

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on January 21st, 2025



VILLAGE OF WEST JEFFERSON COUNCIL

MINUTES

January 21st, 2025

CALL TO ORDER

President Warner called the Village of West Jefferson Council Meeting to Order at 7:00 p.m.

Roll Call.

Council Members in attendance: Erica Bogner, Samantha Cahill, Linda Hall, Jimmy Little, Jeff Patterson, Howard Wade and Jen Warner. **Quorum Declared: 7 present, 0 absent.**

PRAYER & PLEDGE

APPROVAL OF AGENDA AND MINUTES

Motion to Adopt the January 21st, 2025 Agenda Moved by Jimmy Little and seconded by Howard Wade. All in Favor.

Motion to Approve the Minutes of the January 6th, 2025, Regular Meeting of Council. Moved by Howard Wade and seconded Erica Bogner. All in Favor.

Motion to Approve the Minutes of the January 3rd, 2025, Development Committee meeting. Moved by Jeff Patterson and seconded by Linda Hall. All in favor.

RECOGNITION OF GUESTS

President Warner asked if there was anyone who would like to speak in regard to anything else other than the Public Hearing. No one came forward from the audience.

OLD BUSINESS:

None.

PUBLIC HEARING

At this time a Public Hearing was entered into at 7:03 p.m. and the Clerk of Council read the public hearing conduct rules and the Ordinance. President Warner asked if the applicant or the Director of Development would like to speak. Director of Development, Tom Hale stated this was initiated by the Development department and was due to erroneous zoning over the years and changes that were made by the Village. After a discussion with the property owner, the department discussed with the Planning Commission to bring it into conforming use. It is certainly not a business, and it was in a B-1 district. President Warner asked if anyone was there to speak against the Ordinance. No one arrived at the podium or spoke out. There were no questions from Council. President Warner adjourned the Public hearing at 7:05 p.m.

RECORD OF PROCEEDINGS

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NEW BUSINESS

A. 2nd reading of ORDINANCE 24-084, TO ADOPT THE RECOMMENDATION TO REZONE 99 WEST PEARL STREET, PARCEL # 10-00583.000, FROM A B-1 (CENTRAL BUSINESS DISTRICT) TO A R-3 (RESIDENCE DISTRICT-SINGLE/TWO-FAMILY), RECOMMENDED BY THE PLANNING AND ZONING COMMISSION ON DECEMBER 4TH, 2024.

Motion to adopt ORDINANCE 24-084 Moved by Jimmy Little and seconded by Samantha Cahill.

Deliberations began. "Any questions or comments?" None.

VOTED YEA: Erica Bogner, Samantha Cahill, Linda Hall, Jimmy Little, Jeff Patterson, Howard Wade and Jen Warner.

VOTED NAY: None. ABSTAINED: None. Motion Carried: 7-0-0. Motion passed.

B. RESOLUTION 25-009, ACCEPTING THE PROPERTY VALUES, TAX RATES, AND ESTIMATED TAX REVENUE FOR CALENDAR YEAR 2025 AS ESTIMATED BY THE MADISON COUNTY AUDITOR.

Motion to adopt Resolution 25-009 Moved by Erica Bogner and seconded by Jimmy Little.

Deliberations began. "Any questions or comments?" None.

VOTED YEA: Samantha Cahill, Linda Hall, Jimmy Little, Jeff Patterson, Howard Wade, Jen Warner, and Erica Bogner.

VOTED NAY: None. ABSTAINED: None. Motion Carried: 7-0-0.

COMMITTEE REPORTS

No Committee Reports were given at this meeting.

DEPARTMENT REPORTS

Report for the Mayor – Mayor Martin stated that it was cold outside, but it is supposed to start warming up. There was a water main break in the Merriman addition and the Public Service Department has worked on that. The Mayor asked James Graham, who was in attendance and lives in that area if he had any issues. Mr. Graham reported that he did not have any issues with his water that day. The Mayor would like to remind everyone of the snow emergency signs. These signs show which sides of the streets to park on and it makes plowing in the Village much easier. He was told that you won't be towed at first, you will be notified first before towing. John Mitchell is excused from the meeting this evening, due to being out of town.

Report for the Director of Public Service- Director Mitchell was not at the meeting and no report was given.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley was not at the meeting and no report was given.

