

AGENDA - Village of Kirkersville Special meeting

July 8, 2026

Opening: Pledge of Allegiance

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

1. Approval of Agenda
2. Approval of Minutes June 3, 2026
3. Public Poll
5. Village Official Report

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

6. Legislative Actions

First Reading – Resolution 08-2026 –A Resolution confirming the Mayor’s appointment of Randall C. Delawder as Chief of Police for the Village of Kirkersville Police Department and declaring an emergency

7. Bills - \$42,420.83
8. Old Business
9. New Business
10. Public Poll – 3 minutes
11. Council Poll
12. Adjournment

Village of Kirkersville Council Meeting Minutes

June 3, 2026

Pro tem Kincaid called the meeting to order at 7:00 p.m.

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

Absent: Mayor Ashcraft

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: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

Minutes

It was moved by Davis, seconded by Coe to approve the minutes of May 6, 2026.

Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

Mayor

Pro tem Kincaid said he had a few cost estimates from Terry. The first one is an estimate from Tom Lott to install a pad and the new mile marker. The cost is \$1,600.00. It was moved by Engel, seconded by Davis to approve the cost of the mile marker install. Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

The next quote from Tom Lott is for replacing the rubber roof at the police department and cut back and spray the vines. That cost is \$3,900.00. It was moved by Engel, seconded by Coe to approve the cost of \$3,900.00 for the roof and spraying. Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

The next cost is \$3,000.00 to put stone down in the alley between Stone and Channel from Fifth to Third and the alley between Hamilton and Main from Fifth to east of second Street and South Alley. It was moved by Coe, seconded by Davis to put stone in the alleys for \$3,000.00.

Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

Engineer

Randy Stoll said the village did receive funding from OPWC to pave Palmer Rd. from 158 going west. The estimated total cost is \$163,000.00. We are getting a grant of \$115,000.00 and a zero percent loan of \$21,000.00 to be paid over 10 years with an annual payment of \$2,000.00. We will need to do a match of \$26,000.00. he said the engineering cost will be \$7,000.00.

Randy said for the treatment plant, he tried to get a grant from the EPA and was told no. There is approximately about \$525,000.00 worth of repairs remaining at the sewer plant. If we borrow the full \$525,000.00 the payment will be \$2,200.00 per month for 30 years. Interest rate at 3.08. The screening cost is \$210,000.00 and electrical upgrades cost of \$10,000.00. The village can borrow from the EPA in the amount of \$250,000.00 for a term of 15 years with a payment of \$1,700.00 per month. Interest rate is 3.08. This cannot be paid off early as the funds are coming from Bonds.

Solicitor

Brian said the JEDD Board will be meeting in two weeks.

Finance

Council member Davis read the following fund balances:

General	285,587.48	Indigent Drivers	400.00
Street	72,791.05	Enfct. & Education	80.00
State Hwy.	39,951.46	Computer Fund	16.00
Cont. Prof. Training	720.00	Sewer Operating	290,261.99
Drug law Enfct.	3,964.11		

For a total of \$693,772.09.

Legislative Actions

Third Reading- Ordinance 02-2026 – An Ordinance amending the Village of Kirkersville Zoning Fee Schedule.

Council member Coe said we removed Section A and B and I think A and B should be back in there. Council member Engel said there was talk about the village would receive the bills and then send an invoice to the applicant.

Engineer Randy Stoll has seen a lot of communities make the developer put a deposit down for the cost of engineer, legal, etc. and then just keep track of how much of that deposit is being spent. This takes away from having to collect funds on the back end. I like that a lot. If they decide to walk, you may have a hard time getting them to pay.

Council member Coe said we have a large permit fee up front.

Council member Spaulding said you already know I don't like zoning fees for residents. I agree with zoning fees for commercial.

It was moved by Coe, seconded by Engel to amend Ordinance 02-2026 by reinstating Section A and B back into Ordinance 02-2026.

Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

It was moved by Engel, seconded by Coe to adopt Ordinance 02-2026 as amended.

Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

First Reading Ordinance 03-2026 – An Ordinance creating, establishing, and adopting the Village of Kirkersville Cybersecurity Policy and declaring an emergency.

It was moved by Engel, seconded by Coe to suspend with the rules. Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

It was moved by Engel, seconded by Coe to adopt Ordinance 03-2026 as an emergency.
Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

First Reading – Resolution 07-2026 – A Resolution authorizing and directing the Mayor and Fiscal Officer to execute financial agreements with the Ohio Public Works Commission to receive funding for the Palmer Road Improvements Project and declaring an emergency.

