

VILLAGE OF HAMERSVILLE

Village Council Meeting

March 23, 2026

The Council of the Village of Hamersville met in regular session at the Village Municipal Building on March 23, 2026 with Beverly Coomer, Tammy Keller, Cheryl Pierce, and Charles Elliott - council members present. Jerry Siebert and Lyndsey Marshall was absent.

Also, present was: Officer Travis Stone, Louie Luttrell, Tim Saylor - Village Administrator, and David Grimes - Village Solicitor. Public: Gary Bonner and Lisa Farrell and Jerry Pack with Pack Power Services, Inc.

Mayor Jones called the meeting to order at 7:07 p.m. and led everyone in the Pledge of Allegiance.

Justin introduces Jerry Pack with Pack Power Service, Inc.

Mr. Pack hands out folders to all council members, mayor, administrator and fiscal officer. He explains how the Villages electric lines are old and deteriorating and needs to be fixed. Everything has a lifespan and our electric lines has gone too long without being replaced. There are two phases that needs replaced. One phase would cost \$70,000 and the other phase would cost \$17,000 but if he does the work, he will do both phases for \$70,000. He goes into detail concerning the electric lines and how bad they are and what all needs to be replaced.

We need to get bids.

Motion by: Ms. Coomer, seconded by: Ms. Keller to go into executive session to discuss electric job and the proposal from Pack Power.

Vote: Ms. Pierce, Yes; Mr. Elliott, Yes; Ms. Coomer, Yes; Ms. Keller, Yes

Time Out: 7:57p.m.

Motion by: Ms. Coomer, seconded by: Ms. Pierce to return to regular session.

Vote: Ms. Keller, Yes; Mr. Elliott, Yes; Ms. Coomer, Yes; Ms. Pierce, Yes

Time Returned: 8:09 p.m.

Council talked with Mr. Pack asked what his bottom dollar would be. He agreed upon \$69,288 that includes second phase as well. He will get Village a new proposal.

Motion by: Ms. Pierce, seconded by: Ms. Keller to accept bid / contract from Pack Power Inc. for \$69,288 to do replace phase one and two of the electric lines.

Vote: Mr. Elliott, Yes; Ms. Coomer, Yes; Ms. Pierce, Yes; Ms. Keller, Yes

Motion by: Ms. Pierce, seconded by: Ms. Keller to go into executive session to discuss Louie Luttrell's salary increase. As permissible by ORC 121.22 (G) (1)

Time Out: 8:17 p.m.

Vote: Ms. Coomer, Yes; Mr. Elliott, Yes; Ms. Pierce, Yes; Ms. Keller, Yes

Motion by: Ms. Coomer, seconded by: Ms. Keller to return to regular session.

Vote: Ms. Coomer, Yes; Mr. Elliott, Yes; Ms. Pierce, Yes; Ms. Keller, Yes

Time Returned: 8:40 p.m.

Motion by: Ms. Keller, seconded by: Ms. Pierce to go into executive session to discuss Charlene Luttrell's salary increase. As permissible by ORC 121.22 (G) (1)

Vote: Mr. Elliott, Yes; Ms. Coomer, Yes; Ms. Pierce, Yes; Ms. Keller, Yes

Time Out: 8:41 p.m.

Motion by: Ms. Coomer, seconded by: Ms. Pierce return to regular session.

Vote: Mr. Elliott, Yes; Ms. Coomer, Yes; Ms. Pierce, Yes; Ms. Keller, Yes

Time Returned: 8:49 p.m.

Motion by: Ms. Keller, seconded by: Ms. Coomer to approve pay raise of \$1.50 an hour for Louie Luttrell.

Vote: Ms. Pierce, Yes; Mr. Elliott, Yes; Ms. Keller, Yes; Ms. Coomer, Yes

Motion by: Ms. Keller, seconded by: Mr. Elliott to approve pay raise of \$1.25 an hour for Charlene Luttrell with twenty-four (24) hours cap per month for working.

