

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025



VILLAGE OF WEST JEFFERSON COUNCIL

MEETING MINUTES

October 6th, 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 October 6th, 2025, Agenda Moved by Howard Wade and seconded by Jimmy Little. All in favor.

Motion to Approve the Minutes of the September 2nd, 2025, Regular Meeting of Council. Moved by Samantha Cahill and seconded by Jeff Patterson. All in favor.

Motion to Approve the Minutes of the August 18th, 2025, Joint Committee meeting (Finance & Employee Benefits)? Moved by Jimmy Little and seconded by Samantha Cahill. All in favor.

RECOGNITION OF GUESTS

President Warner invited resident Bonnie Hamilton to the podium to speak. Bonnie arrived at the podium stating that she had a few follow-up questions to the Facebook post by the Clerk in regard to upcoming housing. She did not see anything about Timber Cove, President Warner stated that they have not heard anything back and they are actually looking at changing the PMU's in the zoning legislation to set a timeline for developers to start a project. The second item was about the land out by the golf course for a possible data center that couldn't use an existing warehouse. She has not heard anything about that. President Warner stated that Sentinel pulled out of the project due to not being able to get electric needed. Some Council members stated that this was the first

they were hearing of that. President Warner stated that they came and presented and then the project never went anywhere. Clerk of Council stated that the attorneys were still working on possibly annexing that property in anyways, but nothing has been finalized, and it is still in question. A resident asked where this was at, and he was told that it was on Route 40 near the golf course.

President Warner invited the next guest on the list, Pam G. She stated that she does not live in Village limits but was invited to attend the Planning & Zoning meeting because her home is directly impacted by the proposed residential housing project off of West Jefferson- Kiouville Rd. She stated that she did a lot of research and to be honest she loves her little town and a lot of the people in the room are close to her same age and they have seen a lot of the same events in West Jefferson while living here. She feels like we have to make a change. There are so many components that we need to change that are dropping and coming fast. One of these is our schools. She is out at the school a lot because she directs musicals at the high school. She is seeing a lot of empty classrooms and there is a lot of talk in town stating we will not be able to sustain the growth that is coming with the homes. She stated that we can. She spoke with someone on the School Board and has gone to the Administration building and she has time stamps on the information she received and has with her. West Jefferson has 58 kindergarten students this year. It's alarming. We are going to start losing

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025

teachers and she is getting this straight from the source. This is not a scare tactic or anything. We are going to start losing funding because we don't have kids in our schools. She knows a lot of people saying she is not right, but she is. There are only 76 seniors in the WJ class and a whole lot of them there are a lot of those at Tolles Technical Center. Last year one of the kindergarten classes only had 12 kids in it. It is time for us to do it right and add houses, we need roofs. We need a grocery store, but we are never going to get it unless we start approving housing. She has so much more she wants to say. She knows that families are moving into Redwood and the bus driver that has that route stated if they only had homes to move into, that would be great. Our Ox Roast. Our Senior Center Christmas Dinner, she is 70 years old, and she works it, and they are old getting older and they need some young blood to come in and take over and be excited about the community so they can retire. She is trying to make the point; she doesn't like change either but at one point West Jefferson had no money to be able to make change and now they do. They have the resources and ways to make the town great, and we need to do it right. She told Council that she really hopes they approve this housing project when the day to vote comes. The kids and the young people are a huge reason, they have nowhere to go. Council thanked her for her words. Township Trustee and representative of the Ox Roast came to the podium to speak to Council. He stated that due to not having a 2nd September Council meeting he chose this meeting to come too because he was too tired to make the one the night after the Ox Roast. He wanted to thank the Council and Village for the help with putting on the Ox Roast. The donation from the Village of \$5,000.00 and administering the additional funds from the Brennaman foundation of \$2,000.00 certainly helps. Allowing them to use the stage for the entertainment and the Ox Roast Queen Contest. For the staff that came down and dug the pit for the roasts and covered it back up at the end, they are thankful. It looks like a large grave but eventually that will settle down. Such things as donation of trash bags, use of a tractor to move the wood around and for after the event, traffic cones after the parade, Police and Street Department for everything they did. John for making sure they received the dumpsters. Just so you are aware of the Financials, for August and September the income was \$66,971.30. That is a lot of money. That is from food vendors, crafters, sponsor & community donations, sandwich sales, cornhole tourney and car show. The expenditures for August and September was \$57,915.95. That leaves us with \$9,055.34. That has to run us for another year. Paying the utilities, mowing and other items are just a few constant expenditures. They are working on a few things right now to hopefully make a little better use of that money. He wanted to thank everyone again for their support.

OLD BUSINESS

None.

NEW BUSINESS

At this time, a representative from Schottenstein homes, Darby Place, was invited to the podium to speak to Council about the project that was recommended to Council at the September 3rd, 2025 Planning Commission meeting. This project will be a rezoning from C-Condo to PRD-Planned Residential and the Preliminary Plan with the following conditions: 1.) That there be a commencement date established by Council. 2.) A final boundary survey completed prior to final approval by Planning Commission. 3.) All variances to the PRC were accepted. Representative Phil Morehead from G2 Planning & Design arrived at the podium to speak to Council and show the project in question. (All documents are attached). He also stated that Mr. Scott Plintock and Steve Schottenstein were with him to answer any questions Council may have. They are here to give an informal overview of the proposed preliminary development plan. Some of you may have been to the meeting at the Planning & Zoning Commission meeting but he will review the items with Council. The proposed project is 50.35 acres on the North side of West Jefferson Kiousville Rd near Olmstead. It is bound on the north side by Richmir Condominiums. The other sides are bound by unincorporated land. The site itself is agricultural land that is zoned C-Condo, and they are looking to rezone to PRD as stated earlier. There are wetlands in the corners of the property with a gas easement that runs northwest to southeast through the site. The drainage is generally from the northwest corner and goes to the east and the south. Drainage is a little complicated due to the ridgelines. There was some discussion at the Planning Commission about possible encroachments of the Richmir boundaries. There was research done since and found there are no encroachments and was taken care of by a quick claim deed a few years back. Going into the proposed site plan, they will be proposing a maximum of 160 single family lots. That is about 3 homes per acre. They have reserved a lot of the site

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025

with wetlands and streams. The open space is about 30% of the gross land area in the project. For our lots they are proposing a 44' minimum lot width and that will be bumped up on a corner lot. All frontages, setbacks and landscaping are in the attached development text. These pages also discuss the streets, parking, size of homes and sidewalks on both sides of the streets. There was discussion at the Planning Commission meeting that the sidewalks be extended down to the high school on the north side and they are working on that plan with the township, existing property owners and Village. There is a diagram in the documents that shows the potential sidewalk. There are also images of potential homes. The Mayor noted that they are very interested in the sidewalk and hope for them to make that a definite addition before bringing this back to Council. The Mayor also asked about the stream coming into the addition. It was noted by a few people that this would be the water coming in from Converse Park so the water would be draining away from that park area. They have a diagram of how the sign to the entry of addition will look as well as the typical mailbox unit where all homeowners will get their mail from. This is now a normal way of doing the mail so that the mail carrier has one location to go to instead of each home. This is obviously the preliminary draft of the project, but these will be a step-up entry level home that will be attainable. It is possible that there may be ranch homes as well as 2 story homes. The 2 story homes would be around 1,700 sq ft and the ranch homes would be near 1,400 sq ft. That concluded his presentation, but the development text should answer any other questions they may have. President Warner asked the Clerk to read the rest of the items on the notes agenda about the project. A recommendation was made from the last Planning Commission meeting on 9/3/25 for this project to rezone the property from C-Condo to PRD-Planned Residential. A Development Committee meeting will be held prior to the next Council meeting on 10/20/25 to discuss this matter further and to vote if they will recommend to Council. There will be a first reading at that meeting and then the Public hearing will be held on December 1st, 2025 after the hearing has been placed in the newspaper and on the website for 30 days prior to the meeting. Resident Bonnie Hamilton asked if there is a starting price for the homes. The representative stated that this information has not been established yet, but one of the representatives stated that it will most likely be the low \$400,000.00 range. This information will be more readily available at the Public hearing. Council member Howard Wade stated that he had a few questions that he had wrote down from the Planning Commission meeting and the first question is when the homeowner comes in will you be able to choose your lot and then the 2nd question is how long to you have to develop it. The resident will be able to choose their lot, and the timeline is based on the zoning regulations. Resident Mike Conway asked if this project will be like the Redwood apartments and will the HOA be responsible for taking care of the roads and streets or will this be Village responsibility. The representative stated that they are presenting public roads once all of the lots are sold and this normally transitions over at that point. The HOA would be responsible for the open space areas. Mr. Steve Schottenstein wanted to make sure that Mr. Wade's questions were answered and wanted to make sure he understood his questions. He stated that each person would be able to choose their house and their lot. They will also have inventory homes for people to choose from. In regard to how long it would take to build the whole project he asked Mr. Wade if he ever went to the racetrack, gamble, does he know what interest rates are going to be? Mr. Wade said no. Mr. Schottenstein said neither does he. They would start immediately once approved and if they do 20-35 homes per year it would be about a 5 year project. Mayor Martin stated that what he believed Council member Wade was asking is if I come to buy a home can I pick my own lot, and will there be inventory and Mr. Schottenstein stated please call him Steve and those are both correct.

