



COUNCIL MEETING

VILLAGE OF JACKSON CENTER

REGULAR SESSION

Held: Monday, February 09, 2026

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INVOCATION / PLEDGE OF ALLEGIANCE:

Called To Order By: Jesse Fark	Session Begin: 7:00 PM	Session End: 8:08 PM	Session Location: Council Chambers
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MEMBERS AND VISITORS IN ATTENDANCE/ROLL CALL:

Mrs. Leisha Elchert	Present	Ms. Gina Ludwig	Present
Mr. James DeVine	Present	Mr. Wayne York	Present
Mr. Luke Doseck	Present	Mr. Ross Ludwig	Present

Name	Visitor/Employee	Comments
Drew Sosby	Employee	Village Administrator
Bev Wren	Employee	Fiscal Officer
Ed Maxwell	Employee	Assistant Fiscal Officer
Ben Howard	Visitor	Senior Rural Development Specialist, Ohio RCAP
Megan Lewis	Media	Sidney Daily News
Zach McCain	Visitor	Ohio RCAP
Joe Mahan	Employee	Chief of Police
Mike Burton	Employee	Solicitor

APPROVAL OF MINUTES:

MOTION TO APPROVE MINUTES OF:	<u>Monday, January 26, 2026</u>	
TYPE OF MEETING:	Regular	
MOTION TO APPROVE BY:	York	
MOTION SECONDED BY:	DeVine	
DISCUSSION:	None	
VOTING ROLL CALL:	VOTE	
	Yes	6
	No	0

PRE-SCHEDULED:

TOPIC:	Water & Sewer Rates Crash Course
PRESENTED BY:	Ben Howard, Senior Rural Development Specialist, Ohio RCAP
DISCUSSION:	<p>Great Lakes RCAP is a charter member of the Rural Community Assistance Partnership Incorporated (RCAP) with funding from HHS, USDA and USEPA. RCAP works to improve the quality of life in rural American starting at the tap!</p> <p>York asked Mr. Howard where his offices are. Mr. Howard stated that he works from home or is out in the field, but he is based in Athens, Ohio. Mr. Howard went on to say that they have staff all throughout the state, but our Office is in Fremont, Ohio.</p> <p>RCAP's 4 "Hows" for Financial Capability: 1) Financial Forecast, 2) Good Record Keeping, Game Plan (CIP & AM), Organizing Expenses and Revenues to create a budget, Rate Structures (Fair and Effective), funding sources and helpful resources. 3) Fiscal Management and Control, Revenue Sufficiency, Credit Worthiness. 4) Financial Capability.</p> <p>Mr. Howard then reviewed his spreadsheet format and methodology which reflects the history, then a typical year along with fixed cost analysis giving you the budget forecast. Minimum escrow levels – "Rules of Thumb": 1) The Operating Account (Checking Account) should be 12.5% of operating expenses, i.e. 45 days of working capital. 2) Emergency Fund (Savings</p>



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	<p>Account) should be 12.5% of operating expenses, i.e. 45 days of working capital and should be replenished as soon as possible after use. 3) Debt Service Fund (Rainy Day Fund) should be one year's debt service in escrow and we should build the fund at 10% of the Annual Debt Service. 4) Rehabilitation / Replacement Reserve should be 2.5% of the Annual Revenue for scheduled work. 5) Capital Improvement Escrow should be Cash Reserves for 100% of Predictive Maintenance Costs, Cash reserves for 10-20% of large project costs: Engineering, Permitting, and Environmental reports, we should build the Fund over several years based on CIP.</p> <p>Mr. Howard reviewed the inflationary impact on rates assuming a \$1.00 base rate with an annual 3.0% compounded increase. How should an entity pay for asset replacement? Theory says to save enough to pay for replacement with cash (depreciation). The practice of saving enough cash has often been unrealistic, but is changing. Ohio RCAP recommends saving 10-15% of capital replacement cost over an asset's useful life.</p> <p>Mr. Howard reminded the members that there is no such thing as a set it and forget it policy when it comes to managing enterprise finances and prices. I don't know of any business/enterprise that works on auto-pilot. I have made sense of an annotated the data the best I can, including where uncertainties still lie.</p> <p>RCAP's recommendation is not to increase the water rates for 2026. However, for years 2027 and 2028 they are recommending a 2% increase for each of those years to keep up with inflation. There recommendation for sewer rates is no increase for 2026, 2027 and 2028.</p>
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OLD BUSINESS:

