

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

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

RECORD OF PROCEEDINGS

Minutes of the

Regular Meeting of Council

Held on

September 2nd, 2025

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 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 Dume 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

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

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 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 Cahill 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

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

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

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.

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.

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

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, Sherri'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 Sheriff 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

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	

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of Council

Held on September 2nd, 2025

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 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.

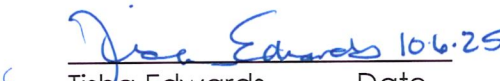
At this time, President Warner asked for a motion to enter Executive Session at 7:51 pm regarding the Ohio Sunshine Law Purchase or Sale of Property. Motioned by Linda Hall and seconded by Samantha Cahill.

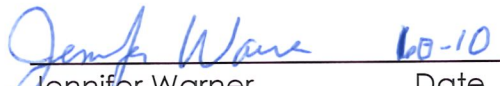
Roll call to vote

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.

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 10-6-25
Clerk of Council


Jennifer Warner Date 10-10
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: September 2nd, 2025

Name (Please Print)	Do you wish to Address Council?	Resident	Non-Resident	Subject
		☒	☒	
JAMES GRAHAM	no	☒	☐	
Belinda Ewing	NO	☒	☐	
Brenda Champ	no	☐	☒	
Tina Bectwith	no	☒	☐	
ELWANDA Finck	NO	☒	☒	
Greg Holman	no	☐	☐	
Greg Holman	no	☐	☒	
Amanda Ward	no	☐	☒	
Karl Fydaiger	no	☒	☐	
Uuku Quinn	no	☒	☐	
Scott Sims	no	☐	☒	
matt Teders	yes	☒	☒	≠ Sims / Adelsberger
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	



REGULAR MEETING OF COUNCIL AGENDA

September 2nd, 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 August 18th, 2025 Regular meeting of Council & Past Minutes from the August 18th, Council Rules Committee meeting.

Recognition of Guests

Chief of Police Brandon Smith will present the Valor Awards to Sergeant Nathan Martin, Officer Danni Hiles and Officer Jeremy Ward for their courageous actions on June 5th, 2025

Committee Reports

Development- Chairperson, Linda Hall

Employee Benefits-Chairperson, Jimmy Little

Finance- Chairperson, Samantha Cahill

Parks & Recreation- Chairperson, Jeff Patterson

Police- Chairperson, Howard Wade

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)

Executive Session

Executive Session in regard to Ohio Sunshine Law, Purchase or Sale of Property.

Communications from Clerk & Council

Motion to Adjourn

Adjourn & Reconvene at the September 15th, 2025, Regular meeting of Council at 7:00 P.M.



REGULAR MEETING OF COUNCIL

September 2nd, 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 September 2nd, 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 August 18th, 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?

·Do I have a Motion to Adopt the Minutes of the August 18th, 2025 Council Rules Committee meeting? 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**

At this time, Chief of Police Brandon Smith will present Valor Awards to the Officers involved in the traffic event on June 5th, 2025 for their courageous actions.

-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

A. 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 CITIZEN'S CENTER, INC. FOR A FIVE YEAR PERIOD.

May I have a Motion to adopt Resolution 25-037 Moved by ____ and seconded by ____.

·Deliberations Begin "Are there any questions or comments?"
·Deliberations End

·Roll Call to vote

COUNCIL MEMBER		Yea	Nay	Abstain
Bogner, Erica				
Cahill, Samantha				
Hall, Linda				
Little, Jimmy				
Patterson, Jeff				
Wade, Howard				
Warner, Jen				

Madame President there are ____ Yea, ____ Nays & ____ Abstain Motion passes/fails

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).

May I have a Motion to adopt Resolution 25-043? Moved by ____ and seconded by ____.

·Deliberations Begin "Are there any questions or comments?"

·Deliberations End

·Roll Call to vote

COUNCIL MEMBER		Yea	Nay	Abstain
Bogner, Erica				
Cahill, Samantha				
Hall, Linda				
Little, Jimmy				
Patterson, Jeff				
Wade, Howard				
Warner, Jen				

Madame President there are ___ Yea, ___ Nays & ___ Abstain Motion passes/fails

-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- Discuss the September 15th meeting (cancelling or having information later due to not being able to be on the network in Japan and a few being out of town)

Executive Session

May I have a motion to enter into Executive Session in regard to OH Sunshine Law Purchase or Sale of Property motion by _____ seconded by _____.