Report for Director of Finance –Assistant Finance Director Jackie Tiberio reported that the Purchase Order book was given to the Finance Committee members to sign this evening. December Financials will be sent to Council via email before the next meeting. Income Tax was down 1% for 2024.

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on January 21st, 2025

Since the last meeting:

Finance Director Rebecca Shipley-Arnott will supply revenue and payment items once she returns at the next meeting.

Report for Chief of Police – Chief of Police Brandon Smith reported that they were continuing to process applications for the Village Police Officer position. They are taking steps to initiate more competitive ways of hiring. They have been working with Director of IT, Mark Crosten, and implementing new computers for our Officers. Sergeant Hickman, who is one of our 3rd shift Sergeants has been attending recruitment opportunities at various police academies and has been doing outreach which has been successful. Over the past few weeks we have had 77 traffic stops, 51 were on Main Street and 21 resulted in citations.

Report for Director of Development – Director Tom Hale reported that on the development side of things they are still pretty steady. On the permit side of things, they finished up 2024 with 2,657 permits issued. That equated to 405 new dwellings countywide and all of that totaled up to 6,508 inspections for the year. In 2023 there were 4,888 inspections.

Report for Director of Information Technology – Director Mark Crosten reported that things are relatively stable fortunately. The Village received new copiers throughout Village Hall. He is currently working on a lot of different projects, including initial testing on a new phone system.

Recognition of Clerk and Council – President Warner went over a few items. There has been discussion about receiving the Financial packets from the Finance Department via email instead of the large print off. The Director of Finance has stated that any Council member can reach out to her if there is something particular they have questions about. President Warner asked all Council members if they were OK with receiving them electronically and they said yes. Clerk of Council reminded them that there will be a hard copy of the report with her or Becky if they ever want to come in and review it.

President Warner also asked that if any Council members send questions to legal counsel, that the response also be sent to all of Council or at least the President so that everyone can be in the loop and then we are not duplicating questions and having additional legal fees to the Village. Council member Jeff Patterson stated that he thought that was a good idea.

The last item was the discussion of iPads for Council use and not sending out paper packets every other week to each member. She stated that this has been discussed before. She asked the Clerk and the Director of IT what the pros and cons would be for this. Director Crosten recommends the tablet more than a laptop because it is easier to handle, and they are not as complicated as potentially giving everyone a laptop. He himself prefers the iPad platform and what he carries around with him. It is simple to manage and use while still providing all the functionality that they would need to look at the packets. The Clerk also mentioned that with an iPad, members could charge it in the car on the way to the meetings if they forgot whereas if everyone had laptops, they would have batteries and plugs and have to plug them in at the meeting and it would be cumbersome. The President mentioned that if there are members that like to take notes, the Clerk could still provide a page at the meeting that would allow them to take notes while at the meeting if you didn't want to use the iPad to do so. The thought was too if one goes down or someone doesn't have theirs, they sit close enough together that they could use another member. Council member Erica Bogner asked if they could opt out. She is not interested in having another device to keep track of and she prefers paper. Vice President Linda Hall asked what the expense would be. The Director and Clerk stated that they have that information and could forward it to Council via email. President Warner asked for those not interested in a device were they ok with just getting the items electronically like the Clerk sends on Friday before the meeting now. Council member Bogner stated that she knows it makes her sound old, but she likes paper to physically have in front of her. President Warner asked if the Clerk emailed it could she print it. Council member Bogner stated she could but then that it is at her expense to do this job. The President stated they are also trying to save trees and not having the Police department have to deliver the packets to their homes. Council member Samantha Cahill stated that she knows due to her daughter having an iPad that you can take notes on the tablet and then save them. You can page through it just like you can with paper. The Clerk reminded them that this is still an item of discussion right now and the President agreed that she is trying to get a consensus for how to proceed. Other Council members stated that they were OK with

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on January 21st, 2025

making that change. Vice President Hall asked how long the devices would last. Director Crosten stated that they would probably need to be replaced about every 5 years. The Clerk stated that she was willing to make accommodations for those that preferred to get paper packets and could deliver them if need be. That will be left up to the President. Council member Samantha Cahill joked that she would like to not have the police in her driveway every week.