DEPARTMENT REPORTS

Report for the Mayor – Mayor Martin reported that there was beautiful weather for the OX Roast, and the sandwiches were great, it was a good year, and he is sure that Jeff Pfeil probably gets nervous every year in regard to the weather and he is not sure of what is going to happen. He also wanted to let everyone know that David Kell, the Madison County Deputy Commissioner Administrator and Economic Development Director is moving on to AEP and will no longer be with the County. The Mayor

has been working on a little surprise all summer long for the Fall Fest and planted a pumpkin patch sponsored by Chip Parsons and Billy Gillum. There was a good harvest of pumpkins and there will be a

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025

Mayors' pumpkin patch at the Fall Fest like Charlie Brown and hand out some pumpkins. Chip Parsons went out by himself and watered and fertilized the pumpkins and he appreciates what he did.

A resident, Debbie Warner, stood and asked about a question with a gas line in the Village in the Converse Rd area. In front of her home, the gas, electric and water have been marked or has drawings, what is going on. The Mayor asked if the gas issue she was having had not been fixed and she stated that thanks to Steve Rohner with the Township, that was fixed in one day. Will this gas line come through this addition that is being proposed? Director Mitchell stated that this gas line is a major main and will not be touched or tapped. Director Mitchell stated that there are some companies that are going through the Village currently in regard to fiber optic to add new internet service. A gentleman in the audience stated that she will notice that every two weeks there will be painted markings to note any possible construction or digging in the area. Director Mitchell stated that OUP's (Ohio Utilities Protection Service) can be called in for different reasons and mark the utilities. They can mark for repairs or fiber optics, etc. The resident also stated that they are surveying and marking the bridge on Converse Rd too and Director Mitchell stated that Converse Park is getting a makeover like the other parks in town. It is taking a little longer because it cost more. Almost \$700,000.00 was spent on Garrett Park and \$700,000 to \$800,000 on Westwood Park. The Village is looking at improving the entryway into Converse Park. They are currently surveying for a new box culvert for the stream and laying out the area for new parking and other items. The resident asked if they were thinking of parking to the left when you pull in and Director Mitchell stated yes and other areas. It should help the parking on the streets during events.

Report for the Director of Public Service- Director John Mitchell reported that the October 13th leaf collection program will begin and end around Thanksgiving time. They are coming down a little sooner due to the drought period we had for a time this year. The Public Service team is getting the equipment ready and testing it out to prepare for the program. The Route 40 transmission water main is about 85% complete. This runs from Taylor Blair Rd to the old Rt 29 booster station. They are working on some of the connections to the homes and businesses as we speak. The Depot Street storm sewer project is about 50% complete. The new storm sewer line and then the repaving will begin. The Fellows Rd reconstruction project will start October 20th on the storm sewer line just for this year and then next year they will be replacing the streets, curb and gutters, sidewalks, driveway approaches will be replaced early next year.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley reported that the Health and Harvest Fair is Wednesday evening, 5pm-7pm at Norwood Elementary. This is an annual event that they do with local vendors from all around and he and the Mayor attend this and pass out apples. Next years' schedule of events are picked and done. He emailed this out to staff but if you didn't receive it, please let him know. They haven't finalized details, but the dates are picked. The Fall Fest is coming up quickly, and they are less than 20 days away. They are taking volunteers for food, the haunted house, passing out candy, etc. Just reach out to him or Amanda Adkins. The last event of the year is the Winter formal dance on December 19th from 6-8pm here at the Community Center. Council member Samantha Cahill asked if they were having the Small Business event this year and Mr. Stanley stated that the attendance was not good last year, and a lot of the vendors were disappointed with the turnout. It is not 100% decided but he will let everyone know if they choose to have the event.

Report for Director of Finance – Finance Director, Rebecca Shipley-Arnott reported that it is budget time and that is pretty much consuming a 100% of their days. The Director wanted to thank the Finance Committee for meeting prior to this meeting at 6:00pm. It helped her get some direction on some difficult decisions the department is working on and hopefully they will get those items resolved and she will get her statistical information out next meeting. President Warner also mentioned that the Director will be reaching out to Council and the Directors to plan dates for the annual budget meetings. The Finance Director stated that it can sometimes be like herding flies, but she will try to be flexible.

Report for Chief of Police – Chief of Police, Brandon Smith reported that the newly certified Bike Patrol Officers began their patrol this past weekend and it's good to see them out there in the community. 2 Officers recently graduated from Crisis Intervention Training which is extremely important. The Officers are educated on how to deal with mental illness. 4 Officers are planned to attend the Fall Fest like in the past years. The Canine Unit recently passed their certification for the year. Officer Kauffman

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025

completed a successful Touch a Truck event with Norwood Elementary school at Westwood Park with the kindergarteners. He also noted that there is a suspect apprehension in regard to the vehicle thefts that have occurred over the past few weeks. That case is under investigation still. Over the past few weeks 99 stops were made, 57 occurred on Main Street and 24 resulted in citations.

Report for Director of Development – Development Office Supervisor, Kristie West stated that there will be a Planning Commission meeting Wednesday at 5:30 p.m. at the Community Center and there are 3 items on the agenda. A resident asked what the items are, and Supervisor West stated that a resident is requesting a variance, a discussion on a variance that was approved last month and a discussion on a tree ordinance.

Report for Director of Information Technology – Director of Information Technology, Mark Crosten reported that he is making good progress on all of the projects. He stated that even though he works on a lot of data there is nothing more important than the people here, so he wanted to express his good thoughts to Jill Sorenson who is the Mayors Assistant & Community Engagement Officer. She is dealing with some major health issues with her & her husband and wanted to send out good thoughts to them. She is an interictal part of a lot of things he does so he wanted to voice that.

Recognition of Clerk and Council – President Warner wanted to note that the next meeting will be at the Senior Center due to setting up for the Fall Fest here at the Community Center. The Clerk wanted to mention something she had brought up to the residents on Facebook. Currently the new website is being worked on, and they are trying to determine how many years to post old minutes. They have looked at other surrounding communities to see what they are posting as well. When residents responded the average was posting back 5 years. There will also be a statement that says any minutes beyond that can be requested by public records request to the Clerk at any time. She wanted to bring this to Council and see what the thoughts were. Council member Samantha Cahill stated that she thinks that when it was posted on Facebook some residents thought that we would only keep the 2-5 years and then the rest would be pitched so to say. The Clerk stated that is definitely not the case, all records are kept. Resident Bonnie Hamilton asked if starting with the new website will the minutes start now and move forward with minutes and the Clerk stated that the minutes will be from now, and then 5 years back.