Vote: Ms. Pierce, Yes; Ms. Coomer, Yes; Ms. Keller, Yes; Mr. Elliott, Yes

Justin – they have been checking into livestreaming the meetings but Facebook does not keep the meetings so they are checking into starting a YouTube channel and saving it on the hard drive.

Chuck – they have government channels.

Motion by: Ms. Coomer, seconded by: Ms. Keller to approve the February 2nd, 2026 council meeting minutes.

Vote: Ms. Pierce, Yes; Ms. Coomer, Yes; Ms. Keller, Yes; Mr. Elliott abstains, was absent for that meeting

Motion by: Ms. Coomer, seconded by: Mr. Elliott to approve paying the bills.

Vote: Ms. Pierce, Yes; Ms. Keller, Yes; Ms. Coomer, Yes; Mr. Elliott, Yes

Justin handed out email from Sheila. Which talks about additional training for the fiscal officer will be needed. Example: payroll quarterly payroll taxes, EIA report, tax budget, etc.

Melissa mentioned during the training process that has already taken place there were issues we ran a crossed that had to be fixed before moving on which cut into the training process. As well as an over abundance of record requests that took time to fulfill. Although that was also good for training but it took away from learning every day things I needed to know on the UAN system.

Motion by: Mr. Elliott, seconded by: Ms. Keller to approve Sheila Dufau to come four (4) hours a week till April 30th at \$60 an hour, total of Twenty (20) hours, for additional training for the fiscal officer.

Vote: Ms. Coomer, Yes; Ms. Pierce, Yes; Mr. Elliott, Yes; Ms. Keller, Yes

Melissa brought up that Tim's pay needs to be voted on how to split it up between the department's percent wise. She informed them that she had kept it the same for the payroll that was just done and will keep it the same until otherwise.

Beverly mentioned they would need to have a finance committee meeting to discuss how to split Tim's pay. But could not schedule it until after April 9th.

Administrator's Report – Tim Saylor

- Update: Vaca trailer is here as you probably noticed.
- Village's insurance policy. Have gone over it and made sure everything was correct and made some adjustments. Insurance for the Village will be \$22,665 which is all buildings, vehicles, equipment, etc. everything Village owns.
- Got calls out for estimate on blacktop.
- Calls for concrete work for sewer drains.

Department Reports – from Tim

- Would like for Council to go out to lift station to see what is going on out there and so he can explain and show everyone. Concerning the flow meter as well as other things. He

mentioned each Council Member can go at different times if need to, he would met them out there and explain.

- Told Louie to get list on prices on stock for the electric department.

Committee Meetings – Tim's update

- Concerning Policies:
 - Agenda Structure Policy – Same policy for council and committees to use. (See Exhibit A)

Motion by: Ms. Pierce, seconded by: Mr. Elliott to adopt Agenda Structure Policy to be used for Council meetings.

Vote: Ms. Keller, Yes; Ms. Coomer, Yes; Ms. Pierce, Yes; Mr. Elliott, Yes

- Vehicle Mileage, Fueling, and Marking Policy (See Exhibit B) To be turned in quarterly.

Motion by: Mr. Elliott, seconded by: Ms. Coomer to adopt the Vehicle Mileage, Fueling, and Marking Policy

Vote: Ms. Pierce, Yes; Ms. Keller, Yes; Mr. Elliott, Yes; Ms. Coomer, Yes

- Policy Acknowledgment & Signature Policy (Connecteam – Based) (See Exhibit C)

Motion by: Ms. Coomer, seconded by: Mr. Elliott to adopt the Policy Acknowledgment & Signature Policy – Connecteam based.

Vote: Ms. Pierce, Yes; Ms. Keller, Yes; Ms. Coomer, Yes; Mr. Elliott, Yes

- Timekeeping and Payroll Policy (See Exhibit D)
- Tim will be posting an employee schedule but it will have asterix to indicate a flexible schedule. All employees will also have a flexible schedule.

