

JACKSON CITY COUNCIL  
Regular Session  
September 14, 2015  
7:00 p.m.

Call to Order..... President Speakman  
Pledge of Allegiance..... Mr. Queen  
Opening Prayer..... Mr. Brown

ROLL CALL

APPROVAL OF MINUTES

August 24, 2015 Regular Session  
September 8, 2015 Special Sessions

VISITORS

COMMITTEE REPORTS

- Utility – Brown, Elliott, and Foster
- Budget & Finance – Elliott, Hensler, and Brown
- Police, Fire, & Traffic – Kitchen, Queen, and Jones
- Service – (Street & Alley, Recreation, Buildings & Grounds) Foster, Queen, and Hensler
- City Auditor
- Law Director
- Mayor
- Service/Safety Director

ORDINANCES AND RESOLUTIONS

CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS

ADJOURN

# JACKSON CITY COUNCIL

*Minutes from*  
August 24, 2015  
7:00 p.m.  
Regular Session

Jackson City Council met in regular session on Monday, August 24, 2015 at 7:00 p.m. at Jackson City Council Chambers. President Ron Speakman called the meeting to order. The Pledge of Allegiance was led by Mr. Hensler. The Prayer was given by Mr. Brown.

Roll call was taken as follows:

- Mr. Brown-present
- Mr. Kitchen-present
- Mrs. Jones-present
- Mr. Hensler-present
- Mr. Queen-present
- Mr. Elliott-present
- Mr. Foster-present

Mr. Elliott made a motion to approve the minutes from August 10, 2015 meeting, seconded by Mr. Kitchen. In a voice vote, all members agreed.

## **VISITORS**

## **COMMITTEE REPORTS**

### **UTILITY**

Mr. Brown would like to move forward with the Engineer's proposal for the electric project in a timely fashion.

Mr. Sheward stated Bobbi Montgomery wants water along with the electric for the duplex. Mr. Brown made a motion to approve the water hookup. In a voice vote, all members agreed.

**BUDGET & FINANCE-** No report.

**POLICE, FIRE, & TRAFFIC-** No report.

**SERVICE –(STREET & ALLEY, RECREATION, BUILDINGS & GROUNDS-** No report.

**CITY AUDITOR-**No report.

### **LAW DIRECTOR-**

Mr. Queen asked about the property on Freeman St. Mr. Kirby stated the city can tear it down and then put it on the taxes if the property owner does not move forward soon. Mr. Kirby will follow up with them again.

### **MAYOR**

Mayor Heath stated there are some ordinances tonight that have to do with the electric project. They need to be passed so they can move forward with the project. This should help balance out the load.

The pool is closed now. They had a senior swim day and a dog swim day. They were both very successful. August was a busy month this year for the pool.

# JACKSON CITY COUNCIL

*Minutes from*  
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Regular Session

Mayor Heath stated he lost a good friend, Carl Dobbins. He served on council for 18 years. He was still doing a lot for the city. He served as Chairman of the Civil Service Commission for the last 8 years. Mr. Dobbins helped the city get numerous grants through the Elks. He will be greatly missed.

A special meeting will be called for September 8<sup>th</sup> for the financing of the fire truck. There will probably need to be 3 meetings that night to get it passed in time. He will discuss further in new business.

Mr. Queen asked what is going on across from Eddie Jones Park where the Farmer's Market is being held. Mayor Heath stated it has been transformed into a place for campers to set up when they come to town, especially for the Apple Festival. There are water hookups there and they are metered. Mr. Queen asked what the Farmer's Market will do. Mayor Heath stated they might have to move it across the street the week of the Apple Festival. Mr. Queen asked if those vendors can use the water hookups also, and Mr. Sheward said they should be able to, if they pay, but it has not been discussed.