Council member Jeff Patterson stated that he had a packet to hand out if you could take one and pass it down. He stated that he and Council member Erica Bogner were recently made aware of a potential ethics violation by Council members, the Council Vice President, Council President and the Mayor. They received documentation as well to support those concerns. While no laws were broken, they would like to discuss the events that happened and how to best avoid these conflicts in the future. If anyone in the audience would like a handout he has extra. Council member Erica Bogner stated did the Council President instruct the Clerk to use work hours to contact the Board of Elections regarding two council members invalidated positions? At this time, the Clerk of Council, Tisha Edwards stated that the reason she was asked to contact the Board of Elections was because there was a question about our charter that states how many signatures are required. We had two Council members who were told that they needed 50 signatures by the Board of Elections, but our charter only requires 25 signatures. Before these questions all came about, I had 3 Council members who came to me and said, Tisha I don't think this is right we have only needed 25 signatures in the past, we are not sure why they are asking us for 50. I began looking into this and have emails to support that. The Board of Elections were going by what the Secretary of State was telling them for a nonpartisan community, which is not the case. Our charter states only 25. We had 2 Council members who were told that they were not eligible to be able to run because they only had 40+ signatures and needed 50. Our charter trumps State rule. When I was asking this, I have only been in this position for 2 ½ years and I had not been in an election year when this had been brought to me. I was speaking with Stephanie Mack at the Board of Elections who had only been in her current position at the Board of Elections for a couple years, so she and I were learning together. I probably would have known this if I had been in this position longer, but I did not and I have no problem admitting that because we all have to learn sometime. I went with the Mayor and the Council members to the Law Directors office specifically asking if the charter is what trumped the Secretary of State and if he would check on this with the Board of Elections. Not specifically for these candidates but so that we knew and come elections what the rule was. The Mayor stated that at that visit to the Law Director he only asked what the charter rule was. The Clerk stated that the Law Director specifically said I cannot answer anything specific to their campaign I can only answer about the charter. Council member Erica Bogner stated that they made a timeline of the

RECORD OF PROCEEDINGS

Minutes of the

Regular Meeting of Council

Held on

October 6th, 2025

Public Records request, and you can see that you didn't know about the Charter until 2 days after the Council members applications were invalid. The resources that you used were not made available to the 2 non-Council members who were running. The President and another Council member stated that the Charter is available to everyone. The Mayor stated that the Charter used to read 50 signatures and when they came to him to question he was thinking something didn't add up so that is why he looked into it. Council member Linda Hall told the Mayor that she believed she had 50 good signatures and then he said I think you only need 25. Council member Bogner stated that he didn't ask these things until after their applications had become invalid. She stated that to overturn the Boards decision he used taxpayer funded resources like the Clerk of Councils time to and the Village Lawyer that the other 2 candidates would have to pay for. The Mayor stated that no one overturned a decision that is the Charter. Council member Samantha Cahill asked why are we discussing this in an open setting without the Village Attorney since this was public records. The President of Council asked what is the ethics violation? Council member Bogner stated that if you read the cover page that Jeff has passed out to everyone that revised code is quoted that use of financial benefit but also the use of publicly funded time service or expertise for personal or political purposes. Had you guys not requested this before the petitions were turned in and had shared that information with the non-council candidates she wouldn't have had a second thought about it, but you waited until your positions were invalid and used resources that the other two were not given. Council member Samantha Cahill stated she called Stephanie at the Board of Elections 3 times before her petition was deemed invalid are you certain that 50 signatures are required. The clerk stated that there are emails dated to the Board of Elections before the applications were deemed invalid. Strong voices and yelling continued and President Warner stated for Council member Jeff Patterson to continue. He stated that he does not believe that Clerk of Council, Tisha Edwards did anything wrong, let's get that out of the way, I believe that she as just doing her job. If we ask her to do something, she's probably going to do it. The only thing that he feels that Ray did wrong was called the meeting with the attorney. The Mayor stated that it was because of the charter and that is his job and that is why. The Charter trumps the ORC (Ohio revised code). The charter says 25 and that is why he asked. Normally if the Board of Elections has a question they would contact our Law Director, he has been doing this long enough to know that. Council member Patterson stated that this also has to do with the Council Rules Committee that was established that Samantha Cahill is the Chairperson of, and he is a member as well and he feels like it was a dig at certain Council members but when they talk about for instance if you ask something to the attorney, Just like with Sentinel, he had no idea that was gone. He has been telling people that we are getting a big data center out there. He doesn't know anything until he gets his Council packet. The communication is awful. Sam wanted it to say in the Council Rules that if someone meets with an attorney, everyone should know the answers that were given. It doesn't matter what it is. If somebody is doing something on the street and that is an attorney question then that email should go out to all of the Council members and Mayor. All of this goes on, and we get wind of this, and he wasn't informed that there was a thing that we were using taxpayers' dollars to get an answer. If the roles were reversed and I was someone and my petition didn't pass, let's say for instance someone is running for Council and their petition doesn't pass and I'm on Council and mine don't pass, I'm not going to say, hey lets go to the attorney because that's my responsibility to pay for my own stuff, not use the Villages money. President Warner stated it wasn't about their petition being invalid it was about the Charter. We walked into the Law Directors Office and Ray, the Mayor, said I want to know if the Charter trumps the Election Board and he said yes. Council member Erica Bogner stated and that was a coincidental finding because you have days of emails in front of me where you were asking Tish to ask about write ins and appointing someone before the seat is vacant. You were trying to fill the seat. President Warner stated that she was not trying to do anything she was looking for information. She said she needed to look into it. Council member Patterson stated you can see the writing of the wall of what's coming. Council member Erica Bogner stated if you didn't do anything wrong then why did you not let the 2 candidates know about your findings. President Warner stated it did not affect them. Actually, the Mayor did because Karl went to the meeting the next day and Ray made him aware. He and Mike Conway were at the meeting the very next day. The Mayor stated that the only thing he was over at the office for was to ask about the Charter. If you want him to pay the \$87.50 then he will pay for it. Council member Erica Bogner stated, It's already been paid, the candidates themselves paid for it. Council member Patterson stated it's already been paid and Council member Erica Bogner stated it's our business. In an email here, Vice President Linda Hall states that she was willing to contact Carly at Bricker and Eckler (Graydon) who does not handle Village matters about the election and to overturn these petitions. How is that related? President Warner stated she didn't know anything about it. Council member Bogner stated she is Cc'd on the emails. President Warner stated that if she did want to do that she has every write right to, maybe she wanted to hire Carly. Council member Bogner stated she doesn't