It was moved by Davis, seconded by Coe to suspend with the rules. Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

It was moved by Davis, seconded by Coe to adopt Resolution 07-2026 as an emergency.
Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

Bills

It was moved by Davis, seconded by Coe to pay the bills in the amount of \$13,903.43. Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none.

Old Business

Council member Spaulding asked if there was a way to no longer use RITA and do the tax collections ourselves.

Shirley said do you know how hard that is. That is why RITA is there, due to the regulations involved.

Brian said RITA is just collecting our tax.

Shirley said RITA charges us 3.0% for collecting our funds.

Adjournment

There being no further business, it was moved by Engel, seconded by Coe to adjourn.

Following vote on the motion is recorded: yes, 6 Coe, Davis, Engel, Slone and Spaulding. Nay, none. Meeting adjourned at 8:16 p.m.

Fiscal Officer

Mayor

RESOLUTION NO. 08-2026

ADOPTED: _____

A RESOLUTION CONSENTING TO THE MAYOR'S APPOINTMENT OF RANDALL DELAWDER AS CHIEF OF POLICE FOR THE VILLAGE OF KIRKERSVILLE POLICE DEPARTMENT AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Section 737.15 of the Ohio Revised Code, each Village shall have a marshal, designated Chief of Police, appointed by the Mayor with the consent of the legislative authority of the Village; and

WHEREAS, there is currently a vacancy in the position of Chief of Police for Village of Kirkersville Police Department; and

WHEREAS, Mayor Ashcraft has appointed Randall Delawder to the position of Chief of Police for the Village of Kirkersville Police Department because of his experience in law enforcement, including his prior service as Chief of Police for the Village of Kirkersville and Acting Marshall for the Village of Alexandria; and

WHEREAS, Council for the Village of Kirkersville now wants to consent to the Mayor's appointment pursuant to R.C. 737.15 to ensure the Village of Kirkersville Police Department is adequately staffed in order to promote and protect the public health, safety, prosperity, and welfare of Village residents.

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

SECTION 1: As required by R.C. 737.15, Council for the Village of Kirkersville hereby consents to the Mayor's appointment of Randall Delawder as Chief of Police for the Village of Kirkersville Police Department.

SECTION 2: R.C. 737.15 requires a newly appointed chief of police take and pass, not more than sixty days prior his / her appointment, a physical examination given by a licensed physician, a physician assistant, a clinical nurse specialist, a certified nurse practitioner, or a certified nurse-midwife, showing that he / she meets the physical requirements necessary to perform the duties of a chief of police. However, it is Ohio Police and Fire Pension Fund ("OP&F") policy to allow an officer's previous physical examination to transfer between OP&F member agencies so long as the officer does not have a prolonged period of unemployment between agencies. Randall Delawder is coming to the Village of Kirkersville from the Village of Alexandria, another OP&F member agency, and has successfully completed a physical examination. The report for this examination has been filed with the OP&F. Therefore, Chief Delawder shall not be required to complete another physical examination.

SECTION 3: Council for the Village of Kirkersville hereby waives the residency requirement set forth in R.C. 737.15 and therefore approves Chief Delawder's residence outside the Village of Kirkersville.

SECTION 4: As contemplated under R.C. 737.17, this appointment shall be for a probationary period and shall not be final until Council for the Village of Kirkersville makes it so.

SECTION 5: Chief Delawder shall work a maximum of 32 hours per week and shall be compensated at the rate of \$25.00 per hour.

SECTION 6: 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 7: 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 8: Council hereby declares this legislation an emergency measure necessary for the health, safety, and welfare of the residents of the Village and for the further reason that Council must consent to this appointment immediately so that Chief Delawder can begin working. 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.

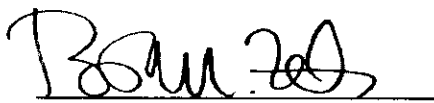
Passed in Council this ___ day of July 2026.

Terry Ashcraft, Mayor

ATTEST: _____
Shirley Roskoski, Clerk of Council

APPROVED:

Approved as to form this 1st day of July 2026:



