



COUNCIL MEETING
VILLAGE OF JACKSON CENTER
REGULAR SESSION

Held: October 27, 2025

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INVOCATION / PLEDGE OF ALLEGIANCE:

Called To Order By:	Session Begin:	Session End:	Session Location:
Jesse Fark	7:00 p.m.	7:48 p.m.	Council Chambers

MEMBERS AND VISITORS IN ATTENDANCE:

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

Employees Present:	Drew Sosby	Village Administrator
	Bev Wren	Fiscal Officer
	Jim Gooding	Assistant Fiscal Officer
	Mike Burton	Solicitor

Visitors Present:	Megan Lewis	Sidney Daily News
	Cheryl South	Shelby County Libraries
	Jenny Piatt	Shelby County Libraries

MOTION TO EXCUSE FROM ATTENDANCE:

Motion To Excuse Mr. James DeVine From Attendance:

<i>Motion To Excuse Mr. James DeVine From Attendance:</i>				Reese
<i>Seconded By:</i>				Doseck
<i>Yea:</i>	5	<i>Nay:</i>	0	<i>Motion Carried</i>

APPROVAL OF MINUTES:

Draft Minutes As Pre-Read From The October 13, 2025 Regular Council Meeting:

<i>Motion To Accept The Minutes As Pre-Read:</i>				Elchert
<i>Seconded By:</i>				Ludwig
<i>Yea:</i>	5	<i>Nay:</i>	0	<i>Motion Carried</i>

APPROVAL OF FINANCIAL REPORT:

The Finance Committee met just prior to this meeting to review the September monthly financial reports. For the month of September, month-to-date revenue was \$6,852 more than month-to-date expenditures. The month-to-date revenues were more than September of 2024 by nearly \$450,187. Month-to-date revenue was approximately \$828,854 less than August of this year. Month-to-date expenditures were \$569,708 more than September of 2024 expenditures. Month-to-date expenditures were approximately \$570,540 less than August of this year. The ending cash balance for September was 8.22% more than September of 2024. Income tax distributions for the month totaled \$131,598, which is \$9,901 more than September of 2024; however, \$65,070 less than last month. Year-to-date income tax revenue is approximately 9.50% less than last year at this time. However, it is 20% more than this time in 2020. The Parks and Recreation and Note Retirement Funds ended in the red for the month. Some of the large expenditures include \$57,777.50 to Sunbelt Solomon Services, LLC for transformers, \$11,869.99 to Spencer Manufacturing, Inc. to repair mechanical seals, front hub seals, pump housing and flapper on fire truck 563, and \$184,236.76 to Precise Boring of Ohio, LLC for the Morris-Rose Road watermain loop project.

To Accept The September 2025 Financial Reports As Presented:

Motion To Accept The Financial Reports As Presented:				York
Seconded By:				Reese
Yea:	5	Nay:	0	Motion Carried



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PRE-SCHEDULED:

- a. Shelby County Libraries – Jackson Center Memorial Community Library StoryWalk® Addition To Tiger Trail Park

Cheryl South and Jenny Piatt of Shelby County Libraries introduced themselves and stated that they were present to talk with the Mayor and Council regarding the StoryWalk® Project. They stated that when they originally proposed the project last year, they were thinking about it being installed in Tiger Trail Park. But now they believe that Wally Byam Memorial Park would be a better location. There are more kids at the Wally Byam Park and with the basketball and tennis courts along with the pool, they feel it would serve more children in that location.

StoryWalk® was created by Anne Ferguson in Montpelier, Vermont, when she worked for the Vermont Department of Health. Anne was thinking about ways to prevent or lessen the impact of chronic disease in adults and children by increasing physical activity. She wanted to find something that was fun for families to do together in a natural setting.

StoryWalk® combines the pleasures of reading children's books aloud with all the joys and benefits of walking together outdoors. StoryWalk® is a fun, educational activity that places the pages from a children's story along a popular walking route in the community. You may have seen one placed on posts around a library or along a path in a park. Conceived as a way to inspire parents, teachers, and other adults to take young children outdoors to enjoy reading stories together. StoryWalk® helps to build children's interest in reading while encouraging healthy outdoor activity for both children and their grown-ups.

Shelby County Libraries provided a quote to Council members with a total of \$6,146.06. This quote includes eighteen Storywalk® aluminum frames and posts with mount plates at \$286.17 each totaling \$5,151.06; eighteen clear acrylic sheets at \$20.00 each totaling \$360.00 along with shipping costs of \$635. Shelby County Libraries would take care of ordering the supplies and then the Village would need to install the posts and frames. Shelby County Libraries would change the stories seasonally.

Mayor Fark thanked the ladies for coming to the meeting and stated that Council would discuss it and get back with them.