·Roll Call to vote

COUNCIL MEMBER		Yea	Nay	Abstain
Bogner, Erica				
Cahill, Samantha				
Hall, Linda				
Little, Jimmy				
Patterson, Jeff				
Wade, Howard				
Warner, Jen				

Madame President there are ___ Yea, ___ Nays & ___ Abstain Motion passes/fails

May I have a motion to exit out of Executive Session in regard to OH Sunshine Law Purchase or Sale of Property motion by _____ seconded by _____. All in favor.

The Regular meeting of Council is back in session.

Motion to Adjourn the meeting at _____ p.m. and reconvene at the September 15th, 2025 Regular Meeting of Council at 7:00 P.M. Moved by _____ and seconded by _____. All in Favor? Any Opposed? Meeting Adjourned.

Meeting Date: September 2nd, 2025
Publication Date: August 29th, 2025

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 September 2nd, 2025

(This color indicates attachments if there are any)

A. 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 CITIZEN'S CENTER, INC. FOR A FIVE YEAR PERIOD.

WHEREAS, the Village has provided space for the Jeffersonian Senior Citizens Center, Inc. ; and,

WHEREAS, the Village created a space to house the organization; and,

WHEREAS, an Agreement of Occupancy is deemed necessary for the provided space; and,

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

SECTION I: Council hereby authorizes the Mayor to execute an Agreement of Occupancy with the Jeffersonian Senior Citizen's Center, Inc. for five years (agreement attached) beginning August 4th, 2025.

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

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).

WHEREAS, on August 27th, 2025 a petition was filed with the Board of County Commissioners of Madison County, Ohio, for the annexation of 247.7312 +/- acres, Parcel #'s 08-00933.002, 08-00933.001, 08-00933.000 & 08-00933.003, of territory in Jefferson Township to the Village of West Jefferson, which petition was signed by 100% of the property owners of the territory sought to be annexed; and

WHEREAS, said territory is adjacent to the Village of West Jefferson, and no street or highway will be divided or segmented by the boundary line between Deercreek Township and the Village of West Jefferson, if the territory is so annexed; and

WHEREAS, Ohio Revised Code Section 709.023(C) requires that a municipal corporation, by ordinance or resolution, adopt a statement of services setting forth what services it will provide the territory upon its annexation and an approximate date by which it will provide such services, which ordinance or resolution must be adopted and filed with the county commissioners within twenty (20) days after the petition is filed; and

WHEREAS, Ohio Revised Code Section 709.023(C) requires that a municipal corporation, by ordinance or resolution, require buffers separating any new uses in the annexed territory that the Village Council determines are clearly incompatible with the uses permitted under current township or county zoning regulations in the adjacent land remaining within the township from which the territory was annexed; and

WHEREAS, the Village of West Jefferson supports the proposed annexation and will provide the services set forth in this Resolution to the territory proposed for annexation, upon its annexation to the Village.

Now Therefore, be it Resolved by the Council of the Village of West Jefferson, County of Madison, State of Ohio, With a Majority of Duly Elected Members Therefore Concurring as Follows:

SECTION I: The following services will be available and provided by the Village of West Jefferson to the territory proposed for annexation once the Village's resolution or ordinance accepting the annexation becomes final as provided by law; provided, the owners and/or their designee(s) are responsible, at their sole expense, for any and all connection(s) to the Village's water main and/or sanitary sewer main, as set forth below. Said services will be provided by the Village of West Jefferson on the terms and conditions, and shall be subject to the rates, rules, and regulations established by Village ordinances, to the same extent as such are provided to other territory and properties located within the Village of West Jefferson:

- a. Sanitary Sewer Service and Potable Water Service:** to the annexed territory, provided the Village is not obligated to and shall not construct or cause to be constructed any extensions and/or connections to the existing public sanitary sewer main and/or public water lines, or any hydrants within the annexed territory. All such extensions/connections, etc. shall be installed pursuant to plans and specifications approved by the Village Engineer in accordance with the Village's usual and customary requirements.
- b. Police Services**
- c. Road/Street Maintenance; Ice and Snow Removal:** for publicly dedicated streets and roadways within the village.
- d. Storm Water Utility Maintenance**
- e. Zoning**

- f. **All other public services and utilities, to the same extent and under the same conditions as such services and/or utilities are provided to all other citizens and properties within the Village**

SECTION II: If the territory is annexed and becomes subject to the Village of West Jefferson zoning, and the Village's zoning permits uses in the annexed territory that the Village determines are clearly incompatible with the uses permitted under Madison County and/or Jefferson Township zoning regulations, in effect at the time of the filing of the petition, in the adjacent land remaining within Jefferson Township, the Village Council will require, in the zoning ordinance permitting the incompatible uses, that the owner(s) of the annexed territory provide a buffer separating the use of the annexed territory and the adjacent land remaining within Jefferson Township. "Buffer" may include open space, landscaping, fences, walls, and other structured elements, streets, and street rights-of-way; and bicycle and pedestrian paths and sidewalks.