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on October 6th, 2025

have the right to use taxpayer dollars and Vice President Linda Hall stated she knows that and would not have. Council member Samantha Hall stated we need to stop right there because someone repeatedly contacted Bricker and Eckler (Graydon) and used tax dollars over the last years. Council member Howard Wade said yes she did, so we are going to stop this. She was told on Friday which is the Villages day with the Law Director, and she was told that anything with campaigning is not Council and is at their own cost. She will put out her signs, and so will Linda Hall and she turns that into the State. Council member Erica Bogner stated that they disagree, and we can let the people decide for themselves if they think the tax dollars were well spent on your personal campaign petitions. President Warner asked what did Council member Samantha Cahill spend? Council member Cahill stated she called the Board 3 times before her petition was marked as invalid. Council member Erica Bogner stated was your petition invalidated alongside hers (Linda Hall) and she was at the meeting with the lawyer who was then able to get them overturned so you are involved with that. Council member Samantha Cahill stated she was at work that day and works full time. She has no idea what was going on and was told after it was done, and I am so happy that the Charter is being followed because that's what the rule is. She stated she is running unopposed; no one put in for it, she doesn't know what the big deal is. If you want her to pay. Council member Erica Bogner stated Apparently we don't agree on what the big deal is, and we will have to leave it at that. Council member Smanatha Cahill stated, and we will Erica because there are bigger deals that you have done with Bricker, so please don't pull her name down because she has nothing to hide. She can afford to pay an attorney if needed. President Warner stated she has a question. If this is an ethics violation, why was she not notified by the Village Law Director and Vice President Hall said the same. Council member Jeff Patterson stated he doesn't know. He stated that it only says it's an ethics violation. President Warner said you stated it was ethical stuff, and you started this. Council member Patterson re read the portion that stated Erica and I were recently made aware of a potential ethics violation. President Warner stated that the Law Director never contacted her, the Vice President Hall said the same, and stated that any ethics violations were committed. She overheard recently that someone was saying she did something wrong and she asked the Clerk for information and said that if she did something wrong she would take it to the ethics board herself and if she did something wrong she will own up to it. But all she did was ask about the Charter and that is within her realm of what she is allowed to do. For you guys to do this grandstand, which she wondered why all these people were he tonight, why didn't you guys just come to me or Ray or all of us say this may be an ethics violation, instead you say possible ethics violation. Council member Jeff Patterson stated when you say it like that, why didn't you bring it to me or Ray or anyone we've all done that before and we all know where that goes, right under the rug over there. President Warner said bull crap and Vice President Hall said that's not true. Council member Samantha Cahill stated so right now there is no ethical violation, and she has been told that. Council member Howard Wade asked if he could recognize Mr. Mike Conway in the audience. Mr. Conway stated that he has 3 things real quick. President Warner asked him to stand. He stated that the Board was told by him that the charter stated 25 signatures when he picked up his packet and they we're going to look into it and that they didn't know anything about that. Tish you said that the Board of Elections was supposed to contact Josh, the Mayor stated that they are supposed to. He said that they went to the Secretary of State, and they never got ahold of Josh. Council member Samantha Cahill and President Warner again stated they had questioned multiple times before the petitions were invalid. The third thing is Karl, and he were at the Board of Elections meeting, and this is something that would have affected Karl and Greg if the Board of Elections had chosen too because they would have had too many signatures. President Warner stated but it didn't. The Board decided that there wouldn't be any repercussions on those two because they did what they were told. But the Board was told by himself that 50 was not right. Council member Samantha Cahill stated that she did too. Mr. Conway stated that he has ran twice and it was always 25. President Warner stated that she even asked Council member Patterson one night, didn't you get 25 signatures, and he said yeah, and she said then why am I having to get 75 (the 50 plus additional in case some are invalid). When you are in a Ward it is hard to do that because no one answers their doors. Mr. Conway stated that if you remember in the meeting Karl, this is something that Charter Review might want to look at, it states with a comma missing, one part says nonpartisan and then it says 25 for one thing and 75 for another, which is very confusing and not right. A simple change of a word or comma could make it right. The Mayor stated it was funny that the made up name for the records request is my grandson, Ben Martin. A resident, Debbie Warner, stood up and stated that she was offended. She did not come here for grandstanding from any of you, I'm embarrassed. The President and Vice President said me too. She came her to look at a housing development. She thinks they all need to grow up really quick and knock this stuff off. You are representing the Village what is wrong. Don't think I will keep my mouth shut I won't, you know me, I won't. You need to dig deeper because if this is wrong then take it all the way, that's all I want to say.

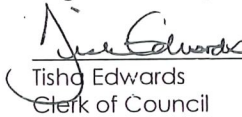
RECORD OF PROCEEDINGS

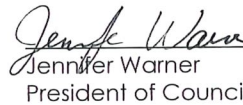
Minutes of the Regular Meeting of Council

Held on October 6th, 2025

President Warner asked if Council members Patterson and Bogner were done or if they had more to present or if they had more to bring, then bring it. Council member Erica Bogner asked the question, why didn't you tell everyone on Council that you had a meeting. Jimmy and Howard were you looped in that this meeting even happened? President Warner said she spoke with Jimmy later and let him know that Charter trumped. Council member Jimmy Little stated that he was told of the outcome that Charter trumped and they were told wrong. He said OK. Council member Patterson stated that he just feels like them going and using the money is wrong. President Warner asked if you wanted to know if the charter trumps the County, then who would you go to? She went to the County; they told her 75 signatures (again 50 but 75 to be safe for invalid signatures) so who would you go to? You should go to the Law Director. It was a 5 minute meeting. Council member Patterson stated why wasn't anyone involved if it was not a big deal. A week before we literally had a meeting about the need to notify everybody. She stated that as far as she knew everyone knew it. Council member Bogner stated that we don't agree. President Warner stated she doesn't have to agree. Council member Bogner stated I know, I'm saying there's no further productive conversation here. President Warner stated but you don't see how bad you made me, Ray and everyone look? Council member Bogner stated that she thinks presenting the facts is something she feels, President Warner interrupted and stated then she will go to the Ethics Commission and make sure that everyone knows what the ruling is because you just let a room full of people think the worst of all of us. Council member Howard Wade stated that he is going to second that. This should have been a closed door meeting with all Council members. President Warner stated, nope then she can't grandstand. Council member Bogner stated that Executive Session doesn't allow a reason for that.

Motion to Adjourn by President Jen Warner at 8:09 p.m. and reconvene at the October 20th, 2025, Regular Meeting of Council. Motion by Linda Hall and seconded by Samantha Cahill. All in favor.

 10-20-25
Tisha Edwards Date
Clerk of Council

 10-20-25
Jennifer Warner Date
President of Council



Village Council Sign In Sheet

* All guest will have 3 minutes to speak unless more time is asked for in advance

Date: 10.10.25

Name (Please Print)	Do you wish to Address Council?	Resident	Non-Resident	Subject
Randy Otis	NO	☐	☐	
Debbie Warner	maybe	☒	☐	Converse Rd.
Janet Stevenson	NO	☒	☐	
MAK LEBNER		☒	☐	
Debbie Owen - Krivich	Maybe	☒	☐	Richair Condos
Dave Krivich	No	☒	☐	
JAMES GRAHAM	NO	☒	☐	
Bonnie Hamilton	yes	☒	☐	
Chris Barnes	NO	☒	☐	
Greg Holben	NO	☒	☐	
Tom Miller	NO	☒	☐	Rehman Condos
Janet Price	yes	☐	☒	but added to morning meeting
Mark Warner	NO	☒	☐	
Star Antkowiak	NO	☐	☒	
Paul Lybarger	NO	☒	☐	
Jeff Pfeil	yes	☐	☒	OK Roast
Sam Miller	NO	☐	☐	
Mark Conway	NO	☒		



REGULAR MEETING OF COUNCIL AGENDA

October 6th, 2025

Call to Order & Roll Call

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

Prayer and Pledge

Approval of the Agenda and Past Minutes

Past Minutes from the September 2nd, 2025 Regular meeting of Council & the August 18th Joint Committee meeting of Finance and Employee Benefits.

Recognition of Guests

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*

Old Business

New Business:

A representative from Schottenstein will be at the meeting to present the plan for Darby Place that was presented at the September 3rd, Planning Commission meeting.

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 (Chief Smith)

Director of Development (Tom Hale)

Director of Information Technology (Mark Crosten)

Communications from Clerk & Council

Motion to Adjourn

Adjourn & Reconvene at the October 20th, 2025, Regular meeting of Council at 7:00 P.M.



REGULAR MEETING OF COUNCIL

October 6th, 2025

NOTES AGENDA

****Remember to review the Guest List before starting the meeting and turn on the recorders.**

I Call this Meeting to Order at ____ P.M.

Roll Call?

COUNCIL MEMBER	Present	Absent
Bogner, Erica		
Cahill, Samantha		
Hall, Linda		
Little, Jimmy		
Patterson, Jeff		
Wade, Howard		
Warner, Jen		

Madame President, I have ____ members present and ____ absent

***If anyone on Council is absent, officially note by the President at this time**

Quorum Declared

-Prayer & Pledge

-Agenda

·May I have a Motion to Adopt the October 6th, 2025 Agenda? Moved by ____ and seconded by ____.