OLD BUSINESS:

- a. None

NEW BUSINESS:

- a. **ORDINANCE 2025-008** – An Ordinance Adopting Amendments To The Personnel Policy And Procedures Manual For Employees Of The Village Of Jackson Center, Ohio. *First Reading*

The Wage and Benefits Committee has been working most of the year on amendments to the Personnel Policy and Procedures Manuals. The current policy was adopted on June 26, 2023 with amendments being made on November 13, 2023. The Wage and Benefits Committee is making a recommendation to the Mayor and Council to approve the following amendments to the Policy and Procedures Manual. Most of these amendments revolve around reducing the amount of leave types that are available to employees and enhancing the vacation accrual schedule. Many of the amendments throughout the manual are regarding changing the word "vacation" to "paid-time-off". Wage and Benefits will be adding additional holidays to observe Presidents' Day and full days on Christmas Eve and New Years Eve instead of the current half days on those dates. Compensatory time will be amended to employees being able to earn 40 hours per year and the three Personal Days of leave will be eliminated. The work schedule for the service employees will no longer change and will begin at 7:00 am and end at 3:30 pm. Another amendment is in regards to village funded or a stipend for personal phone use at the discretion of the Village



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Administrator. The last amendment is in regards to "On Call" hours. The amendment takes the "On Call" language out of the overtime compensation procedures and creates a new section just for the on call compensation and on call duty hours.

- Chapter 401 Personal Communication Devices
- Chapter 403 Vehicle Use
- Chapter 608 Meal Periods, Breaks and Work Schedules
- Chapter 610 Payroll Records
- Chapter 611 Overtime Compensation
- Chapter 620 Family and Medical Leave
- Chapter 621 Sick Leave
- Chapter 625 Paid Time Off formerly Vacation
- Chapter 627 Holiday Policy
- Chapter 628 Inclement Weather
- Chapter 629 Leave of Absence without Pay

The Wage and Benefits Committee is also making the recommendation that the following amendments be made to the Procedures Manual.

- Procedure 504 Overtime Compensation
- Procedure 509 Paid Time Off Requests

This will be a first reading of this ordinance.

This Ordinance Will Stand As A First Reading.

- b. **ORDINANCE 2025-009** – An Ordinance Authorizing The Village Administrator To Enter Into A Contract For The Furnishing Of Fire Protection To Territory Outside The Village Limits And Declaring An Emergency. **First Reading**

Each year the Village enters into a contract with Stokes Township for furnishing fire protection to territory outside of the Village limits. This ordinance authorizes the Village Administrator to enter into a one year contract for 2026 with Stokes Township for furnishing fire protection services that are agreed on for a cost to the township determined by the Village Administrator. The cost for Stokes Township is equal to one point six mills on the tax evaluation of the Township less the County Auditor fees. Stokes Township pays this to the Village by June 30th and December 31st of each year. The Jackson Center Fire Department covers a small portion of Stokes Township for fire protection. This will be first reading of this ordinance.

This Ordinance Will Stand As A First Reading.

COMMITTEE REPORTS:

Finance Committee:

No report.

Utility Committee:

No report.

Wage & Benefits Committee:

Ludwig stated that the Wage and Benefits Committee will be meeting briefly after this meeting.

Safety Committee:

No report.



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Public Property Committee:

No report.

DEPARTMENTAL REPORTS:

ZEO / EDD's REPORT:

No report.

ADMINISTRATOR'S REPORT:

Streets Department

- Leaf Collection
- Assisted with Post Office Concrete repairs

Water Department

- WTP Update: Finishing exterior work, paving new water plant drive, pouring concrete around the building, next is treatment equipment install

Sewer Department

- Flow Meter Installation at Wastewater Treatment Plant
- Normal Operations

Electric Department

- Replaced an electric pole on Ohio Street

Parks Department

- Mowing season winding down
- Working with the Legion on memorial park updates

Admin Report:

- Leininger Lane Project Update: Plan to pave this week
- Meeting with Airstream and Plastipak (10/21)
- Continue to work with Behr Designs on Business Directory
- Working with Candee on Website design/structure
- ODNR Grant-Carnival Square Phase 1/OPWC Robb Street
- Working on 26' Budget Appropriations- 1st reading Nov 10th!
- Continuing to work on great projects for THE Village of JC!!!!!!!!!!!!!!!!!!!!!!

CITIZEN COMMENT:

No comments.

OTHER BUSINESS:

Mayor Fark reminded everyone that next Tuesday, November 4, 2025 is the General Election day and encourages everyone to exercise their right to vote. Polls will be open beginning at 6:30 a.m. and will close at 7:30 p.m.

EXECUTIVE SESSION:

Motion To Enter Into Executive Session For The Purpose Of Discussing Pending Litigation:				Doseck
Second By:				York
Time Executive Session Entered Into:				7:35 p.m.
Votes were:	York	Yea	Doseck	Yea
	Elchert	Yea	Ludwig	Yea
	Reese	Yea		



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Executive Session Concluded:

7:47 p.m.

UNSCHEDULED BUSINESS:

None

ADJOURNMENT:

There being no other business to come before Council.

Motion To Adjourn:

Elchert

Seconded By:

Ludwig

Yea:

5

Nay:

0

Motion Carried

The meeting adjourned until November 10, 2025 at 7:00 p.m. in Council Chambers.


Beverly A. Wren, Fiscal Officer
Jesse Fark, Mayor

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.