AGENDA - Village of Kirkersville

December 3, 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 November 5, 2025
3. Public Poll
   Randy Stoll - Engineer
4. Village Official Report
   - Mayor
   - BPA
   - Police Department
   - Street Commissioner
   - Fire Board
   - Engineer
   - Planning and Zoning
   - Solicitor
   - Finance Committee
   - Fiscal Officer

5. Legislative Actions
   Resolution 16-2025 -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.

6. Bills - $36,253.82
7. Old Business
8. New Business
9. Public Poll - 3 minutes
10. Council Poll
11. Adjournment

Village of Kirkersville Council Meeting Minutes

November 5, 2025

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

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

Also present: Fiscal Officer Shirley Roskoski, Solicitor Brian Zets and Engineer Randy Stoll

Agenda
It was moved by Engel, 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 Coe, seconded by Engel to approve the minutes of October 1, 2025. 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 approve the minutes of October 13, 2025. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Public Poll
A gentleman from the Church asked if they would be able to use the village lot to park cars during their Thanksgiving gathering.
Council member Coe was worried about liability.
Brian said they won't have liability. Not much risk.
It was moved by Coe, seconded by Kincaid to allow the church to park cars on the village lot. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Randy Stoll said he will prepare an OPWC application for the Street Paving Improvement Project for Palmer Road West. Several pot holes could be forming. It has been 25 years since this was last paved. The application would be for a grant of $151,897.01, loan of 21,960.06 for ten years and a local match of 26,142.93.
His will be under the small government section. If awarded, the funds will be available July 1, 2026. The traffic count was 300 cars in a 24-hour period.

Mayor
Mayor Ashcraft said the fines for the month were 75.00.

BPA
Dave White who owns the former Pinekirk Nursing Home is renovating the building to become a pizza place. The living quarters will remain unused. He is asking that he pay for only one unit of billing for the sewers instead of the four that he is currently being billed for.

Randy Stoll said Licking County set the occupancy at 35.
Vicki asked if this would set a precedent.
Mayor Ashcraft said how can we do this for one person and not for others.
Council member Coe said he should pay for the four units.
Council member Kincaid said this would be opening a can of worms.

Police
Mayor Ashcraft said the Chief has to do some training. The radar cannot be used until next week.

Streets
Council member Kincaid said Gro-Green will charge the same rate as last year for salting and plowing.

Fire Board
Council member Kincaid said the tower truck is down. We sent letters to the Township about the TIF's. We ae averaging 9,000 to 10,000 runs a year.

Planning and Zoning
Council member Engel said they have not met. He said that trucks are turning eft out of Speedway and they are not supposed to. Can something be done to stop that?

Mayor Ashcraft said he will talk with Speedway tomorrow. He said that Nate Green has someone looking at the Red rock property.

Finance
Council member Davis read the following fund balances:

General	213,864.88	Indigent Drivers	400.00
Street	84,563.51	Am Rescue Plan	15.00
State Hwy.	37,280.41	Enfct & Education	80.00
Cont. Prof. Training	720.00	Court Computer	1,808.86
Drug Law Enfct.	3,964.11	Sewer Operating	284,074.79

Total of $626,771,56

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.

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 15-2025 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

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.

It was moved by Engel, seconded by Davis 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 Ordinance 08-2025 as an emergency. Following vote on the motion is recorded: yea, 5; Coe, Davis, Engel, Kincaid and Slone. Nay, none.

Old Business

Council member Engel asked if there was an update regarding the parking lot at the post office. The Hebron post master said it should be done before cold weather.

New Business

Mayor Ashcraft said he has a quote to power wash the municipal building at a cost of $512.50.

It was moved by Davis, seconded by Coe to approve the cost of 512.50 for the power washing. 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 Kincaid, 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 7:46 p.m.

