

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on March 9, 2026 at 7:00 p.m. in the municipal building with Mayor Jessica Tubbs presiding.

### **Pledge of Allegiance**

### **Prayer**

**Roll Call:** Adam Fisher, Jason Hursey, Kenny Koch, Tyler Maple, Christie Maurer and Jacob Yoho were present. Patrolman King and Chuck Ellis were also present.

A motion was made by Adam Fisher and seconded by Jason Hursey to approve the minutes from the regular council meeting held on February 23, 2026. Roll call 6 yes. Motion carried.

**Mayor's Correspondence:** Mayor Tubbs reported receiving a notice that in celebration of America-250, the Dennison Railroad Depot Museum is sending an America-250 Ohio Buckeye Train through the Village of West Lafayette on Saturday, April 25<sup>th</sup> and Sunday, April 26<sup>th</sup>. Mayor Tubbs also received an email from an Eagle Scout, Kyle Roach, from Scout Troop 403 requesting permission to build a flag retirement box to place in the village for old American flags that need retired. Kyle would retrieve the flags every 6 months to a year, depending on the response, and give them the proper disposal. A motion was made by Kenny Koch and seconded by Tyler Maple to allow Kyle Roach to place a flag retirement box in the village. Roll call 6 yes. Motion carried. Discussion was held regarding a possible placement of the box, suggesting in front of Council Chambers.

**Citizens' comments:** Chuck Ellis from Pearl Valley Cheese reported that they will be doing some work on the force main going from Pearl to Fresno on Thursday and shutting the line down while new cleanouts are installed. Mr. Ellis also shared that Mayor Tubbs did a wonderful job at the County Commissioners that afternoon with presenting a plan for the stormwater mitigation in the village and surrounding areas. Mr. Ellis also expressed his thanks to everyone supporting him in his campaign for County Commissioner.

### **Committee Reports:**

**Building and Property:** Chairman Adam Fisher reported discussing several items that need to be declared as surplus such as filing cabinets, phones, monitors, battery backups, and IT items as well as a proposed home addition. A motion was made by Adam Fisher and seconded by Jason Hursey to approve the items mentioned to be declared as surplus. Roll call 6 yes.

**Community & Business Development:** No report.

**Community Relations:** Chairwoman Christie Maurer reported that the Police Department will be holding their Annual Easter Egg Hunt on Friday, April 3<sup>rd</sup> at 11am at the Ridgewood football field. Candy donations are accepted at the Village Police department or Amazon can direct ship them to the PD. West Lafayette Chamber of Commerce meets the 4<sup>th</sup> Tuesday of each month at the West Lafayette Fire Station meeting room. A meeting was held last month. The Community

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Yellow Flag sales will be May 1 & 2<sup>nd</sup>. The signup is April 14-28<sup>th</sup> at the Library, JB's Smoking BBQ and Statements by Shannon. They will be hosting a Meet the County Commissioner Candidate night Thursday, March 19<sup>th</sup> at 7pm at the Ridgewood Middle School with the doors opening at 6:30pm. Homecoming is July 23-25<sup>th</sup> and the theme is Happy Birthday America with Congressman Troy Balderson being the Grand Marshal. The fireworks display is tentatively planned to be set off from Waterworks Park. The display is expected to cost \$12,000 so there is the opportunity for individuals and businesses to donate money at different recognition levels. Donations can be made at Home Loan Savings Bank in care of the West Lafayette Chamber Fireworks Fund or mail a check directly to the West Lafayette Chamber at PO Box 113, West Lafayette, OH 43845. The Historical Society meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 5pm at the museum and the museum is open from 5-8pm those evenings. We R WL has started their American Flag rental program with flags being \$30 each if paid before May 10<sup>th</sup> and \$35 after that date. Forms and payment can be made at the French Press Café or Haarman's Pallet Treasure. The 14 Senior banners have been hung. If anyone else would like to have a Senior banner hung, the deadline is Friday, March 13<sup>th</sup> and the cost is \$100. Checks and pictures should go to We R WL. There are a couple of scholarships available to cover the costs of the banners should someone need assistance with the cost.

**Community Revitalization:** Chairwoman Christie Maurer reported that a meeting is scheduled for Monday, March 16<sup>th</sup> at 5:30 in Council Chambers.

**Finance:** Chairwoman Christie Maurer reported reviewing the February end of month cash summary. A motion was made by Christie Maurer and seconded by Adam Fisher to approve the February end of month cash summary. Roll call 6 yes.

**Fire Dependency Board:** No report.

**Ordinance:** Chairman Jason Hursey reported discussing resolutions for grant opportunities through Troy Balderson and Moreno's offices to assist with the storm water issues in the village. Balderson's grant has a deadline of Thursday, March 12<sup>th</sup> at 6pm and will be requested to waive the 3 required readings and pass this evening to meet that application deadline. These resolutions are just to apply for the grant funding. There is a resolution to approve the sewer line repairs behind the administration building to be done by Vic Allen. There is a resolution authorizing the village to sign agreements with the County for IT services for the Police department to enable them to VPN into their network. Another resolution will be presented to authorize the Fiscal Officer and Fire Chief to purchase new masks and tanks. An ordinance to adopt the 2026 version of the Ohio Basic Code will be presented.

**Park Board:** Chairman Adam Fisher reported one of the trees at Waterworks fell down and will be replaced, as well as a couple of other trees added by We R WL and the Garden Patch.

**Planning Commission:** No report.

**Public Safety:** Chairman Adam Fisher reported discussing mosquito spraying contracts with other villages and subdivisions.