·Deliberations Begin "Are there any questions or comments?" ·Deliberations End. All in Favor? Any Opposed?

-Minutes

·May I have a Motion to Adopt the Minutes of the September 2nd, 2025 Regular meeting of Council? Moved by ____ and seconded by ____.

·Deliberations Begin "Are there any questions or comments?" ·Deliberations End. All in favor? Any Opposed?

·May I have a Motion to Adopt the Minutes of the August 18th, 2025 Joint Committee meeting of Finance and Employee Benefits? Moved by ____ and seconded by ____.

·Deliberations Begin "Are there any questions or comments?" . ·Deliberations End. All in favor?
Any Opposed?

-Recognition of Guests **Remember to review the Guest List

-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

-Old Business, if any

-New Business, if any

At this time a representative from Schottenstein Homes or Darby Place would like to come to the podium to speak. A recommendation was made from the last Planning Commission meeting on 9/3/25 for this project to rezone the property from C-Condo to PRD-Planned Residential and the preliminary plan with the following conditions:

- 1.) That there be a commencement date established by Council
- 2.) A final boundary survey completed prior to final approval by Planning Commission.
- 3.) All variances to the PRC were accepted.

Representative to speak

A Development Committee meeting will be held prior to the next Council meeting on 10/20/25 to discuss this matter further and to vote if they will recommend to Council.

-Department Reports

Mayor (Mr. Ray Martin)

Director of Public Service (Mr. John Mitchell)

Recreation and Special Events Manager (Mr. Shelton Stanley)

Director of Finance (Mrs. Rebecca Shipley-Arnott)

Chief of Police (Mr. Brandon Smith)

Director of Development (Mr. Tom Hale)

Director of Information Technology (Mr. Mark Crosten)

-Communications from Clerk and Council- Mention that the next meeting will be at the Senior Center due to the Fall Fest preparations since the lift is still not in operation. Also ask the whole Council how many years they would prefer the minutes on the new website. I did bring this to the public too and it seemed that the majority asked for 5 years. I looked at other local websites and they are normally 2-5 years. There will always be the clause that any other years can be requested by Public record request from the Village Clerk of Council.

Motion to Adjourn the meeting at _____ p.m. and reconvene at the October 20th, 2025 Regular Meeting of Council at 7:00 P.M. Moved by _____ and seconded by _____. All in Favor?
Any Opposed? Meeting Adjourned.

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025



VILLAGE OF WEST JEFFERSON COUNCIL

MINUTES

September 2nd, 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 September 2nd, 2025, Agenda Moved by Howard Wade and seconded by Jimmy Little. All in favor.

Motion to Approve the Minutes of the August 18th, 2025, Regular Meeting of Council. Moved by Samantha Cahill and seconded by Howard Wade. All in favor.

Motion to Approve the Minutes of the August 18th, 2025, Council Rules Committee meeting? Moved by Jeff Patterson and seconded by Linda Hall. All in favor.

RECOGNITION OF GUESTS

President Warner invited Chief Brandon Smith and Mayor Martin to present the Valor Awards to the Officers involved in the traffic event on June 5th, 2025 to recognize their courageous actions. Many family members and friends were in attendance for this event. Mayor Martin stated that Chief Smith asked him to start the recognition and the Mayor stated that he has a lot of love for the blue and has 4 family members in this line of work. He knows of the bravery and sacrifices, but his son always tells him, dad you don't know what you are talking about you are not a cop/officer, but in a world of so many negatives it's always an honor to award for the positive. He was honored to have been in the room when these Officers were reporting to the Chief and decompressing. He was impressed with

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

their conversation. It was about adaptation and success. There was no hesitation. Officers and Trooper, you are all so deserving of this award. As Mayor of this Community and on behalf of this Community, we thank you for all that you do and God Bless. The Mayor presented the Officers and Trooper with a Mayors coin for Mayoratorial service, and the Chief will continue with the presentation. Chief Smith thanked everyone in attendance. Honoring their service, courage and commitment to the community is huge and saving a life while you are on duty is a reward that is hard to explain. It is one of the most rewarding experiences you can ever have. Doing it in the face of danger you are separating your own life from you or your family, to make sure that you are preserving life for someone else vs. yourself. That is what they did. When Chief received the phone call he stated that their stories were remarkable. A 9-1-1 Operator contacted him at home as he was getting ready for dinner to let him know that the Officers here tonight went in one of the retention ponds in West Jefferson due to a vehicle being submerged. The concern of the 9-1-1 Operator was that they had not heard back from the Officers but in the Chiefs gut he already knew they were undoubtedly in the water. Chief stated that he responded as well as many others did, and it was a massive showing of teamwork that presented to the event. These Officers were in the water doing everything they could to save lives, and they did do that. It was remarkable. For the State agencies and Fire showing up and allowing them to rest in their arms is huge for an agency our size and was such a great experience. To reward them with the Medal of Valor is one of the highest honors in policing and for a reason. We are excited to award this, and the Colonel has already awarded each of them for Distinguished Service through the State Patrol which is another high honor and respected award. Thank you all for being here to uplift them. Officer Ward, Officer Hiles, Sergeant Martin and Trooper Linden were awarded, and photos were taken. The audience stood and applauded. President Warner thanked everyone for coming as family and friends left the meeting. Mayor Martin asked Chief Smith to introduce the new Village Cadet, who is currently in the academy, Skylar Smith. He is excited to get started and Chief Smith was excited to introduce him to Council, Administration and the community in attendance.

At this time, the Clerk reviewed the list of people who would like to speak to Council due to some people who came in during the Service awards and President Warner invited Matt Teders to come to the podium. Mr. Teders stated that he was at the meeting in regard to the Adelsberger/Sims parcels that were being discussed in the meetings legislation, Resolution 25-043. Mr. Teders resides right across from the parcels in the Resolution that are looking to be annexed. Mr. Teders had had multiple conversations with the Mayor and the County Commissioners who are currently not aware of this plan (The plan is not presented until the September 23rd Commissioners' meeting so they would not be aware yet. The Services agreement has to be voted on by Council before it can go to the Commissioner's office). That particular property is not part of the last Comprehensive Plan. After speaking with Commissioner Xenikis he stated that once it comes into the corporation (is annexed) the Village can allow warehouses, so he is opposed to the annexation. Mr. Teders has looked for the past two years to try to find property within the West Jefferson School district. He finally found property only to have a warehouse developed right across from his front yard. He wouldn't be as opposed to it if it had been residential but after his conversation with Mayor Martin who stated that this is their targeted industrial zone, he doesn't understand why it could be residential instead of warehouses. There are already 2 and a half warehouses sitting empty. There is already property incorporated all the way to St Rt 42, so he doesn't see the need to annex more land in for warehouses especially in a