a. LEGISLATION

NUMBER:	2026-001
TITLE:	<i>AN ORDINANCE PROVIDING FOR THE EMPLOYMENT OF LEGAL COUNSEL FOR THE VILLAGE OF JACKSON CENTER, OHIO, AND DECLARING AN EMERGENCY.</i>
CLASSIFICATION:	Ordinance
STATUS:	3rd Reading
MOTION TO:	Adopt
MOTION MADE BY:	DeVine
MOTION SECONDED BY:	Elchert
DISCUSSION:	<p>Solicitor Burton's current contract with the Village will expire at the end of February. This ordinance proposes a new two-year contract with Solicitor Burton commencing on March 1, 2026. The contracted salary for the Solicitor will be \$4,400 per year payable in monthly installments. The cost is for general legal counsel normally associated with municipal government functions, including duties such as: Support of the Constitution of the United States and the Constitution of the State of Ohio; review and approval of legal notices, bid forms, and other legal documents of general government functions; preparation of ordinances and resolutions that may be requested by the legislative body; and such other duties as are consistent with the Office of Village Solicitor.</p> <p>In addition, the Solicitor will be compensated at the rate of \$185.00 per hour for time required, plus actual out-of-pocket expenses. This contract also allows for the compensation of the Solicitor's associate at an hour rate of \$155. Monthly statements itemizing the costs will be submitted by the 15th of each month to the Village.</p>
VOTING ROLL CALL	VOTE
G Ludwig	Yes



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DeVine		Yes	
York		Yes	
Doseck		Yes	
R Ludwig		Yes	
Elchert		Yes	
VOTING RESULTS	YES: 6	NO: 0	ABSTAIN: 0

b. LEGISLATION

NUMBER:	2026-003		
TITLE:	<i>AN ORDINANCE ESTABLISHING NEW WATER AND SEWER RATES FOR THE VILLAGE OF JACKSON CENTER, SHELBY COUNTY, STATE OF OHIO AND DECLARING AN EMERGENCY.</i>		
CLASSIFICATION:	Ordinance		
STATUS:	2nd Reading		
DISCUSSION:	<p>Since 2022, water rates have been increased six percent per year and sewer rates have been increased by three percent each year. This ordinance outlines the water and sewer rates based on usage for years 2026, 2027 and 2028. For 2026 all rates will remain the same with no change in customer charges as well. The water monthly minimum of 0 to 2,000 gallons will increase two percent each year in 2027, 2028 but not the commodity rate, to keep the utility on track with inflationary factors and will be reviewed annually to assess the financial condition of the water fund. The sewer monthly minimum and flow usage will have a zero percent change in 2026, 2027 and 2028 and will be reviewed annually to assess the financial condition of the sewer fund. The rates stated above shall be effective with the March 1, 2026 bills.</p>		

c. LEGISLATION

NUMBER:	2026-004		
TITLE:	<i>AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS AND RATES FOR ALL EMPLOYEES OF THE VILLAGE OF JACKSON CENTER, SHELBY COUNTY, STATE OF OHIO AND DECLARING AN EMERGENCY.</i>		
CLASSIFICATION:	Ordinance		
STATUS:	2nd Reading		
DISCUSSION:	<p>The Wage and Benefits Committee is recommending the following revisions to the payroll ordinance that was adopted at the last meeting. In Section 4. "Compensation of Part Time Police Officers and Part Time Volunteer Firefighters" increasing the hour pay rate for Part Time Police Officer position from \$20.00 per hour to \$22,00 per hour and to set the maximum amount to be spent on part-time police compensation for 2026 to \$45,760.</p>		

NEW BUSINESS:

a. LEGISLATION

NUMBER:	2026-001		
TITLE:	<i>A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO BID ON A 2016 WESTERN STAR 4700SF DUMP TRUCK WITH PLOW AND SPREADER, LOT #5592-130, SWANTON, OHIO, USA AND DECLARING AN EMERGENCY.</i>		
CLASSIFICATION:	Resolution		
STATUS:	Emergency		
MOTION TO:	Suspend The Three Reading Rule		
MOTION MADE BY:	York		
MOTION SECONDED BY:	Doseck		
DISCUSSION:	<p>The Village participates in GovDeals, a unique, state of the art online auction service for local, state, and federal government agencies to conduct sales of</p>		



