COUNCIL MEETING
VILLAGE OF JACKSON CENTER
REGULAR SESSION

INVOCATION / PLEDGE OF ALLEGIANCE:

Called To Order By:	Session Begin:	Session End:	Session Location:
Jesse Fark	7:00 PM	8:34	Council Chambers

MEMBERS AND VISITORS IN ATTENDANCE/ROLL CALL:

Mrs. Leisha Elchert	Present	Ms. Gina Ludwig	Present
Mr. James DeVine	Present	Mr. Wayne York	Not Present
Mr. Luke Doseck	Present	Mr. Ross Ludwig	Present

Name	Visitor/Employee	Comments
Drew Sosby	Employee	Village Administrator
Jim Gooding	Employee	Fiscal Officer
Ed Maxwell	Employee	ZEO/EDD
Mike Burton	Employee	Solicitor

MOTION TO EXCUSE FROM ATTENDANCE:

MOTION TO EXCUSE:	Wayne York	
MOTION TO EXCUSE BY:	DeVine	
MOTION SECONDED BY:	Elchert	
VOTING ROLL CALL:	VOTE	
	Yes	5
	No	0

APPROVAL OF MINUTES:

MOTION TO APPROVE MINUTES OF:	Monday, September 28, 2026	
TYPE OF MEETING:	**Regular**	
MOTION TO APPROVE BY:	Doseck	
MOTION SECONDED BY:	R Ludwig	
DISCUSSION:		
VOTING ROLL CALL:	VOTE	
	Yes	5
	No	0

PRE-SCHEDULED:

None

OLD BUSINESS:

a. LEGISLATION

NUMBER:	**2026-018**
TITLE:	An Ordinance Establishing The Village Policy For Mailboxes Located Within The Street Right Of Way.
CLASSIFICATION:	Ordinance
STATUS:	3rd Reading
MOTION TO:	Amend
MOTION MADE BY:	Elchert
MOTION SECONDED BY:	G Ludwig
DISCUSSION:	The Ordinance has been amended. A spelling error was corrected and the words, "which includes a $100.00 non-refundable deposit" were added to Section 1. The application was also made more user friendly. A date was added to the USPS approval section.

There is a need for private mailboxes to be located within the right-of-way of the Village. Improperly installed mail boxes could pose a condition that may be hazardous to the safety, health and welfare of pedestrians. The Village of Jackson Center has determined the location of mailboxes in the street right-of-way should be discouraged, especially if the installation needs to be on an existing sidewalk, but when the need arises, the installation must be approved by the Village of Jackson Center.

All mailboxes that shall be erected within the boundaries of any right-of-way of the Village of Jackson Center require an installation permit. The installation permit of a mailbox requires a signed guarantee delivery as determined by the United States Postal Service. The permit fee for an installation in the grass utility strip is Twenty-five Dollars. If the mailbox is to be attached to a new or existing sidewalk, the permit fee is One Hundred Twenty-Five Dollars. Mailboxes shall not be installed on and within sidewalks measuring less than 48" wide with the exception of hardship cases as determined by the United States Postal Service. Any installation on a sidewalk less than 60" wide, the mailbox must allow 36" of clearance to comply with ADA guidelines. Mailboxes shall be placed within the utility strip if one exists, located between the curb and sidewalk.

Mailboxes will be at least forty-two inches from the street to the bottom of the mailbox and mounted on a break-away post not larger than four inches by four inches. Said mail box will have dimensions that do not exceed twelve inches wide, twelve inches tall and twenty-four inches deep. All mailboxes shall be approved per USPS regulations and specifications. Any damage to public property which may occur during the installation or removal of a mailbox shall be repaired at the abutting property owner's expense. Failure to repair within ninety (90) days will result in the repairs being made by the Village, and the costs, including labor, materials, and administrative costs, assessed to the property owner.

All mailboxes remain the property and liability of the property owner. Any damage to an installation within the Village Right of Way remains the responsibility of the property owner to replace or repair.
Village Administrator Drew Sosby elaborated on the ordinance reporting that this ordinance will replace the existing ordinance from 2003. It establishes permits to establish mailboxes in the right-of-way. In order to be able to get a permit for a mailbox you must have a guarantee of delivery from the Post Office. If there is a grass strip you must use the grass strip. If not, they can be installed it the sidewalk. The grass strip is a $25 permit. If in the concrete, it will be a $125 permit.