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

more residential area. Again, this is not a property within the Comprehensive Plan. The buffer requirement that he seen was waved and stated that Council waived those requirements (Council has voted on nothing since there is no developer involved to date and any buffer requirements are handled by the Planning Commission) he would like to have those buffers so that he and his family are not looking at warehouses in the front yard. He stated that Council put in a new requirement to have buffers for any new property that will be annexed and if he asked to have his property annexed into the Village he would be required to have a buffer. Water and sewer hookup. Depending on where they would run it he would be required to hook into it so that is an additional cost to him. Additional semi traffic down 142 with the hope to connect 29 to 142. He spoke to Mayor Martin about trying to do a dedicated truck route. With these semis there are a lot of excessive speeding complaints. You also have uninsured motorist, suspended license and other items that come with the warehouse traffic that the police department can attest to. Reduce speed limits or more no passing zones in the area if this does occur but he feels as though they are being blindsided with no notice until he received a notice from Painter and Associates in the mail today (these are the legal representatives of the Adelsberger Sims parcel owners and are required to do public notice when they file for the annexation to anyone within 200ft of the property) The only other people that they contacted are 3 residences and the others fall under unincorporated farm ground. He feels like this will greatly affect his property. He deals with this area professionally a lot. He wanted to come to this area but does not want a factory in his front yard. We don't need any more factories. If I were to try to become incorporated how long would he have to wait to seek an elected position within the Village. Council member Erica Bogner believed that you have to be in the Village for a year before you can run for an elected office. Mayor Martin stated that he doesn't have to incorporate into the Village, that would be his choice. Mayor Martin also stated that you never have to connect to the water and sewer, but he would refer that to Director of Public Service, John Mitchell. Director Mitchell stated that residential does not have to hook up it is only commercial. Mayor Martin stated that he appreciates what Mr. Teders has come to Council to discuss but he did contact Bryan Dhume the Madison County Engineer, and he stated that he and Mr. Teders and the Mayor can sit and talk about his drainage on his property since that has been a concern. The Clerk at this time wanted to be sure that the resident was aware that this matter hasn't even been taken to the Commissioner's office yet and would not be until the Services Resolution is passed. The earliest it would go to the Commissioners' Office for a vote is September 9th, but it could be later. Mr. Teders stated that it doesn't matter because since it is a Type 2 Annexation the Commissioners can do nothing about it, they have no say. According to the 2007 Comprehensive Plan this was not an area that was cited to be industrial. Mr. Teders stated that West Jefferson has no housing for a large family. He looked 2 years for a home and West Jefferson needs house not factories. At this time, Council member Erica Bogner stated that she voted for the annexation, but she wants to be clear that she is not OK with the zoning that they are seeking but that is a separate vote. Right now, it is just land, but they cannot just throw up a warehouse right now. He said being in the County he has no say so the only thing that he could do is incorporate himself and run for an elected position to stop these warehouses. The Clerk let the President know that the 3 minute time of speaking was met. President Warner reminded Mr. Teder that this vote will still be held at a Public Council meeting even after it is approved by the Commissioners. He was reminded that once a Developer comes in and goes to the Planning Commission he will see a letter since he is within 200 feet not only from the Planning Commission, but once Council has to have their Public Hearing. Council member Samantha Cahill asked Director

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

Mitchell about Mr. Teders stating the buffers have already been waved, is this true. Director Mitchell stated that no it's not true. Mr. Teders stated that as far as buffers he is not in their zoning regulation, so the buffer doesn't apply to his property. Mayor Martin stated that he doesn't have to put up a buffer at his home. Mr. Teders stated that if he incorporated he would have to put up a buffer and Director Mitchell stated no that is not the case and that is commercial not residential. Mr. Teders stated that is not what our minutes state, but he gave no specific minutes that he was referring to. Council member Samantha Cahill wanted to let him know that this is coming in as agriculture zoned and if they want to rezone it they will have to do so when a developer comes to purchase that land. Mr. Teders stated again that Mayor Martin stated it is a target industrial zone. Mayor Martin stated that the end user will be the one who connects 29 over to 142. Director Mitchell stated that the landowner is looking to zone the parcels PCD which can be restaurants, doctors' offices, gas stations, it can be many different businesses not just warehouse. Mr. Teders stated his communication with the Adelsbergers, not Sims is that they want a warehouse there so they can cash out and leave. Director Mitchell stated that it cannot be said what will go in because there are a lot of different needs for that area. Council member Samantha Hall stated that the end goal is for the property owner to sell it and make money and she understands his frustration. Mr. Teders asked why can't it be residential. Council member Samantha Cahill stated that they would love for a developer to come to them to want to build homes there, and President Warner stated that Council has approved homes that are going in. He stated that Bobo's property is supposed to be developed, Tonti's and Russ Millers and none of them have houses on it now. Coughlin sued over the purple ox parcels. President Warner stated they didn't want to build homes they wanted to build apartments. Mr. Teders said the school is shaking and the town is withering away but we have plenty of factories. President Warner stated Thank you to Mr. Teders.

OLD BUSINESS

None.

NEW BUSINESS

RESOLUTION 25-037 A RESOLUTION AMENDING RESOLUTION 20-048 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT OF OCCUPANCY BETWEEN THE VILLAGE OF WEST JEFFERSON AND THE JEFFERSONIAN SENIOR CITIZENS CENTER, INC. FOR A TWO YEAR PERIOD.

Motion to pass Resolution 25-037, Moved by Howard Wade and seconded by Linda Hall.

Deliberations began. "Any questions or comments?" Council member Samantha Cahill asked if the Board members have been replaced recently are they the same board members. The Senior Center members who were there had mixed responses on whether they were the same or had changed. Council member Cahill asked if Section 4 had been removed from the membership paperwork about the rental of the space. They stated that someone else rented it out and Council member Samantha Cahill stated she is not wanting the names of who did it in the past, she just wants to make sure that it

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

does not continue to happen. It states in the membership and article 3, section 4 states that rental of the Senior Center will be \$100.00 per day. Vickie Johnson, President of the WJ Senior Center stated that what she was referring to is the old form and that has been removed. Council member Samantha Cahill also asked if we could do the term from 2 years instead of 5 years. Mayor Martin wanted to state that according to Section 9 there were two defaults that were addressed but they have been taken care of within the 30 days required. If Council would like to shorten the time of the agreement that is their call. Council agreed that they would like to shorten the time to 2 years and then they can review after that. Council member Jimmy Little asked if the Board was going to be making their minutes public so people could see them. Anyone can come into the Center at any time and review information. Some of the Seniors spoke about that no one would be renting out the center and some of their other concerns. President Warner also asked why it was that Board knew it was wrong for her to be renting it out, but they didn't come to report that to the Mayor when it began. She and Council member Samantha Cahill asked if something like that happens, they need to contact Mayor Martin so that he can address it. Council member Howard Wade asked if they got their phone back and they stated no that gave it to her and she was responsible for paying for it. When they looked into the Senior Center was not legally responsible for it because it is in her name. Clerk of Council asked the President that due to their still being active legal cases in regard to the names and information that the Senior Center members were talking about that the conversation not continue. President Warner agreed, and the conversation stopped.

A motion was made to do a two-year period instead of the initially suggested 5-year period. Motioned by Samantha Cahill and seconded by Linda Hall.

Resolution was re-read with two-year time period and a Roll Call to vote was made.

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

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

The Clerk re-read the amended Resolution and Council voted on the 2 year Resolution.

A motion was made Motioned by Samantha Cahill and seconded by Linda Hall.

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

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

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

B. RESOLUTION 25-043, SETTING FORTH A STATEMENT OF MUNICIPAL SERVICES THE VILLAGE OF WEST JEFFERSON WILL PROVIDE TO THE 247.7312 +/- ACRES OF LAND (PARCELS #08-00933.002, 08-00933.001, 08-00933.000 & 08-00933.003), LOCATED IN JEFFERSON TOWNSHIP, AND PROPOSED TO BE ANNEXED TO THE VILLAGE OF WEST JEFFERSON VIA AN EXPEDITED TYPE II ANNEXATION PURSUANT TO R.C.709.023; AND THE BUFFER REQUIREMENTS THE VILLAGE OF WEST JEFFERSON WILL ENFORCE AS PROVIDED BY R.C. 709.023(C).

Motion to pass Resolution 25-043, Moved by Erica Bogner and seconded by Samantha Cahill.

Deliberations began. "Any questions or comments?" Mayor Martin wanted to let Council know that he has been speaking with Mr. Teders about drainage issues he has been having with his property and the Mayor contacted County Engineer Bryan Dhumme. Council member Jeff Patterson also stated that Council was told the reason we are wanting to annex the property in, is so that the County didn't come in to purchase the property and then West Jefferson has no control of what is done. Personally, he also feels that they do not need any more warehouses and that we need more residential and hopefully those are coming soon. President Warner also stated that most Council members are leaning towards no more warehousing as well but instead different kinds items such as data centers possibly. She said she works out there and doesn't want to see another warehouse. Mr. Teders stated that all of these bring increased traffic. Council member Samantha Cahill stated that so does residential housing too.