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	<p>their surplus equipment, which complies with the competitive bidding requirements of the Ohio Revised Code. The Sewer department is in need of a new dump truck to haul sludge to the landfill for biosolids removal. The Village of Swanton is accepting bids for their used 2016 4700SF dump truck. Pursuant to ORC 731.141, the Village Administrator's authority to contract without additional legislative approval is capped in an amount equal to the statutory competitive bidding threshold, which for 2026 is \$79,568 pursuant to ORC 9.17. To successfully bid on said dump truck, the Village wishes to authorize the Village Administrator to bid up to a maximum of \$100,000. This will give the Administrator sufficient authority to possibly participate in the GovDeals bidding that closes on February 13, 2026 at 8:00 p.m.</p>
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VOTING ROLL CALL		VOTE	
DeVine		Yes	
York		Yes	
Doseck		Yes	
R Ludwig		Yes	
Elchert		Yes	
G Ludwig		Yes	
VOTING RESULTS	YES: 6	NO: 0	ABSTAIN: 0

MOTION TO:		Adopt	
MOTION MADE BY:		Elchert	
MOTION SECONDED BY:		G Ludwig	
DISCUSSION:			
VOTING ROLL CALL		VOTE	
York		Yes	
Doseck		Yes	
R Ludwig		Yes	
Elchert		Yes	
G Ludwig		Yes	
DeVine		Yes	
VOTING RESULTS	YES: 6	NO: 0	ABSTAIN: 0

COMMITTEE REPORTS:

COMMITTEE:	Finance
CHAIR NAME:	York
DISCUSSION	No report

COMMITTEE:	Utility
CHAIR NAME:	York
DISCUSSION	York stated that the legislative rally and policy makers council is in a couple of weeks; therefore, he will not be at the next meeting.

COMMITTEE:	Wage & Benefits
CHAIR NAME:	G Ludwig
DISCUSSION	No report.

COMMITTEE:	Safety
CHAIR NAME:	Elchert
DISCUSSION	Elchert reported that there have been ten fire calls and that the police department has had 81 calls for service. This past Wednesday, we interviewed three candidates for the open position.

COMMITTEE:	Public Property
CHAIR NAME:	DeVine



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DISCUSSION	No report
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DEPARTMENTAL REPORTS:

DEPARTMENT:	ZEO/EDD
REPORT BY:	Ed Maxwell
DISCUSSION:	No report.

DEPARTMENT:	Village Administrator
REPORT BY:	Drew Sosby
DISCUSSION:	<p><u>Streets Department</u></p> <ul style="list-style-type: none"> • Snow Removal • Finishing up Village Office Renno's <p><u>Water Department</u></p> <ul style="list-style-type: none"> • Program Trailor Ct. Water Meter • WTP Update: Epoxy Floor quote and install • Water main Break- Wednesday (2/4) <p><u>Sewer Department</u></p> <ul style="list-style-type: none"> • MSI cleaned Storage Tanks • Sludge Reports <p><u>Electric Department</u></p> <ul style="list-style-type: none"> • Assisted in snow removal • 2025 Year Summary <p><u>Parks Department</u></p> <ul style="list-style-type: none"> • Snow removal <p><u>Admin Report:</u></p> <ul style="list-style-type: none"> • Dawson Const. started construction at 209 W. Pike Street (1/7) • Attended OMEA Legislative Update Webinar (1/27) • Attended CIC Mtg (1/27) • Attended Regional Planning Committee mtg (1/28) • Mtg w/Dawson Const. at 209 W. Pike Street (1/29) • Mtg w/Airstream (1/30) • Ed and I met with Burton discuss upcoming legislation/agreements (2/2) • Mtg w/YMCA at 209 W. Pike to discuss current renovations (2/3) • Ed and I met w/Bruce for a County Update (2/3) • Sat through Police Interviews (2/3) • Ed and I met w/Bill R (2/4) • Working on CRA reports (Commercial and Residential) • Lifeguard Discussion and Letter of Interests • Continuing to work on great projects for THE Village of JC!!!!!!!!!!!!!!!!!!!!!!

CITIZEN COMMENT:

NAME	
COMMENTS	None

OTHER BUSINESS:

NAME	
COMMENTS	None



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UNSCHEDULED BUSINESS:

NAME	
COMMENTS	None

NEXT SCHEDULED MEETING:

TYPE OF MEETING	Regular
DATE	Monday, February 23, 2026
TIME	7:00 PM
LOCATION	Council Chambers
COMMENTS	None

ADJOURNMENT:

MOTION TO ADJOURN BY:	G Ludwig	
MOTION SECONDED BY:	DeVine	
VOTING ROLL CALL:	VOTE	
	Yes	6
	No	0

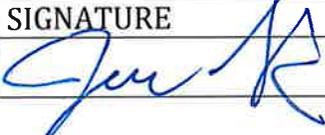
MINUTES PREPARED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	2/10/26

ATTESTED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	2/23/26

MAYOR/PRESIDENT PRO-TEM CERTIFIED

SIGNATURE	TITLE	DATE
	Mayor	2/23/26

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.