ADJOURN

Motion to Adjourn by President Jen Warner at 7:20 p.m. and reconvene at the February 3rd, 2025, Regular Meeting of Council & Public Hearing. Motion moved by Jeff Patterson and seconded by Samantha Cahill. All in favor.

 2-3-25
Isha Edwards Date
Clerk of Council

 2-3-25
Jennifer Warner Date
President of Council

[illegible]

Jish

Report to Council

PO Book given to Finance Committee Members

December Financials will be in packets for next meeting.

Income Tax was done 1% for 2024.

Since the last meeting:

Revenue Items (over \$10,000 other than Water, Tax & Regularly Recd Items)

Becky will update when she returns

Payment Items (over \$10,000 other than reoccurring expenses - non Payroll)

Becky will update when she returns



REGULAR MEETING OF COUNCIL AGENDA

January 21st, 2025

Call to Order & Roll Call

Council Members: Jen Warner, Linda Hall, Samantha Cahill, Howard Wade, Jeff Patterson, Jimmy Little, Erica Bogner.

Prayer and Pledge

Approval of the Agenda and Past Minutes

Past Minutes from January 6th, 2025 Regular Meeting of Council

Past Minutes from January 3rd, 2025 Development Committee Meeting

Recognition of Guests

Old Business

New Business:

(* indicates an emergency requested)

2nd reading & Public Hearing of **ORDINANCE 24-084**, TO ADOPT THE RECOMMENDATION TO REZONE 99 WEST PEARL STREET, PARCEL #10-00583.000, FROM A B-1 (CENTRAL BUSINESS DISTRICT) TO A R-3 (RESIDENCE DISTRICT-SINGLE/TWO-FAMILY), RECOMMENDED BY THE PLANNING AND ZONING COMMISSION ON DECEMBER 4TH, 2024.

RESOLUTION 25-009, ACCEPTING THE PROPERTY VALUES, TAX RATES, AND ESTIMATED TAX REVENUE FOR CALENDAR YEAR 2025 AS ESTIMATED BY THE MADISON COUNTY AUDITOR.

Committee Reports

Development- Chairperson, Linda Hall

Employee Benefits-Chairperson, Jimmy Little

Finance- Chairperson, Samantha Cahill

Parks & Recreation- Chairperson, Jeff Patterson

Police- Chairperson, Howard Wade

Public Service & Special Events- Chairperson, Erica Bogner

Department Reports

Mayor (Ray Martin)

Director of Public Service (John Mitchell)

Recreation and Special Events Manager (Shelton Stanley)

Director of Finance (Rebecca Shipley-Arnott)

Chief of Police (Brandon Smith)

Director of Development (Tom Hale)

Director of Information Technology (Mark Crosten)

Village of West Jefferson, OH

Motion to Adjourn

Adjourn & Reconvene at the Monday, February 3rd, 2025, Regular meeting of Council at 7:00 P.M.

Please note this bulletin is posted on the Village of West Jefferson website under the Council section @ <https://www.westjeffersonohio.gov/villagecouncil>.



This legislative bulletin contains Ordinances & Resolutions to be voted on by Council and announcements of second readings and Public Hearings. If noted, supplemental and supporting documents, such as exhibits, and copies of all legislation are available upon request to the Clerk of Council's office, 28 East Main Street, West Jefferson, OH 43162. Phone 614-379-5321 or via the website at <https://www.westjeffersonohio.gov/villagecouncil>.

Resolutions and Ordinances on the Agenda for January 21st, 2025
(This color indicates attachments if there are any)

RESOLUTION 24-084, TO ADOPT THE RECOMMENDATION TO REZONE 99 WEST PEARL STREET, PARCEL #10-00583.000, FROM A B-1 (CENTRAL BUSINESS DISTRICT) TO A R-3 (RESIDENCE DISTRICT-SINGLE/TWO-FAMILY), RECOMMENDED BY THE PLANNING AND ZONING COMMISSION ON DECEMBER 4TH, 2024 **(plan attached)**

WHEREAS, the Planning and Zoning Commission has reviewed the application at the Village of West Jefferson Planning and Zoning Commission Meeting on December 4th, 2024; and,

WHEREAS, the Planning and Zoning Commission voted 4 in favor and 0 against; and,

NOW THEREFORE, BE IT ORDAINED, by the Council, Village of West Jefferson, County of Madison, State of Ohio, with a majority of the members therefore concurring as follows:

SECTION I: Council hereby adopts the recommendation to rezone 99 West Pearl Street, parcel #10-00583.000, from a B-1 to R-3, as recommended by the Planning and Zoning Commission.