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

VOTED NAY: Jeff Patterson. ABSTAINED: None. Motion passed: 6-1-0.

DEPARTMENT REPORTS

Report for the Mayor – Mayor Martin reported that he thinks we have a great community, and they say it takes a Village. He and his wife purchased t-shirts this past weekend that said, "One Community, /One Family" and he appreciates the people those that try to make it that or move towards that. Whether or not you agree or not, these meetings & discussions are helpful to assist Council with moving that direction as well and he believes they are.

Report for the Director of Public Service- Director John Mitchell reported that he wanted to thank Chief Smith for the nice email that he sent today thanking the Public Service Department for their help with the parade and Ox Roast. He thinks over the years they have gotten much better at it with the help of the Police, Sherrif's Department and even ODOT. Many don't realize that a lot of the barricades, zones and signs are donated by ODOT. As the Mayor stated it takes a Village and everyone to do it. We have good neighbors in the State Patrol, The Sherriff and ODOT. We appreciate everyone for their efforts. The waterline is continuing on Rt 40 and is getting much closer. To the point that they will be making some connections which may have started today to the old existing line that was put in during the previous project. Things will hopefully be wrapped up in the next 2 months. We are also looking to get Deport storm sewer and repaving done in that neighborhood. There will also be storm sewer work on

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

Fellows this year and the rest of that project will be completed next year. Budget season is coming, and Becky is already coming to him. They are going to try to make next year more quiet. They did 5 major projects this year and he doesn't think his shoulders are as big as they used to be and it's wearing him out. He appreciates all of the help from everyone else and his staff. They are looking forward to the Fall Festival and he received information from Shelton to report. It is a Community wide event, even though he thinks it is bigger than that. If you continue to check the Parks and Recreation page there will be more information posted. If you wish to help with the Haunted House or any event there will be information on how you can get involved. They are always looking for volunteers as well as the night of the event. They always need help with cooking, handing out candy, making cotton candy and we have an expert in the room for making apple cider slushies sitting next to him, Director of IT, Mark Crosten. The event will be on October 25th from 5-8pm.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley was not in attendance and Director Mitchell reported for the Department.

Report for Director of Finance –Finance Director, Rebecca Shipley-Arnott reported that everyone should have received an email today from the Clerk that had an attachment of the July financials. All of the Council members and Mayor should have also received a final copy of the 23-24 Auditors' report from the State Office. If anyone needs to see this, they can reach out to her.

Since the last meeting:

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

8/29/2025	Michaels Foods	Development fees/sewer tap	\$ 90,000.00
	Total Receipts since last reporting	118 Receipts for \$619,679.52	thru 8/29/2025

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

8/22/2025	Darby Pike Farms	Sludge hauling	\$ 24,732.50
8/22/2025	GovHost Intermediate Holdings	IT renewal	\$ 11,424.46
8/22/2025	MNJ Technologies	IT renewal/Software/Hardware	\$ 90,310.00
8/27/2025	Dell Computers	Equipment	\$ 18,649.85
	Total Payments since last reporting	72 Payments for \$283,984.40	thru 9/2/2025
		108 Invoices Paid	

Report for Chief of Police – Chief of Police, Brandon Smith reported that as John stated the parade went very well, and a lot goes into making that happen. The Street Department are really committed to making it happen. It feels like this is the first year that everything has felt very successful. The Communication was great, and they work seamlessly together. Been working with Director Crosten to stay competitive with our equipment. Making sure that everything is always functioning so that they can remain transparent with everything that they do. They are partnering with Norwood Elementary at the end of this month to be part of Community Helpers. Their day is September 25th. They also partner

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

with the Fire Department on different scenarios. Like the event we spoke of tonight, that was a big event, and they were all learning together. If it ever happens again, they can learn to be better. They equipped their cruisers with new rescue throw bags and the Fire Chief. Also thank you to Matt for making sure we are getting the right equipment for what we need as Officers. We always have support from the Fire Department within minutes, but a throw bag can make all the difference. We continue to have ongoing training with the Fire Department for different scenarios to make sure that every scenario is handled in the best way. In the last few weeks we have had 97 traffic stops, 52 on Main Street and 24 developed citations.

A resident commented that she had heard that people were late to work, but the sign on the East side of town was a blinker and if you didn't read it all then you missed it. If it is a solid one, then you can read it. Chief Smith stated he understands. It is challenging getting everything on one screen.

Council member Howard Wade asked why there was a speed limit sign out on Taylor Blair; he just noticed it. Mayor Martin asked where and was it before or after the bridge, and many people commented it was a ways out. Chief Smith stated that was placed by the Sheriff, not the Village. They have their own equipment and could simply be doing a study. They have had fatal crashes out there and could be trying to slow down traffic.

Report for Director of Development – Building Supervisor, Kristie West stated that there will be a Planning Commission meeting Wednesday at 5:30 p.m. at the Community Center.

Report for Director of Information Technology – Director of Information Technology, Mark Crosten reported that he is working hard to support all of the Departments with what they need with their technology. One notable thing we just did was decide on a new phone system. That will be implemented over the next couple months.

Recognition of Clerk and Council – The Council decided at this time that due to President Warner being out of town and the Clerk being unable to get the documents ready for the next meeting due to being out of the country and not being able to be on the network, the September 15th Council meeting will be cancelled, and they will meet again on Monday, October 6th, 2025.

At this time, President Warner asked for a motion to enter Executive Session at 7:51 pm regarding the Ohio Sunshine Law Purchase or Sale of Property. Motioned by Linda Hall and seconded by Samantha Cahill.

Roll call to vote

VOTED YEA: Linda Hall, Jimmy Little, Jeff Patterson, Howard Wade, Jen Warner, Erica Bogner and Samantha Cahill. VOTED NAY: None. ABSTAINED: None. Motion carried 7-0-0.

Motion to exit out of Executive Session motion by Jeff Patterson and seconded by Erica Bogner. All in favor.

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

Motion to Adjourn by President Jen Warner at 8:42 p.m. and reconvene at the October 6th, 2025, Regular Meeting of Council. Motion by Jeff Patterson and seconded by Samantha Cahill. All in favor.

Tisha Edwards Date
Clerk of Council

Jennifer Warner Date
President of Council

RECORD OF PROCEEDINGS

Minutes of the Joint Committee Meeting Finance & Employee Benefits

Held on August 18th, 2025



Village of West Jefferson Council Joint Committee Meeting Finance & Employee Benefits Committees

MINUTES

August 18th, 2025

CALL TO ORDER

President Jen Warner called the Joint Committee Meeting to Order at 5:15 P.M.

ROLL CALL

Committee Members:

Employee Benefits: Jimmy Little, Samantha Cahill

Finance: Samantha Cahill, Jen Warner and Linda Hall.

Employee Benefits Committee member Erica Bogner was excused from the meeting. Motioned by Linda Hall and seconded by Jimmy Little.

Quorum Declared: 5 present, 1 absent.

Other Village Employees attending: Mayor, Ray Martin; Director of Finance, Rebecca Shipley-Arnott; Assistant Finance Director & Human Resources Manager, Jackie Tiberio; Director of Development, Tom Hale; Development Office Supervisor, Kristie West; and Clerk of Council, Tisha Edwards.

APPROVAL OF AGENDA AND MINUTES:

Motion to Adopt the Agenda moved by Jimmy Little and seconded by Linda Hall. All in favor.

Motion to Approve the Minutes The minutes of the April 21st Joint Committee meeting were approved at the May 5th, 2025 Regular meeting of Council.

RECORD OF PROCEEDINGS

Minutes of the Joint Committee Meeting Finance & Employee Benefits

Held on August 18th, 2025

OLD BUSINESS: None

NEW BUSINESS:

RESOLUTION 25-039, AMENDING THE POSITION OF BUILDING AND ZONING CODE ENFORCEMENT OFFICIAL TO DEVELOPMENT OFFICE SUPERVISOR FOR THE VILLAGE OF WEST JEFFERSON.

