Village of Kirkersville Council Meeting Minutes

May 6, 2026

Mayor Ashcraft 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

Also present: Fiscal Officer Shirley Roskoski and Solicitor Brian Zets.

Agenda
It was moved by Coe, seconded by Kincaid to amend the agenda by adding Ordinance 02-2026 to the agenda. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.
It was moved by Kincaid, seconded by Coe to adopt the agenda as amended. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Minutes
It was moved by Engel, seconded by Kincaid to approve the minutes of April 1, 2026> Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Mayor
Mayor Ashcraft said that we need to find someone to haul gravel as Dave VanDyke retired. He suggested Martin Trucking. Council member Spaulding said he has worked with Thomas Excavating.
It was moved by Coe, seconded by Engel to use Martin Trucking. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

BPA
Mayor Ashcraft said that Cummins completed their repairs of the generator.

Streets
Mayor Ashcraft said the two handicap ramps on the sidewalk near Judy Casto's place need to repaired. The cost estimate from Jeffrey Bing is $3,400.00. It was moved by Engel, seconded by Coe to approve the cost of the handicap ramp repairs in the amount of $3.400.00. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Mayor Ashcraft said we need new flags. The ones from Lowes don't last. He said CarrotTop has 30 flags for a cost of $1,635.00. It was moved by Kincaid, seconded by Davis to purchase the flags from CarrotTop for $1,635.00. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Fire Board
Council member Kincaid said the EMS Coordinator has retired. They are interviewing people for this position.

Planning and Zoning
Council member Engel said Planning and Zoning met and we discussed the fee schedule. I will save my comments for the legislation reading.

Solicitor
Brian said that the Civil Complaint against the village has been dismissed.

I had a Teams meeting with Bucknell Development. They were persistent with myself and Terry to set up a meeting so I took a call with them. It wasn't a whole lot. The were about that property and development. I told them I did not have advice about what they did with their property. It seemed to me, when I sat at the meeting is that Council was not interested in having a million square foot building sitting on that property.

Brian said I made the changes that were discussed at the last meeting so I typed up a new amended Ordinance 02-2026 and put that up there for everyone. My recommendation is to amend by substitution. I also removed the emergency language.

Finance
Council member Davis read the following treasurer's report:

General	276,309.32	Indigent Drivers	400.00
Street	72,257.85	Enfct & Education	80.00
State Hwy.	39,554.63	Computer Fund	16.00
Cont. Profess. Training	720.00	Sewer Operating	284,871.40
Drug Law Enfct.	3, 964.11		

Total $678,871.40

Legislative Actions

Ordinance 02-2026 – It was moved by Kincaid, seconded by Coe to remove Ordinance 02-2026 from the table. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.
It was moved by Kincaid, seconded by Coe to amend Ordinance 02-2026 by substitution. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.
Second Reading – Ordinance 02-2026 - An Ordinance amending the Village of Kirkersville Zoning Fee Schedule.

Council member Engel aid to turn the Exhibit A, where it says Certificate of Zoning/Zoning Compliance. For residential we changed it to $250.00. For residential multi-family it is $1.25 per square foot. For non-residential It is $1.50 for 100 square feet. This would involve a small manufacturing company or something similar. This would be for those not wanting to rezone to a PUD. On the next page, at the bottom, rezoning application/zoning amendment, a zoning application for a non-PUD is $500.00. For a PUD we went from $400.00 t0 $20,000.00 up front. Final development for a PUD went from $400.00 to $10,000.00. Any PUD modifications went from $200.00 to $500.00. If you flip the page again you will see A. B, C, D and E. A and B would no be part of the zoning anymore because they will be replaced by the flat fee of $20,000.00 for the PUD preliminary development plans. Those were fees to cover engineering fees, solicitor fees, advertising fees, all those types of things.

Brian said so you want to remove A and B now. Obviously, we will have to amend this again. Council member Spaulding said there are a few items I have questions on. I feel like we are nickel and diming our residents. If they want to put a shed, a swimming pool or a fence on their property they should be able to do it without having to pay a fee. A larger building, I understand.

Council member Engel said those fees are to cover the zoning inspector's time to make sure it is installed properly and it's the zoning code.

It was moved by Engel, seconded by Kincaid to remove Section A and B from the attachment. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

First Reading – Resolution 04-2026 – A Resolution to increase the rate of pay for Kirkersville' s Mayor's Court Clerk and BPA Clerk 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; Davis, Engel, Kincaid, Slone and Spaulding. Nay, none. Recuse, one, Coe.

It was moved by Kincaid, seconded by Davis to adopt Resolution 04-2026 as an emergency. Following vote on the motion is recorded: yea, 5; Davis, Engel, Kincaid, Slone and Spaulding. Nay, none. Recuse, one; Coe

First Reading – Resolution 05-2026 – A Resolution to increase the rate of pay for Kirkersville' s Fiscal Officer Shirley Roskoski 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, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.
It was moved by Kincaid, seconded by Davis to adopt Resolution 05-2026 as an emergency. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

First Reading – Resolution 06-2026 – A Resolution to increase the rate of pay for Kirkersville' s Zoning Officer Jack Christy and declaring an emergency. It was moved by Kincaid, seconded by Coe to suspend with the rules. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none. It was moved by Kincaid, seconded by Davis to adopt Resolution 06-20206 as an emergency. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Bills
It was moved by Kincaid, seconded by Coe to pay the bills in the amount of $18,374.79. Following vote on the motion is recorded: yea, 6; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none.

Old Business
Council member Spaulding said he may have someone for a Police Chief. I don't know what pay he will want. I just gave you his number.

New Business
Mayor Ashcraft said Shirley will be retiring next March. It's going to be hard to find someone.

Council member Spaulding asked when the post office parking lot is going to be repaired. The roof needs to be replaced also.

Public Poll
Vicki Coe said I wanted to revisit the zoning questions that were brought up. You just approved a pay raise for Jack. Foe example, if someone wants to put in a pool. His responsibility would be to make sure that, not that it is just done right and on property lines but there are State safety regulations, for example, a fence needs to be around a pool. All of that has to be verified by somebody. It may take Jack an hour to go through the plans, talk to the applicant or whatever

else comes up. The fee is $45.00 and that's not even half of what is being paid to the village employees.
Dave, if I may, items A and B that you took out, although the changes to the PUD will cover it, may I remind you that we did discuss there are other things on this fee schedule that occasionally Randy or Brian will have to jump in and do an hour or two of work. By removing A and B you eliminated our ability to bill the applicant for that time. For example, a variance application. If we need Randy to weigh in on something, we need the ability to bill the applicant, which was under Section A.
Council member Engel asked Brian if there would be a way to address that? I know we talked about this.
Brian said I can make it say whatever you want it to say.
Council member Engel said we are back to Randy weighs in on the application, He sends an invoice to the village, then Shirly has to bill the applicant. The problem is there's a breakdown in that cycle. We were trying to eliminate that.
Viki said we covered that. We did take care of the PUD. I would hate for us to cut off our ability in these small incidental situations to bill for that.

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; Coe, Davis, Engel, Kincaid, Slone and Spaulding. Nay, none. Meeting adjourned at 7:55 p.m.