SECTION III: The Clerk of the Village Council of West Jefferson is hereby directed to immediately forward and file a certified copy of this Resolution to the Board of County Commissioners of Madison County, Ohio (and in no manner later than September 16th, 2025).

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

Notes: _____

****Attachments may not be finalized until after Committee meetings held prior to the Council meeting.**

AGREEMENT OF OCCUPANCY

This Agreement is made between the **Village of West Jefferson**, (hereafter known referred to as "Village") and the **Jeffersonian Senior Citizens Center, Inc.** (hereafter referred to as "Senior Center") on the _____ day of _____, 2025.

By virtue of this Agreement, the Village agrees to permit the Senior Center to occupy the premises situated in the Village of West Jefferson, County of Madison, State of Ohio, described as 174 East Main Street, West Jefferson, Ohio 43162, upon the terms and conditions set forth herein.

1. **Terms of Agreement and Consideration.** This Agreement shall be for a period of five (5) years, commencing August 1, 2025 and terminating on July 31, 2030. The consideration for this Agreement shall be FIVE and 00/100 DOLLARS (\$5.00) payable in advance. However, in the event that the Council of the Village of West Jefferson determines that the premises described in this Agreement is needed for Municipal purposes, the Village reserves the right to terminate this Agreement upon giving thirty (30) days written notice to the Senior Center; and the said Senior Center shall vacate the premises within said thirty (30) day period and deliver the premises to the Village in the same condition that it currently exists, normal wear and tear accepted.
2. **Possession.** If the Village is unable to deliver possession of the premises at the commencement of this Agreement, the Village shall not be liable for any damage caused thereby, nor shall this Agreement be void or voidable. However, the Senior Center shall not be liable for any consideration until possession is delivered. Furthermore, the Senior Center may terminate this Agreement if possession is not delivered within thirty (30) days of the commencement date set forth in Item 1.
3. **Use and Maintenance.** The Senior Center shall use the premises to operate a senior center with a variety of social and cultural activities, for the benefit of senior aged citizens of Jefferson Township and the Village of West Jefferson, and the surrounding community; and the premises shall be used for no other purpose. The Village represents that the premises may be lawfully used for such purpose. The Senior Center acknowledges that the premises are in good order and repair. The Village shall, at the Village's own expense, maintain the premises in good and safe condition, including plate glass, electrical wiring, plumbing, and heating systems and any other fixtures or equipment upon the premises. At the termination of this Agreement, the Senior center shall surrender the same in good and working condition excepting ordinary wear and tear. The Village shall be responsible for all repairs required, including the roof, exterior walls and structural foundations that shall be maintained by the Village. The Village shall also maintain in good condition such portions adjacent to the premises, such as sidewalks, driveways, parking areas, lawns and landscaping. The Senior Center shall not make any alterations or improvement to the premises without first obtaining the written consent of the Village. In making use of the premise, the Senior Center shall comply with all federal, state or municipal statutes, ordinances and regulations now in force or which may come into force and effect during the term of the Agreement.
4. **Utilities.** All applications and connections for any separately metered utility services on the premises shall be made in the name of the Village only, and the Village shall be solely liable for utility charges as they become due, including those for sewer, water, gas, electricity, and local

telephone services. Any long-distance calls or other charges shall be the responsibility of the Senior Center. Common utilities with other tenant shall be pro-rated based upon square footage.