_____ _____

Fiscal Officer Mayor

RESOLUTION 16-2025

ADOPTED: _____

A RESOLUTON 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

WHEREAS, in circumstances where an indigent individual is charged with a violation of ordinances of the Village of Kirkersville, and that person requests appointed counsel, the Municipal Court will appoint an attorney to provide for the individual's defense; and

WHEREAS, the county provides legal representation for indigent adults through and appointed system adopted in accordance with Ohio Revised Code Section 120.33, and

WHEREAS, the county may contract with a municipal corporation to provide legal representation for indigent persons charged with a violation or an ordinance of a municipal corporation for which the penalty or any possible adjudication includes the loss of liberty, and

WHEREAS, if there is no existing agreement between the Village of Kirkersville and the Licking County Board of Commissioners regarding reimbursement of the counsel appointed for the defendant, Licking County is unable to reimburse such attorney.

WHEREAS, this contract must contain terms in conformance with Ohio Administrative Code 120-1-09 and the parties must follow the Ohio Public Defender Commission standards and guidelines and the limits of the County Maximum Fee Schedule for Appointed Counsel in order for the County to obtain reimbursement for indigent defense costs pursuant to ORC 120.33 and 120.35, and pay the Village its appropriate share.

WHEREAS, an agreement, Resolution 122-86 for Indigent Defense services in Municipal Court with the Licking County Commissioners and the Village of Kirkersville reflecting the terms in conformance with the Ohio Administrative Code 120-1-09 was approved on January 09, 2025, and

WHEREAS, the term of this agreement shall be for one (1) year, January 1, 2026 to December 31, 2026 with the option for renewal for additional one year terms upon proper resolution of each entity agreeing to the one year extension and proper appropriation of funding for the new year.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF KIRKERSVILLE, LICKING COUNTY, STATE OF OHIO, that

SECTION 1. The Mayor is hereby authorized 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.

SECTION 3. All legislation or parts thereof that are inconsistent herewith, be and are hereby, repealed and this resolution shall take effect according to law.

SECTION 4: 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 5. That this Resolution is declared an emergency measure necessary for the health, safety and welfare of the Village and its residents and specifically that this contact goes into effect January 1, 2025 and this resolution shall take effect immediately upon passage.

Passed in Council this _____ day of December 2025.

