00	\$15.00
2271	Enforcement and Education	0.013%	\$80.00	\$0.00	\$80.00
2901	Mayor's Court Computer Fund	0.289%	\$1,808.86	\$0.00	\$1,808.86
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	45.323%	\$284,074.79	\$0.00	\$284,074.79
9901	Other Agency	0.000%	\$0.00	\$0.00	\$0.00
All Funds Total			\$626,771.56	\$0.00	\$626,771.56
Pooled Investments					\$0.00
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$626,771.56

Last reconciled to bank: 09/30/2025 – Total other adjusting factors: \$243.26

Payment Listing

UAN v2025.2

9/2/2025 to 10/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
276-2025	09/12/2025	09/12/2025	EW	US Treasury	\$211.16	C
286-2025	09/30/2025	10/04/2025	CH	American Electric Power	\$797.67	C
287-2025	09/30/2025	10/04/2025	CH	Time Warner Cable	\$183.89	C
288-2025	09/30/2025	10/04/2025	CH	Time Warner Cable	\$266.72	C
289-2025	09/30/2025	10/04/2025	CH	Columbia Gas of Ohio	\$53.89	C
290-2025	09/30/2025	10/04/2025	CH	Columbia Gas of Ohio	\$53.89	C
291-2025	09/30/2025	10/04/2025	CH	American Electric Power	\$2,924.43	C
292-2025	09/10/2025	10/04/2025	CH	Park National Bank	\$29.40	C
293-2025	09/02/2025	10/04/2025	CH	U. S. Bank Equipment Finance	\$31.83	C
296-2025	10/04/2025	10/04/2025	CH	Isaac Wiles	\$1,883.00	O
297-2025	10/04/2025	10/04/2025	CH	Isaac Wiles	\$608.50	O
298-2025	10/04/2025	10/04/2025	CH	South Central Power	\$16.00	O
299-2025	10/04/2025	10/04/2025	CH	LocalIQ	\$65.38	O
302-2025	10/04/2025	10/04/2025	CH	American Electric Power	\$47.46	O
303-2025	10/04/2025	10/04/2025	CH	American Electric Power	\$832.45	O
304-2025	10/04/2025	10/04/2025	CH	American Electric Power	\$2,845.37	O
305-2025	10/04/2025	10/04/2025	CH	Columbia Gas of Ohio	\$55.37	O
306-2025	10/04/2025	10/04/2025	CH	Columbia Gas of Ohio	\$55.37	O
309-2025	10/04/2025	10/04/2025	CH	American Electric Power	\$38.81	O
310-2025	10/04/2025	10/04/2025	CH	American Electric Power	\$130.62	O
313-2025	10/12/2025	10/12/2025	CH	American Electric Power	\$146.25	O
314-2025	10/12/2025	10/12/2025	CH	Verizon Wireless	\$120.33	O
315-2025	10/12/2025	10/12/2025	CH	American Electric Power	\$48.25	O
316-2025	10/12/2025	10/12/2025	CH	Isaac Wiles	\$1,536.50	O
317-2025	10/12/2025	10/12/2025	CH	Isaac Wiles	\$3,369.00	O
319-2025	10/12/2025	10/12/2025	EW	US Treasury	\$299.42	O
320-2025	10/12/2025	10/12/2025	EW	OHIO DEPARTMENT OF TAXATION	\$173.48	O
321-2025	10/12/2025	10/12/2025	EW	OHIO SCHOOL DISTRICT INCOME TAX	\$44.46	O
322-2025	10/12/2025	10/12/2025	EW	Regional Income Tax Agency	\$158.93	O
323-2025	10/12/2025	10/12/2025	EW	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$772.58	O
324-2025	10/12/2025	10/12/2025	EW	Ohio School District Income Tax	\$19.20	O
327-2025	10/26/2025	10/26/2025	CH	Time Warner Cable	\$183.89	O
328-2025	10/26/2025	10/26/2025	CH	Time Warner Cable	\$266.72	O
329-2025	10/26/2025	10/26/2025	CH	Park National Bank	\$56.80	O
330-2025	10/04/2025	10/26/2025	CH	Park National Bank	\$439.47	O
14708	09/03/2025	09/03/2025	PR	Darren M Coe	\$243.26	V
14708	09/03/2025	09/03/2025	PR	Darren M Coe	-\$243.26	V
14729	10/01/2025	10/01/2025	PR	Shirley A Roskoski	\$478.79	O
14730	10/01/2025	10/01/2025	PR	Shirley A Roskoski	\$478.79	O
14731	10/01/2025	10/01/2025	PR	TERRY W. ASHCRAFT	\$370.41	O
14732	10/01/2025	10/01/2025	PR	Victoria H Coe	\$943.91	O
14733	10/01/2025	10/01/2025	AW	Arcadis Engineering Services Inc.	\$5,205.00	O
14738	10/01/2025	10/01/2025	PR	Victoria H Coe	\$237.99	O
14743	10/01/2025	10/01/2025	AW	Slone Tree Service	\$1,650.00	O
14744	10/01/2025	10/01/2025	AW	Gary's Place	\$1,080.18	O
14747	10/04/2025	10/04/2025	PR	Jack V Christy	\$389.65	O

Payment Listing

9/2/2025 to 10/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
14748	10/04/2025	10/04/2025	AW	Licking Regional Water District	\$23.43	O
14752	10/12/2025	10/12/2025	AW	Gro-Green Lawn and Landscape	\$1,100.00	O
14753	10/12/2025	10/12/2025	PR	Shirley A Roskoski	\$478.79	O
14755	10/19/2025	10/19/2025	AW	Slone Tree Service	\$1,120.00	O
14759	10/26/2025	10/26/2025	PR	Kelly M Brown	\$326.45	O
14760	10/26/2025	10/26/2025	PR	Shirley A Roskoski	\$478.79	O
Total Payments:					\$33,128.67	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$33,128.67	

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.