5. **Indemnification.** The Village shall not be liable for any damage or injury to the Senior Center, or any other person, including without limitation employees or business invitees, or to any property, occurring on the premises. The Senior Center agrees to indemnify and hold harmless from any and all claims for damages or injury.
6. **Assignment and Subletting.** The Senior Center shall not assign, lease, or sublet any portion of the premise without the prior written consent of the Village. The Senior Center shall not rent out the premises for use by any private parties, other charitable organizations, or business entities for any purpose. The premises shall be for the sole and exclusive use by the Senior Center for the purposes enumerated in Item 3.
7. **Entry and Inspection.** The Village or Village's agents may enter upon the premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same.
8. **Destruction of Premises.** In the event of a partial destruction of the premises, during the term of this Agreement, the Village shall be responsible for immediately repairing the same, provided that such repairs can be made within sixty (60) days. In no event shall such partial destruction terminate this Agreement, except the Senior Center shall be entitled to a proportionate abatement of the consideration while such repairs are being made, based upon the extent to which the making of such repairs interfere with the business of the Senior Center on the premises. If such repairs cannot be made within sixty (60) days, the Village, at its ~~option~~ *discretion*, may make the same within a reasonable time, this Agreement continuing in effect with the consideration proportionately abated as aforesaid, and in the event the Village shall not elect to make such repairs, which cannot be made within sixty (60) days, this Agreement shall be terminated at the option of either party. In the event that the building in which the premises may be situated is destroyed to an extent of not less than one-third (1/3) of the replacement costs thereof, the Village may elect to terminate this Agreement whether the premises be injured or not. A total destruction of the building in which the premises may be situated shall terminate this Agreement.
9. **Default Remedies of Village.** Should the Senior Center violate any terms of this Agreement, said Village reserves the right to terminate this Agreement. However, the said Village shall give the Senior Center written notice of the default and shall permit said Senior Center to correct said default within thirty (30) days of said Notice. In that event, this Agreement shall continue to be enforced. Should the Senior Center fail to correct said default, then said Agreement shall be terminated at the Village's discretion. The Senior Center shall then surrender said premises to the Village.
10. **Notices.** Any notice that either party may or is required to give, shall be given by mailing the same, postage prepaid, to the Senior Center at the premises, or to the Village at: 28 East Main Street, Village Hall, addressed to the Clerk Treasurer of said Village. The parties may designate other places for delivery of such notices by providing written notice of such change to the other party, as indicate herein.

- 11. Assigns and Successors.** This Agreement is binding upon and inures to the benefit of the assigns and successors in interest of the parties.
- 12. Subordination.** This Agreement is and shall be subordinate to all existing and future liens and encumbrances against the property.
- 13. Reserved Use.** The Village of West Jefferson further reserves the right to use the premises for Village purposes in the event hat said Senior Center are not using the premises at that time.
- 14. Entire Agreement.** This Agreement constitutes the entire agreement between the parties and may be modified only by a writing signed by both parties. The following Exhibits, is any, have been made a part of this Agreement before the parties' execution hereof: None.

Signed on this date: _____, 2025

Jeffersonian Senior Citizen's Center, Inc.

By: _____
Title: _____

Village of West Jefferson, Ohio

The execution of this Agreement was approved by the Council of the Village of West Jefferson, Ohio by Resolution No. _____, passed on the _____ day of _____, 2020.

Village of West Jefferson, Ohio

By: _____
Mayor

Attest:

Clerk of Council

JEFFERSONIAN SENIOR CITIZEN CENTER, INC.

174 E. MAIN ST., WEST JEFFERSON, OH. 43162

OFFICERS

VICKIE JOHNSON
PRESIDENT

LUCY WELDON
VICE PRESIDENT

PATTY YOUNG
TREASURER

BELINDA EWING
SECRETARY

BOARD MEMBERS

BRENDA CHAMP, ELWANDA FINLAW, TINA BECKWITH,
DONNIE HARFORD & FAITH SIMMONS

MEMBERS

1. MARIE AMBURGEY
2. DIANA BARTOE
3. MICHAEL L. BASSELL
4. BRENDA BRUSH
6. JEFF EWING
7. CAROL FERGUSON
8. LON FERGUSON
9. LINDA LOLESS
10. LOTTIE HESTON
11. DONNA HUPP
12. SUE GULLEY
13. ROSANNA KITCHEN
14. LINDA MABEY
15. COREY MABEY
16. DENISE MEADOWS
17. LORAIN MERCHANT
18. BETTY MESSER
19. JUDY MILLER
20. BARBARA MULLINS
21. MARSHA MCCLURE
22. DONNA J. SHERIDAN
23. WANDA S. SKAGGS
24. KENT STRYKER
25. RACHAEL JOHNSON
26. PETER JOHNSON
27. VICKI WILLIAMS

LIFE TIME MEMBERS

BOI & ALLAN GRAFFIUS
CAFELA VIE BAKERY

CHERYL & CHRIS NEER
REPURPOSEFULLY YOURS

PAT & STACY MULHOLLAND
PAT'S PIZZA & PUB

Tish

Report to Council

July Financials were emailed to you today. Thank you Tish.

All Council Members and the Mayor should have received a final copy of the 2023-2024 Audit from the Auditor of State's Office.

Since the last meeting:

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

8/29/2025 Michael Foods	Development Fees/Sewer Tap	\$ 90,000.00
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Total Receipts since last reporting	118 Receipts for \$619,679.52	thru 8/29/2025
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Payment Items (over \$10,000 other than reoccurring expenses - non Payroll)

8/22/2025 Darby Pike Farm	Sludge Hauling	\$ 24,732.50
8/22/2025 GovHost Intermediate Holdings	IT Renewal	\$ 11,424.46
8/22/2025 MNJ Technologies	IT Renewals/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 9/02/2025
	108 Invoices Paid	