Payment Listing

11/5/2025 to 12/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
336-2025	11/11/2025	11/11/2025	CH	American Electric Power	$100.74	C
337-2025	11/11/2025	11/11/2025	CH	American Electric Power	$39.66	C
338-2025	11/11/2025	11/11/2025	CH	American Electric Power	$109.25	C
340-2025	11/11/2025	11/11/2025	CH	American Electric Power	$896.47	C
341-2025	11/11/2025	11/11/2025	CH	Verizon Wireless	$120.33	C
342-2025	11/11/2025	11/11/2025	CH	Columbia Gas of Ohio	$64.93	C
343-2025	11/11/2025	11/11/2025	CH	Columbia Gas of Ohio	$61.45	C
344-2025	11/11/2025	11/11/2025	CH	Columbia Gas of Ohio	$59.35	C
347-2025	11/15/2025	11/15/2025	EW	US Treasury	$431.94	C
348-2025	11/15/2025	11/15/2025	EW	OHIO PUBLIC EMPLOYEES RETIREMENT S	$797.78	C
351-2025	11/28/2025	11/28/2025	CH	Park National Bank	$355.28	C
352-2025	11/28/2025	11/28/2025	CH	U. S. Bank Equipment Finance	$138.37	C
353-2025	11/28/2025	11/28/2025	CH	South Central Power	$16.00	C
354-2025	11/28/2025	11/28/2025	CH	American Electric Power	$2,971.60	C
355-2025	11/28/2025	11/28/2025	CH	Waste Management of Ohio, Inc.	$375.38	C
356-2025	11/28/2025	11/28/2025	CH	Time Warner Cable	$183.89	C
357-2025	11/28/2025	11/28/2025	CH	Time Warner Cable	$266.72	C
358-2025	11/28/2025	11/28/2025	CH	Isaac Wiles	$153.00	O
359-2025	12/01/2025	12/01/2025	CH	Park National Bank	$940.30	O
361-2025	12/01/2025	12/01/2025	CH	American Electric Power	$35.81	O
362-2025	12/01/2025	12/01/2025	CH	American Electric Power	$106.36	O
363-2025	12/01/2025	12/01/2025	CH	American Electric Power	$95.76	O
364-2025	12/01/2025	12/01/2025	CH	American Electric Power	$45.11	O
365-2025	12/01/2025	12/01/2025	CH	Columbia Gas of Ohio	$58.04	O
366-2025	12/01/2025	12/01/2025	CH	Columbia Gas of Ohio	$219.48	O
367-2025	12/01/2025	12/01/2025	CH	Columbia Gas of Ohio	$121.59	O
368-2025	12/01/2025	12/01/2025	CH	South Central Power	$16.00	O
14763	11/05/2025	11/05/2025	PR	Jack V Christy	$303.60	C
14764	11/05/2025	11/05/2025	PR	TERRY W. ASHCRAFT	$370.41	C
14765	11/05/2025	11/05/2025	PR	Victoria H Coe	$1,054.14	C
14768	11/05/2025	11/05/2025	AW	AutoZone, Inc.	$49.55	C
14769	11/05/2025	11/05/2025	AW	David Kreager	$414.00	C
14770	11/05/2025	11/05/2025	AW	Harrison Township	$10,000.00	C
14771	11/05/2025	11/05/2025	AW	Licking Regional Water District	$71.64	C
14772	11/05/2025	11/05/2025	AW	Parr Public Safety Equipment	$1,500.00	C
14773	11/05/2025	11/05/2025	AW	Licking County Health Department	$595.00	C
14774	11/11/2025	11/11/2025	PR	Kelly M Brown	$664.04	C
14775	11/11/2025	11/11/2025	PR	Shirley A Roskoski	$478.79	C
14776	11/12/2025	11/12/2025	AW	Arcadis Engineering Services Inc.	$6,300.00	C
14778	11/12/2025	11/12/2025	AW	Licking Regional Water District	$92.04	C
14779	11/12/2025	11/12/2025	AW	Gro-Green Lawn and Landscape	$650.00	C
14781	11/24/2025	11/24/2025	PR	Kelly M Brown	$1,102.62	O
14782	11/24/2025	11/24/2025	PR	Shirley A Roskoski	$478.79	C
14787	12/01/2025	12/01/2025	PR	Jack V Christy	$818.04	O
14788	12/01/2025	12/01/2025	PR	TERRY W. ASHCRAFT	$370.47	O
14789	12/01/2025	12/01/2025	PR	Victoria H Coe	$943.91	O

Payment Listing

11/5/2025 to 12/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
14790	12/01/2025	12/01/2025	PR	Mark A Davis	$246.64	O
14791	12/01/2025	12/01/2025	PR	James D Kincaid	$245.29	O
14792	12/01/2025	12/01/2025	PR	Carrie M Slone	$246.64	O
14793	12/01/2025	12/01/2025	PR	Darren M Coe	$243.26	O
14794	12/01/2025	12/01/2025	PR	David E Engel	$234.36	O
				Total Payments:	$36,253.82	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$36,253.82	

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.

Fund Status

As Of 12/8/2025

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	35.224%	$215,168.96	$0.00	$215,168.96
2011	Street Construction Maint. & Repair	11.702%	$71,481.28	$0.00	$71,481.28
2021	State Highway	6.165%	$37,661.80	$0.00	$37,661.80
2061	State Grant	0.000%	$0.00	$0.00	$0.00
2062	Continuing Professional Training	0.118%	$720.00	$0.00	$720.00
2081	Drug Law Enforcement	0.649%	$3,964.11	$0.00	$3,964.11
2082	Indigent Drivers Interlock & Alcohol Mon	0.065%	$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	0.299%	$1,824.86	$0.00	$1,824.86
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	45.763%	$279,541.08	$0.00	$279,541.08
9901	Other Agency	0.000%	$0.00	$0.00	$0.00
	All Funds Total		$610,857.09	$0.00	$610,857.09
				Pooled Investments	$0.00
				Secondary Checking Accounts	$0.00
				Available Primary Checking Balance	$610,857.09

Last reconciled to bank: 11/30/2025 – Total other adjusting factors: $0.00