VOTING ROLL CALL	VOTE		
G Ludwig	Yes		
DeVine	Yes		
Doseck	Yes		
R Ludwig	Yes		
Elchert	Yes		
VOTING RESULTS	YES: 5	NO: 0	ABSTAIN: 0

MOTION TO:	Adopt
MOTION MADE BY:	R Ludwig
MOTION SECONDED BY:	DeVine
DISCUSSION:	No Further Discussion
VOTING ROLL CALL	VOTE
DeVine	Yes
Doseck	Yes
R Ludwig	Yes

Elchert	Yes		
G Ludwig	Yes		
VOTING RESULTS	YES: 5	NO: 0	ABSTAIN: 0

NEW BUSINESS:

a. LEGISLATION

NUMBER:	**2026-010**
TITLE:	A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor And Declaring An Emergency.
CLASSIFICATION:	Resolution
STATUS:	Emergency
MOTION TO:	Suspend The Three Reading Rule
MOTION MADE BY:	DeVine
MOTION SECONDED BY:	Doseck

DISCUSSION: The Budget Commission of Shelby County has certified an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten-mill tax limitation. Council accepts the amounts and rates determined by the Budget Commission.

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

LEVY	County Audtior's Est Amount Outside 10 Mill Limitation	County Audtior's Est Amount Inside 10 Mill Limitation	County Auditor's Est Tax Rate To Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
GENERAL FUND		$ 87,270	2.00	
* Millage rate will be amended later this year per HB 335 to keep the 2026 tax year revenue increase, resulting from the Triennial Update valuation increase, held at the 9.3% Inflation Cap amount.				
2009 Current Expense Levy	$ 50,796			2.00
Voted On 11/08/2022 for 5 years (2023-2027)				
TOTAL	$ 50,796	$ 87,270	2.00	2.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

LEVY	County Auditor's Est Tax Rate	County Auditor's Est Amount
2009 Current Expense Levy	2.00	$ 50,796
Voted On 11/08/2022 for 5 years (2023-2027)		
TOTAL	2.00	$ 50,796

	The Emergency Language was added because the deadline to pass this Resolution is October 1st. There is not enough time to have three readings.

VOTING ROLL CALL	VOTE		
Doseck	Yes		
R Ludwig	Yes		
Elchert	Yes		
G Ludwig	Yes		
DeVine	Yes		
VOTING RESULTS	YES: 5	NO: 0	ABSTAIN: 0

MOTION TO:	Adopt		
MOTION MADE BY:	G Ludwig		
MOTION SECONDED BY:	Elchert		
DISCUSSION:			
VOTING ROLL CALL	VOTE		
Doseck	Yes		
R Ludwig	Yes		
Elchert	Yes		
G Ludwig	Yes		
DeVine	Yes		
VOTING RESULTS	YES: 5	NO: 0	ABSTAIN: 0

COMMITTEE REPORTS:

COMMITTEE:	Finance
CHAIR NAME:	Doseck
DISCUSSION	No Report

COMMITTEE:	Utility
CHAIR NAME:	York
DISCUSSION	No Report

COMMITTEE:	Wage & Benefits
CHAIR NAME:	G Ludwig
DISCUSSION	No Report

COMMITTEE:	Safety
CHAIR NAME:	Elchert
DISCUSSION	The police department had 101 service calls in September. Robert Layne has completed six months on full time. We are starting to look at planning for a new cruiser in 2028. The fire department has had 80 runs for the year. They served 364 meals at the pork tenderloin dinner. That was a great turnout. Usually the average is around 275. October 25th is Trick-Or-Treat. The police and fire will work together to keep everyone safe.

COMMITTEE:	Public Property
CHAIR NAME:	DeVine
DISCUSSION	No Report

DEPARTMENTAL REPORTS:

DEPARTMENT:	ZEO/EDD
REPORT BY:	Ed Maxwell
DISCUSSION:	Mr. Maxwell reported that there is a Planning Commission on Tuesday, October 13th at about 3:30 pm.