## **SERVICE DIRECTOR**

Mr. Sheward stated they started digging south today on the Veteran's Drive project. It should be a lot easier because they don't have to dig as deep. He told them it has to be done by the week of the Apple Festival. He encouraged everyone to be patient, because it is a valuable project for the city. Mr. Brown asked if they have been working Saturday or Sunday. Mr. Sheward stated no they aren't. Mr. Brown stated he feels they should be working nights and weekends to get this project done. It is a safety hazard for citizens.

Mr. Sheward stated Markham Drive should be opening soon. The gravel will have to be left there for a little while.

The bridge project seems to be coming along as planned.

Mr. Brown stated there are potholes on Portsmouth St. that needs to be fixed. Mr. Sheward stated those have been fixed.

## **ORDINANCES AND RESOLUTIONS**

### **ORDINANCE NO. 48-15**

#### **AN ORDINANCE TO REVISE THE CODIFIED ORDINANCES BY ADOPTING CURRENT REPLACEMENT PAGES THERETO AND DECLARING AN EMERGENCY.**

##### First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Hensler. In a voice vote, all members agreed.

Mr. Kirby stated the city's codified ordinances contain the city's version of the state criminal codes. All of them change periodically. The company tracks them to make sure the city's code mirrors the state codes. That is what is included in the sections listed. Mr. Brown stated these are common violations and he feels the public should be notified of the changes. He wanted to know how long it would be before they would be available to the public. Mr. Kirby was not sure of a time frame. Mr. Sheward stated it says it will go into effect upon passage and approval of the Mayor. Mr. Brown stated the public needs to be notified. Mr. Kirby will get additional information.

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**ORDINANCE NO. 49-15**

**AN ORDINANCE TO REVISE THE CODIFIED ORDINANCES BY ADOPTING CURRENT REPLACEMENT PAGES THERETO AND DECLARING AN EMERGENCY.**

First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Elliott. In a voice vote, all members agreed.

There was no further discussion.

**ORDINANCE NO. 50-15**

**AN ORDINANCE APPROVING ADDITIONAL APPROPRIATIONS TO THE SEWER FUND AND DECLARING AN EMERGENCY.**

First Reading

Mr. Kitchen made a motion to adopt the ordinance, seconded by Mr. Brown. In a voice vote, all members agreed.

Mr. Reed stated this is to put money in the accounts to pay the Engineers on the different projects until they can get the money from the grants. The money will be paid back once it is received. Ordinance No.51-15 is a companion ordinance.

Mr. Brown made a motion to suspend the rules, seconded by Mr. Kitchen. In a roll call vote, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

**Ordinance No. 50-15 duly adopted**

**ORDINANCE NO. 51-15**

**JACKSON CITY COUNCIL**

*Minutes from*  
August 24, 2015  
7:00 p.m.  
Regular Session

**AN ORDINANCE ADVANCING FUNDS FROM THE SEWER FUND: ADVANCE OUT TO PAY EXPENSES FOR VARIOUS CAPITAL PROJECTS WHILE WAITING FOR REIMBURSEMENT AND DECLARING AN EMERGENCY.**

First Reading

Mr. Elliott made a motion to adopt the ordinance, seconded by Mr. Hensler. In a voice vote, all members agreed.

Mr. Elliott made a motion to suspend the rules, seconded by Mr. Hensler. In a roll call vote, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call vote to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

**Ordinance No. 51-15 duly adopted**

**ORDINANCE NO. 52-15**

**AN ORDINANCE APPROVING ADDITIONAL APPROPRIATIONS TO THE FIRE TAX LEVY 1995 FUND AND DECLARING AN EMERGENCY.**

**First Reading**

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Kitchen. In a voice vote, all members agreed.

Mr. Sheward stated he passed out the proposal from Sutphen for the pumper truck. They have looked at several trucks very closely. They found one that meets all of the requirements. The purchase price is \$376,371.04. They will be able to trade in the old aerial truck on the pumper truck and get \$85,000.00 for it on trade. This was more than any bid they received. If they pre-pay, they can save another \$7,000.00. He would like to have this passed tonight.