Discussion: President Warner invited Director Tom Hale to speak in regard to the legislation. Director Hale stated that since we added staff predominately in the London Offices and also over the last two years had interns from MORPC, Kristie has stepped up on his behalf due to him being out of the office due to work volume. His concern is that she is giving direction to these staff members without the proper job title. This request also has no additional pay request to it, simply making sure she is operating within the confines of her job description. Director of Finance, Rebecca Shipley-Arnott also stated that they will make the necessary changes to the job description but will also change the title on the pay scale.

ACTION/RECOMMENDATION TO COUNCIL if needed? If so, Mover: Jimmy Little
Second: Samantha Cahill. All in favor? Yes. Any opposed? None.

Roll call: Yays: Samantha Cahill, Linda Hall, Jimmy Little and Jen Warner. Nays: None.
Abstains: None. Motion passed 4-0.

RESOLUTION 25-040, CREATING THE POSITIONS OF PUBLIC SERVICE WATER/WASTEWATER OPERATORS.

Discussion: Director John Mitchell stated that if you went and looked at our full pay scale we set up for our water and sewer staff to be able to be licensed. There was Water Operator I, Water Operator II as well as Wastewater Operator I and Wastewater Operator II. Those are already in place. However, we didn't think about those cross certifications, and we wanted to give incentive to the staff to receive their different certifications, which looks better to the EPA too. President Warner asked if these are additional licensures not what is required. Director Mitchell stated that is correct. Committee Member Samantha Cahill stated then what is required. Director Mitchell stated that in the job description it is stated that we would like for them to achieve these certifications and anymore they can obtain is a benefit to the community as a whole. He stated this currently only affects 4 employees. Committee member Linda Hall asked if this was effective immediately. Director Mitchell and Director Shipley-Arnott stated that it would be next pay in the legislation. President Warner asked if the employees would have to do continuing education to keep those certifications and

RECORD OF PROCEEDINGS

Minutes of the Joint Committee Meeting Finance & Employee Benefits

Held on August 18th, 2025

Director Mitchell stated yes. If they do not do the Continuing education they will lose those licenses and go back down to the previous level.

ACTION/RECOMMENDATION TO COUNCIL if needed? If so, Mover: Linda Hall
Seconded: Jen Warner. All in favor? Yes. Any opposed? None.

Roll Call: Yay: Jimmy Little, Samantha Cahill. Nay: None. Abstains: None. Motion passed: 2-0.

RESOLUTION 25-041, SETTING THE PAY RATE FOR THE PUBLIC SERVICE VARIOUS WATER/WASTEWATER OPERATORS.

Discussion: This is to simply set the pay rate. Chairperson Samantha Cahill asked why we needed to set 4 separate positions. Finance Director Rebecca Shipley-Arnott stated that it will still be one position but for the pay scale we need to have the separate titles set up for the job description.

ACTION/RECOMMENDATION TO COUNCIL if needed? If so, Mover: Linda Hall
Seconded: Jen Warner.

Roll Call: Yays: Linda Hall, Samantha Cahill, Jen Warner Nay: None. Abstains: None.
Passed 3-0.

The Committee voted to recommend all 3 pieces of legislation to the Council. Moved by Jimmy Little and seconded by Samantha Cahill.

Roll call: Yays: Samantha Cahill, Linda Hall, Jimmy Little, and Jen Warner. Nays: None. Abstains: None. **Motion carried 4-0.**

At this time, Director of Finance, Rebecca Shipley-Arnott explained that she is not asking for a supplemental because it is only expected to be about \$800.00 for the rest of the year. She can split that between Water and Sewer even though they are running pretty close, but she will keep an eye on it.

ADJOURN

President Jen Warner asked for a Motion to Adjourn at 5:32 p.m. Motion by Linda Hall and seconded by Samantha Cahill. All in favor.

Finance Chairperson, Samantha Cahill

Date

RECORD OF PROCEEDINGS

Minutes of the Joint Committee Meeting Finance & Employee Benefits

Held on August 18th, 2025

Employee Benefits Chairperson, Jimmy Little

Date

President, Jen Warner

Date

Clerk of Council, Tisha Edwards

Date

Monthly West Jeff Update

October 2025

Message from Mayor Ray Martin



Fall is coming! I know the current weather says summer, but all things pumpkin and apple are just around the corner. This year at the Fall Festival I will have a surprise for the kids that I have been working on for months! Clues are in the picture above! My favorite apple cider slushies will also be a part of the event. I really look forward to seeing our whole community come together! I sure hope everyone has a wonderful, safe October.

NEED TO KNOW

- Save the date! The Village Fall Festival will be on Saturday, October 25 from 5-8 pm at the Community Center
- Trick or Treat (Halloween) is on Thursday October 30 from 5:30-7:30 pm.

Calendar Items

October 1: Haunted House planning, 6-7pm @ the Community Center

October 1: Jefferson Township Board of Trustees Meeting, 6:30 pm at Township Hall, 225 Cemetery Rd

October 6: Bulk Pick-up

October 6: Village Council Meeting, 7:00 pm at the Community Center

October 8: Planning Commission Meeting, 5:30 pm at the Community Center

October 13-November 26: Fall leaf collection

October 13-October 17 & October 20-October 24: Haunted House set-up, Noon-8 pm at the Community Center

October 15: Jefferson Township Board of Trustees Meeting, 6:30 pm at Township Hall, 225 Cemetery Rd

October 16-20: Fall Dumpster Weekend

October 20: Village Council Meeting, 7:00 pm at the Community Center

October 25: Fall Festival 5-8 pm at the Community Center

October 30: Trick or Treat, 5:30-7:30 pm

October is a busy month!

For more information on any of these programs or activities please go to our website, WestJeffersonOhio.gov.



FALL 2025 DUMPTSER WEEKEND



Dealing With this?

We have a solution!



October 16-20, 2025

- Two dumpsters will be available for residents use starting Thursday evening, and picked up Monday morning.
- Please **DO NOT** dump toxic chemicals including oil based paints or construction debris.
- Please **DO NOT** dump any yard waste or landscaping materials including bricks or rocks.
- Regular Bulk Pickup will still occur on the first Monday of each month.

Locations

- 230 Cemetery Rd (Community Center parking lot)
- 799 Kirkwood (Westwood Park parking area)



FALL FESTIVAL 2025

OCTOBER 25, 2025
5-8PM
230 CEMETERY RD, WJ

HAUNTED HOUSE • INFLATABLES • AIR-BRUSH TATTOOS • BALLOON ANIMALS • FREE FOOD • SMOOTHIES • FACE PAINTERS • MUSIC

COSTUME CONTEST 7:30PM
FAMILY HAY RIDE 5-7PM
TRUNK OR TREAT 5-7PM
HAUNTED HOUSE 5-8PM

HAPPY HALLOWEEN!

FALL 2025 LEAF COLLECTION



THE VILLAGE OF West Jefferson

Leaf Collection will be from October 13 – November 26, 2025

Leaf collection crews will have a truck working on a daily basis. The speed of the collection program depends greatly on the weather. Rain and snow will slow down the collection.

Please try to get your leaves ready for collection as soon as possible.

The Village will try to update collection areas on the Village Facebook page, Village of West Jefferson Ohio on a daily basis, but weather, amount of leaves to be collected, and manpower may cause changes to the schedule.

Remember, mulching your leaves with a lawnmower returns nutrients to the soil, and is another option.

Be a Leaf Hero!

- Rake leaves to the curb or street edge, not into the street or over storm water inlets
- Piles should be no larger than 5 feet wide
- Parked cars must be at least 20 feet away from the pile, or the leaves will not be removed. If on street parking is hindering your leaf collection, call Ricco Rattliff at (614) 379-5247 for assistance.
- Please remove sticks, branches and grass clippings from leaf piles.