Brian M. Zets
Village Solicitor

Payment Listing

6/2/2026 to 6/30/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
182-2026	06/06/2026	06/06/2026	CH	Verizon Wireless	\$120.33	O
183-2026	06/06/2026	06/06/2026	CH	South Central Power	\$16.00	O
184-2026	06/06/2026	06/06/2026	CH	Park National Bank	\$755.63	O
185-2026	06/08/2026	06/06/2026	EW	US Treasury	\$224.86	O
186-2026	06/08/2026	06/06/2026	EW	OHIO DEPARTMENT OF TAXATION	\$200.04	O
187-2026	06/08/2026	06/06/2026	EW	OHIO SCHOOL DISTRICT INCOME TAX	\$13.62	O
188-2026	06/08/2026	06/06/2026	EW	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$719.76	O
191-2026	06/16/2026	06/16/2026	CH	Columbia Gas of Ohio	\$91.95	O
192-2026	06/16/2026	06/16/2026	CH	Columbia Gas of Ohio	\$66.53	O
194-2026	06/16/2026	06/16/2026	CH	American Electric Power	\$2,993.50	O
195-2026	06/16/2026	06/16/2026	CH	American Electric Power	\$110.78	O
197-2026	06/28/2026	06/28/2026	CH	Isaac Wiles	\$1,038.47	O
198-2026	06/28/2026	06/28/2026	CH	Isaac Wiles	\$538.00	O
199-2026	06/28/2026	06/28/2026	CH	American Electric Power	\$754.43	O
200-2026	06/28/2026	06/28/2026	CH	Charter Communications	\$196.68	O
201-2026	06/28/2026	06/28/2026	CH	Charter Communications	\$285.98	O
14931	06/02/2026	06/02/2026	PR	Darren M Coe	\$239.82	O
14932	06/02/2026	06/02/2026	PR	Mark A Davis	\$246.64	O
14933	06/02/2026	06/02/2026	PR	James D Kincaid	\$243.92	O
14934	06/02/2026	06/02/2026	PR	Carrie M Slone	\$246.64	O
14935	06/02/2026	06/02/2026	PR	james W Spaulding	\$319.77	O
14936	06/02/2026	06/02/2026	PR	David E Engel	\$232.30	O
14937	06/02/2026	06/02/2026	PR	TERRY W. ASHCRAFT	\$365.10	O
14938	06/02/2026	06/02/2026	PR	Victoria H Coe	\$889.29	O
14939	06/03/2026	06/03/2026	PR	Victoria H Coe	\$35.02	O
14940	06/03/2026	06/03/2026	PR	Jack V Christy	\$393.62	O
14941	06/03/2026	06/03/2026	AW	Kevin C. Shannon, Esq.	\$300.00	O
14942	06/06/2026	06/06/2026	PR	Shirley A Roskoski	\$524.81	O
14944	06/06/2026	06/06/2026	AW	Rinehart-Walters-Danner	\$16,231.00	O
14945	06/06/2026	06/06/2026	AW	Jeffrey R. Bing	\$3,400.00	O
14946	06/06/2026	06/06/2026	AW	Lowe's	\$91.98	O
14947	06/16/2026	06/16/2026	AW	Tom Lott Roofing & Remodeling	\$3,300.00	O
14949	06/16/2026	06/16/2026	AW	Gro-Green Lawn and Landscape	\$2,050.00	O
14950	06/16/2026	06/16/2026	AW	Licking Regional Water District	\$59.55	O
14951	06/16/2026	06/16/2026	AW	Tom Lott Roofing & Remodeling	\$1,600.00	O
14954	06/25/2026	06/25/2026	AW	Kevin C. Shannon, Esq.	\$300.00	O
14955	06/25/2026	06/25/2026	AW	Slone Tree Service	\$2,700.00	O
14956	06/25/2026	06/25/2026	PR	Shirley A Roskoski	\$524.81	O
Total Payments:					\$42,420.83	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$42,420.83	

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

Payment Listing

6/2/2026 to 6/30/2026

- 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

UAN v2026.2

As Of 6/28/2026

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	38.241%	\$258,403.31	\$0.00	\$258,403.31
2011	Street Construction Maint. & Repair	10.578%	\$71,479.07	\$0.00	\$71,479.07
2021	State Highway	5.957%	\$40,256.17	\$0.00	\$40,256.17
2061	State Grant	0.000%	\$0.00	\$0.00	\$0.00
2062	Continuing Professional Training	0.107%	\$720.00	\$0.00	\$720.00
2081	Drug Law Enforcement	0.587%	\$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	0.000%	\$0.00	\$0.00	\$0.00
2271	Enforcement and Education	0.012%	\$80.00	\$0.00	\$80.00
2901	Mayor's Court Computer Fund	0.002%	\$16.00	\$0.00	\$16.00
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	44.457%	\$300,412.74	\$0.00	\$300,412.74
9901	Other Agency	0.000%	\$0.00	\$0.00	\$0.00
All Funds Total			\$675,731.40	\$0.00	\$675,731.40
Pooled Investments					\$0.00
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$675,731.40

Last reconciled to bank: 05/31/2026 – Total other adjusting factors: \$0.00