Mr. Brown made a motion to suspend the rules, seconded by Mr. Kitchen. In a roll call vote, council voted as follows:

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Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call vote to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

**Ordinance No. 52-15 duly adopted**

**ORDINANCE NO. 53-15**

**AN ORDINANCE APPROVING ADDITIONAL APPROPRIATIONS TO THE ELECTRIC REPLACEMENT & IMPROVEMENT FUND AND DECLARING AN EMERGENCY.**

First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Kitchen. In a voice vote, all members agreed.

Mr. Sheward stated this is just moving un-appropriated money to a fund so it can be used. This to pay the Engineer for the electric project.

Mr. Hensler asked if something changed to make the electric outages happen. Mr. Sheward stated the Engineer had found that the circuits are not balanced. The goal of this project is to get the circuits in balance. They have had an increase in usage with Osco, Bellisio expansions, etc.

Mr. Brown stated that balancing the load should make the cost of the electric less.

Mr. Brown made a motion to suspend the rules, seconded by Mr. Kitchen. In a roll call vote, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call voted to adopt the ordinance, council voted as follows:

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Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-no

**Ordinance No. 53-15 duly adopted**

**ORDINANCE NO. 54-15**

**AN ORDINANCE APPROVING ADDITIONAL APPROPRIATIONS TO THE ELECTRIC CONSTRUCTION FUND AND DECLARING AN EMERGENCY.**

First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mrs. Jones. In a voice vote, all members agreed.

Mr. Sheward stated this is the money for the engineering to go along with the electric project. Mr. Brown asked if this is for the work that has already been done and Mr. Sheward stated there is already a Purchase Order in place for that. This is for this specific project. The Engineer will prepare the bid specs and develop the project and then it will come back to council after bids are received.

Mr. Queen asked if they would have to increase again in the future. Mr. Sheward said that could be a possibility if we were to get some major industry that would increase the usage.

Mr. Kitchen made a motion to suspend the rules, seconded by Mr. Jones. In a roll call vote, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call vote to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-no

**Ordinance No. 54-15 duly adopted**

**JACKSON CITY COUNCIL**

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**ORDINANCE NO. 55-15**

**AN ORDINANCE APPROVING ADDITIONAL APPROPRIATIONS TO THE SEWER IMPROVEMENT PROJECT FUND AND DECLARING AN EMERGENCY.**

First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Elliott. In a voice vote, all members agreed.

Mr. Reed stated this is the final numbers for the sewer project.

Mrs. Jones made a motion to suspend the rules, seconded by Mr. Brown. In a roll call vote, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call vote to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

**Ordinance No. 55-15 duly adopted**

**ORDINANCE NO. 56-15**

**AN ORDINANCE OF THE LEGISLATIVE AUTHORITY OF THE CITY OF JACKSON, OHIO DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO PURCHASE A S-1 CUSTOM PUMPER FIRETRUCK FROM SUTPHEN CORPORATION FOR AN AMOUNT NOT TO EXCEED \$376,371.04 AND DECLARING AN EMERGENCY.**

First Reading

Mr. Brown made a motion to adopt the ordinance, seconded by Mr. Kitchen. In a voice vote, all members agreed.

Mr. Sheward stated this is the actual ordinance to purchase the pumper truck.

Mr. Kitchen made a motion to suspend the rules, seconded by Mrs. Jones. In a roll call vote, council voted as follows:



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Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

In a roll call vote to adopt the ordinance, council voted as follows:

Mr. Brown-yes  
Mr. Kitchen-yes  
Mrs. Jones-yes  
Mr. Hensler-yes  
Mr. Queen-yes  
Mr. Elliott-yes  
Mr. Foster-yes

**Ordinance No. 56-15 duly adopted**

**CORRESPONDENCE-None**

**OLD BUSINESS**

Mr. Reed said Ordinance No. 18-08 regarding the pay for the Council Clerk, states for the calendar year 2008, the clerk shall be paid her monthly wage, plus \$12.00 per hour for anything outside of her normal duties. It doesn't say for that time forward. Council discussed how to handle this in order to get the clerk paid for the work that has been done so far. Mr. Brown said it would be cleaner if a new ordinance would be approved for this. Mr. Brown made a motion to go ahead and pay the clerk for the work already done per the 2008 ordinance and then bring a new ordinance to council at the next meeting. This was seconded by Mr. Hensler. In a voice vote, all members agreed.