DEPARTMENT:	Village Administrator
REPORT BY:	Drew Sosby

DISCUSSION:

Streets Department

- Assisted with watermain break on Shelby Street. It broke where it was repaired in the past. So they cut out the pipe and replaced it.
- Leaf pick-up
- Poured new limb pile pad on Jerry Driver. This will be a great improvement for the residents and village workers. There will be no mud and gravel.

Water Department

- Flushing Hydrants this week.
- Watermain Break on Shelby Street

Sewer Department

- Looking into new sewer camera & demo. The current one is obsolete.
- Finishing pool winterization

Electric Department

- Normal Operations
- AMP Conference for Wayne and Drew this week.
- Finishing up 3 PH UNG b/w West Street and South Fork install.

Parks Department

- Mowing season wrapping up
- Working with Choice One for LWCF application. Should have a rough draft this week. The deadline is October 31.

Admin Report:

- Met w/Utility Committee (9/28)
- Met Midstates Recreational (9/29) discuss playground renderings
- Attended Pavement Training w/Nathan H. (10/1)
- Attended mtg w/ County Commissioners & Burton (10/2)
- Met Dan "Stolly Insurance for Prop & Liability Insurance" (10/6)
- Met w/Cintas (10/6)
- Attended monthly safety training (10/7)
- Attended Prairie State / AMPGS mtg (10/7)
- Attended EMA mtg (10/8)
- Robb Avenue Status. They have started to cut out both sides of the street. Some of the ground had to be worked because it was weak. It was stabilized. There was a cost, but it needs to be done correctly. Hopefully paving will begin soon.
- Mtg w/Township Trustees this Thursday to discuss Fire Contracts
- CDBG Income Survey –need 300 responses; been mailed out. 65 surveys have been returned. The next step is to go door-to-door.
- FY 27' Budget Appropriations
- The Tiny Robot came in. It will paint the soccer and baseball fields and save a lot of time. We own the robot. The school will be paying the connectivity fee.
- Continuing to work on great projects for THE Village of JC!

Mayor Fark asked it there have been any complaints about Robb Avenue. Administrator Sosby said they have been minimal. A new update will be sent out to residents soon.

	The Council discussed how we may get more surveys returned for the CDGB Income Survey. Only 65 of the needed 300 are in so far. They discussed maybe putting them in utility bills. We need to make sure we are following the protocols that are acceptable.

CITIZEN COMMENT:

None

OTHER BUSINESS:

None

EXECUTIVE SESSION:

PURPOSE:	To Discuss Economic Development		
MOTION MADE BY:		Elchert	
MOTION SECONDED BY:		DeVine	
VOTING ROLL CALL		VOTE	
R Ludwig		Yes	
Elchert		Yes	
G Ludwig		Yes	
DeVine		Yes	
Doseck		Yes	
VOTING RESULTS	YES: 5	NO: 0	ABSTAIN: 0

TIME EXECUTIVE SESSION ENTERED INTO:	7:22 PM
INVITED INTO SESSION:	
TIME EXECUTIVE SESSION CONCLUDED:	8:32 PM

UNSCHEDULED BUSINESS:

None

NEXT SCHEDULED MEETING:

TYPE OF MEETING	Regular
DATE	Monday, October 26, 2026
TIME	7:00 PM
LOCATION	Council Chambers
COMMENTS	

ADJOURNMENT:

MOTION TO ADJOURN BY:	DeVine	
MOTION SECONDED BY:	Doseck	
VOTING ROLL CALL:	VOTE	
	Yes	5
	No	0

MINUTES PREPARED BY

SIGNATURE	TITLE	DATE
Jan M. Hanby	Fiscal Officer	10/13/26

ATTESTED BY

SIGNATURE	TITLE	DATE
Jan M. Hanby	Fiscal Officer	10/26/26

MAYOR/PRESIDENT PRO-TEM CERTIFIED

SIGNATURE	TITLE	DATE
	Mayor	10/26/26

All formal actions of the Council of Village of Jackson Center concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.