Motion by: Mr. Elliott, seconded by: Ms. Pierce to adopt the Timekeeping and Payroll Policy

Vote: Ms. Keller, No; Ms. Coomer, No; Mr. Elliott, Yes; Ms. Pierce, Yes; Justin Jones, Mayor voted for tie breaker, Yes

- Sewer Protection Policy – this will be the 3rd reading. The cost to residents will be \$18 a month put on their utility bill. This was discussed during the committee meeting.

There was discussion concerning the cost from Beverly. Cheryl and Tammy also talked about the concern about cost to customers considering the sewer rate for the overage will be going up as well.

Tim said that this cost for the sewer protection policy was talked about in the committee meeting as well as has been voted on two other times in council meeting. This is something that has been agreed upon.

Discussion continued.

Ordinance 2026-02

Motion by: Mr. Elliott

Seconded by: Ms. Coomer

AN ORDINANCE ESTABLISHING A MANDATORY SEWER PROTECTION PLAN AND MONTHLY FEE FOR ALL SEWER CUSTOMERS

Vote: Ms. Pierce, Yes; Ms. Keller, Yes; Mr. Elliott, Yes; Ms. Coomer, Yes

Ordinance 2026-03: An Ordinance Establishing Sewer Rate Increase was presented and read for the first time. No action was taken.

- Seeking an attorney

Mr. Grimes is interested in still being the attorney / solicitor for the Village.

Beverly stated that she does not have much faith in Grimes. That he gives different answers.

Mr. Grimes stated he can site ORC's three, four times to her and she still don't like it.

Justin said Grimes has really stepped it up. He can call him any time, even in the evening and he answers his questions.

Beverly brings up about Guy's pay and the resolution concerning the ARPA grant money and how his pay should have been taken back down.

Justin feels to keep Mr. Grimes.

Decided to table the attorney issue till April 27th.

- Junk and Trash issue in the Village. We need to start enforcing the ordinance. Don't know if you all want to do the warnings or what.

Travis – ask law enforcement? Who?

Tim – any employee can do it.

Travis – get Chief's opinion about it.

New Business – Tim

- 326 East Main Street – stuff being stored on school property. Has received concerns / complaints.
- America 250 Float – need to get started on it.
- Meters – on tap removal fee. We have customers that has asked about the cost of getting them removed because they don't want to pay the bill every month. Plus, there are water meters that are in the ground that has not been billed for. We need to bill these customers just like all the other customers have been billed.

Motion by: Ms. Coomer, seconded by: Mr. Elliott to bill for all water meters that are in the ground.

Vote: Ms. Keller, Yes; Ms. Pierce, Yes; Ms. Coomer, Yes; Mr. Elliott, Yes

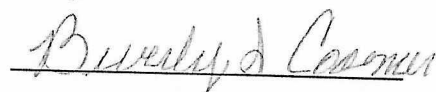
- Easter Egg Hunt – I need volunteers.
 - Justin said he will help.
 - Cheryl and Tammy volunteered to stuff Easter eggs with candy.

There being no further business, **Motion by: Ms. Pierce, seconded by: Mr. Elliott** to adjourn the meeting. The motion passed unanimously.

Vote: Ms. Keller, Yes; Ms. Pierce, Yes; Ms. Coomer, Yes; Mr. Elliott, Yes

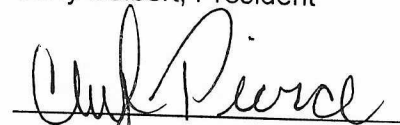
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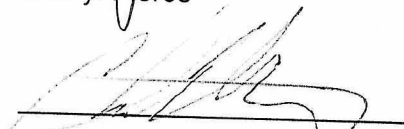

Justin Jones, Mayor


Beverly Coomer


Lyndsey Marshall


Jerry Seibert, President


Cheryl Pierce


Charles Elliot

Tammy Keller
Tammy Keller

Melissa Zahn
Prepared by: Melissa Zahn
Fiscal Officer