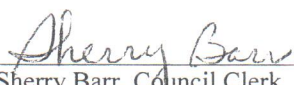
Mr. Sheward praised Mr. Kitchen for being present at most of the meetings regarding the firetrucks.

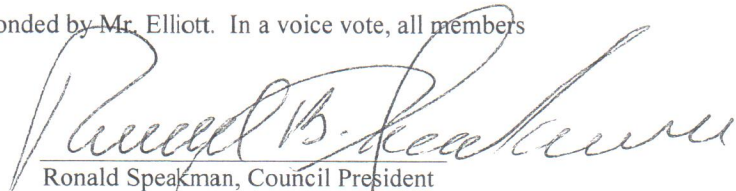
**NEW BUSINESS**

Mayor Heath stated there will be a Special meeting called for the financing of the firetruck sometime before the next meeting.

Mr. Kitchen would like to see some prices for windows for the Memorial Building. Mr. Kitchen made a motion for Mr. Sheward to request bids for windows, seconded by Mr. Brown. In a voice vote, all members agreed.

Mr. Brown made a motion to adjourn at 8:00 p.m., seconded by Mr. Elliott. In a voice vote, all members agreed.

  
\_\_\_\_\_  
Sherry Barr, Council Clerk

  
\_\_\_\_\_  
Ronald Speakman, Council President

Date 9-14-15

Date 9/14/15

# ***Mayor Randy Heath***

August 21, 2015

Dear Council member,

As you know, we began in early summer reviewing the loads on our various feeders at our two sub-stations. Each sub-station has four feeders and the amount of electric going through those feeders should be about equal.

Unfortunately, over time, those loads have become unbalanced and contributed to some of the recent outages we have had.

For example, if one of the feeders is running at or near capacity, and we have a spike in usage, it can cause it to temporarily shut down, which severely compromises our industries and businesses.

One of the feeders that has a near maximum load, for example, is the one that serves our major industries, and thus when it gains any extra load, it not only shuts down our major industries but all of the other customers on that particular line.

This issue has been extremely challenging for all of those who have businesses and industries that are served by that feeder. Thus, so all of our business community can operate at maximum potential, we need to address this issue immediately.

Although not budgeted for at the beginning of the year as we did not know this particular issue existed, we do have sufficient funds in our unbudgeted electric funds set aside for emergencies.

This will work in companion with the overall upgrades we are doing throughout the community and in unison will make our system that much stronger and more reliable, allowing for future expansion on hopefully all of our feeders at our sub-stations.

This measure should be considered an emergency because of the adverse effect it has had on business community and residents as well, and if you have any questions, please feel free to contact me on my cell phone at 418-5181 at anytime over the weekend.

Sincerely yours,

Randy Heath, Mayor



August 14, 2015

[Sent Via Email: [wsheward@jacksonohio.us](mailto:wsheward@jacksonohio.us)]

Mr. Bill Sheward  
Director of Public Service/Safety  
City of Jackson  
145 Broadway Street  
Jackson, OH 45640

***Subject: Progress Report***

Dear Mr. Sheward:

As you are aware, Power System Engineering, Inc. (PSE) has recently been providing engineering services to the City of Jackson related to the City's electrical distribution system. Specifically, PSE has completed the following tasks over the last 6 weeks.