SECTION II: The Clerk of Council shall give a certified copy of legislation to the Director of Public Service to facilitate the changes to the District Map of the Village of West Jefferson, Ohio, to reflect the zoning contained in and approved by this ordinance, according to Codified Ordinances Chapter 1117.02.

SECTION III: This ordinance shall take effect at the earliest period of time allowed by law.

RESOLUTION 25-009, ACCEPTING THE PROPERTY VALUES, TAX RATES, AND ESTIMATED TAX REVENUE FOR CALENDAR YEAR 2025 AS ESTIMATED BY THE MADISON COUNTY AUDITOR.

WHEREAS, the Madison County Auditor has submitted a document summarizing the property values, tax rates, and estimated tax revenues for 2025, and

NOW THEREFORE, BE IT RESOLVED, by the Council, Village of West Jefferson, County of Madison, State of Ohio, with the required number of members concurring as follows:

SECTION I: Council hereby accepts the property valuations, tax rates, and estimated revenues for calendar year 2025, as presented by the Madison County Auditor as follows:

VILLAGE OF WEST JEFFERSON

<u>Valuation</u>		<u>Gross Inside Millage:</u>	<u>Res</u>	<u>C&I</u>
Sum of RES	92,361,740	1.00	1.00	1.00
Sum of AGR	<u>2,786,650</u>			
Sum of Res & Ag	95,148,390			
		<u>Outside Millage</u>	<u>Res</u>	<u>C&I</u>
Sum of COMM	38,945,690	-	-	-
Sum of IND	17,313,290			
Sum of RR REAL	12,130			
		<u>Estimated</u>		
		<u>Income: PP</u>	<u>RE</u>	<u>Total</u>
		\$14,604	\$151,420	\$166,024
Sum of Other Real	<u>56,271,110</u>			
Sum of Total Real 2	151,419,500			
Sum of PU PERSONL	14,604,810			
Sum of Genl PERSONL	<u>-</u>			
Sum of Total PERSONL	14,604,810			
Sum of TOTAL	166,024,310			

SECTION II: This resolution shall take effect at the earliest period of time allowable by law.

Notes:



28 East Main Street
West Jefferson, Ohio 43162
Office# 614-379-5250

Director
Thomas A. Hale

Department of Development
thale@westjeffersonohio.gov

VILLAGE OF WEST JEFFERSON PLANNING/ZONING COMMISSION

Council Recommendation Form

- Planning & Zoning Meeting Date: December 4, 2024
- Project / Development: n/a
- Representative: Neil Gardner
- Case Number: PC-24-23
- Address: 99 West Pearl Street /Parcel #10-00583.000
- Summary of Action / Recommendation:
To rezone the property from a B-1 (Central Business District) to an R-3
(Residence District-Single/Two-Family)
Board Vote: 4-0 Motion Carried
- ^{VICE-}Chairman Signature / Date: *James Graham* 12/4/2024
- Council Approval / Disapproval Date: _____

Auditor Map



11/27/2024, 9:02:53 PM

Parcels	Blue: Blue	Blue: Blue	Blue: Blue	Blue: Blue	Blue: Blue	R-2: Residence District
17270E726528N.ecw	17270E647328N.ecw	17165E618288N.ecw	16822E731808N.ecw	16663E665808N.ecw		R-3: Residence District (Single/Two-Family)
Red: Red	Red: Red	Red: Red	Red: Red	Red: Red		
Green: Green	Green: Green	Green: Green	Green: Green	Green: Green		
Blue: Blue	Blue: Blue	Blue: Blue	Blue: Blue	Blue: Blue		
17270E681648N.ecw	17270E618288N.ecw	16848E620928N.ecw	16716E694848N.ecw	Zoning: West Jefferson	B-1: Central Business District	
Red: Red	Red: Red	Red: Red	Red: Red		M-1: Restricted Industrial District	
Green: Green	Green: Green	Green: Green	Green: Green			