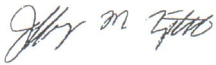
1. PSE has created an electrically and geographically correct system map and electrical model of the entire City electric distribution system. This map and electrical model forms the foundation for engineering analysis and allows load flow and short circuit calculations to be completed for any variety of scenarios wishing to be explored. This model has been validated by comparing calculated values from the model to actual voltage and current information collected across the system and a high level of confidence in the model's performance has been achieved.
2. PSE has used the created electrical model of the City's electrical distribution facilities to perform a load flow study of the system to determine expected currents and voltages at all points across the system during peak load conditions as well as various switching scenarios that the City uses during contingency/backfeeding situations, which forms the basis for typical electric utility planning. A list of deficiencies based on typical utility planning criteria (voltage levels, equipment loading/capacity levels, power factor, etc.) has been generated based on this analysis.
3. PSE has identified immediate actions to improve the efficiency and reliability of the City's electrical distribution system and assisted the City with implementing those actions.
4. PSE has analyzed various short-term options (those that can be completed in the next 6 months or so) to correct identified deficiencies during normal peak load conditions and contingency/backfeeding situations and prepared a plan to correct those deficiencies as well as improve reliability to the City's consumers. This plan has been reviewed with Larry Fisher and Shalan Rhea and it is our understanding that the City will be moving forward with the plan.

Moving forward, PSE plans to complete the following items.

1. Provide to the City a proposal to implement the short-term plan identified to significantly improve loading of electrical equipment, reliability and contingency capability.
2. Participate in meetings with several additional key electrical accounts to better understand the short and long-term needs of each.
3. Provide to the City ongoing support in exploring long-term options to maintain superior levels of reliability and performance from the City's electrical distribution system.

You may contact me by phone or email if you have any questions or items you wish to discuss. I can be reached at (740) 568-9220 or by email at [triplettj@powersystem.org](mailto:triplettj@powersystem.org). We look forward to continuing to support the City in their commitment to the electrical needs of their consumers.

Sincerely,



Jeffrey M. Triplet, P.E.  
Utility System Consultant

Cc: Larry Fisher, City of Jackson  
Shalan Rhea, City of Jackson



FAMILY OWNED  
SINCE 1890

## PROPOSAL

To The: City of Jackson, Ohio  
145 Broadway Street  
Jackson, OH 45640

Date: August 12, 2015

### FOR YOUR REVIEW:

We hereby propose and agree to furnish the following fire fighting apparatus and equipment upon your acceptance of this proposal:

One (1) Sutphen S-1 Ohio State Bid Custom Pumper completed and delivered for the total sum of.....\$376,371.04  
Ohio STS #7761800318

### TRADE IN OPTIONS:

Trade In option for City of Jackson Used Current HP75 Rear Mount Aerial.

This trade in amount is based on City of Jackson Releasing the truck within 30 Days of Purchase Order or contract on new apparatus. -\$85,000.00

Trade in Value if unit is received at time of delivery of new apparatus. -\$50,000.00

Which will be manufactured completely in accordance to the following proposal and delivered approximately 8-10 Months, after approval of contract, subject to delays from all causes beyond our control. Unless accepted within 30 days from this date, the right is reserved to withdraw this proposal.

Respectfully submitted by:

Harry B. Sutphen  
Sales Representative

City of Jackson

Ohio State Bid Custom Pumper

8/12/2015

Selling Price

\$376,371.04

Actual Delivery Time Quoted (months)

9

Annual Percentage Rate for Additional D/P

2.75%

	<b>Total Discounts*</b>	<b>Payment Due</b>	<b>Final Selling Price</b>
Figures for 25% down payment	\$ 1,725.03	\$ 94,092.76	\$ 374,646.01
Figures for 50% down payment	\$ 3,450.07	\$ 188,185.52	\$ 372,920.97
Figures for 75% down payment	\$ 5,175.10	\$ 282,278.28	\$ 371,195.94
Figures for 100% down payment	\$ 6,900.14	\$ 376,371.04	\$ 369,470.90