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**Public Works:** Chairman Jason Hursey reported discussing the Sewer Outfall project and it is near completion. As part of the grant funding for this project, a new vac truck was purchased and has been delivered.

**Records Retention:** No report.

**Rules:** Chairman Tyler Maple reported discussing the explanation of motions, waiving of the 3 readings, adopting legislation and emergency measures.

## **Department Reports:**

**Fire:** Fire Chief Gould was not present. Adam Fisher presented the February 2026 monthly report. See attached.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported Resolution 2026-10 will receive its third and final reading with updates to the village credit card policy. Updates made included names of those employees authorized to use the village fuel cards. Resolution 2026-11 will receive its third and final reading authorizing Phase II of the sewer study for the Thriving Communities grant. Resolution 2026-12 will receive its second reading to apply for grant funding to switch the village from a .com to a .gov domain. Resolution 2026-13 will receive its second reading to apply for grant funding through the State Capital Budget Community Project. Resolution 2026-17 will receive its first reading authorizing the village to sign a new IT agreement with the County Commissioners for the Police Department, allowing our current IT provider to service the computers, but continuing the VPN access to the County for the Zuercher computers. The current agreement with the County is roughly \$5,000 per year and will drop to \$1,200 per year. Resolution 2026-18 will receive its first reading to add funds in the Fire Fund in the amount of \$15,000 to purchase SCBA equipment utilizing grant funding from the State Fire Marshal. In the 263 Drive to Succeed Grant fund, the remaining grant funds of \$16,509 needs appropriated in order to spend the remaining funds prior to the grant deadline of June 30<sup>th</sup>. Ordinance 2026-19 will receive its first reading to adopt the 2026 version of the Ohio Basic Code, which is the village code of ordinances and will request to waive the three required readings and pass this evening. Resolution 2026-20 will receive its first reading to establish a separate fund for the Police Department. Resolution 2026-21 will receive its first reading authorizing the purchase of the fire equipment mentioned in the adding funds resolution from Atlantic Fire Solutions. A quote was received for around \$16,000, which is over the approval limit of the department heads. Bills were passed for approval.

**Police:** See attached. Patrolman King reported that the Police Department Easter Egg Hunt will be April 3<sup>rd</sup> at 11am.

**Solicitor:** Village Solicitor, Joel Blue reported that he was asked for legal advice and he advised that the advice is privileged information and best given in executive session. If council chooses not to go into executive session, the attorney client privilege is waived. Solicitor Blue moved to go into executive session and agreed that doing so at the end of the meeting would be fine.

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**Village Administrator:** Village Administrator Tammy Hicks reported Resolution 2026-16 will receive its first reading authorizing the Village Administrator and fiscal officer to sign agreements with Vic Allen to fix the sewer line behind the village administration office in the amount of \$17,950, which is above her limit per the purchasing policy. Resolution 2026-14 is to authorize filing a grant application with Senator Moreno's office for a Community Project Funding request for Fiscal Year 2027 with an application deadline of March 30<sup>th</sup>. Resolution 2026-15 is to authorize filing a grant application with Congressman Balderson's office for Community Project Funding for Fiscal Year 2027 with the application deadline of this Thursday. The pot holes will be patched this week now that the weather has cleared up.

## **Introduction to ordinances and resolutions:**

### **2026-10 A RESOLUTION REGARDING CREDIT CARD USE Third Reading**

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Resolution 2026-10. Roll call 5 yes, 1 no. Motion carried.

### **2026-11 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR, FISCAL OFFICER AND ENVIRONMENTAL DESIGN GROUP TO FILE AN APPLICATION TO THE GREAT LAKES ENVIRONMENTAL JUSTICE THRIVING COMMUNITIES GRANT MAKING PROGRAM PHASE II Third Reading**

A motion was made by Christie Maurer and seconded by Tyler Maple to adopt Resolution 2026-11. Roll call 5 yes, 1 no. Motion carried.

### **2026-12 A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WEST LAFAYETTE, COSHOCTON COUNTY, OHIO, AUTHORIZING AND DIRECTING THE VILLAGE MAYOR TO SUBMIT A GRANT APPLICATION WITH THE DEPARTMENT OF HOMELAND SECURITY (DHS) AND STATE AND LOCAL CYBERSECURITY GRANT PROGRAM (SLCGP) FOR THE ROUND 3 .GOV DOMAIN MIGRATION AND DECLARING AN EMERGENCY Second Reading/Emergency**

### **2026-13 A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WEST LAFAYETTE, COSHOCTON COUNTY, OHIO, AUTHORIZING AND DIRECTING THE VILLAGE MAYOR TO REQUEST FUNDING FOR THE WATERWORKS PARK IMPROVEMENTS PROJECT THROUGH THE STATE CAPITAL BUDGET COMMUNITY PROJECT FUNDING AND DECLARING AN EMERGENCY Second Reading/Emergency**

A motion was made by Christie Maurer and seconded by Kenny Koch to waive the three required readings for Resolution 2026-13. Roll call 4 yes, 2 no. Motion failed.

### **2026-14 A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WEST LAFAYETTE, COSHOCTON COUNTY, OHIO, AUTHORIZING AND DIRECTING THE VILLAGE MAYOR TO SUBMIT AN APPLICATION WITH SENATOR MORENO'S OFFICE FOR COMMUNITY PROJECT FUNDING REQUESTS FOR FISCAL YEAR 2027, AND DECLARING AN EMERGENCY First Reading/Emergency**

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A motion was made by Christie Maurer and seconded by Tyler Maple to waive the three required readings for Resolution 2026-14. 5 yes, 1 no. Motion carried.

A motion was made by Jason Hursey and seconded by Adam Fisher to adopt Resolution 2026-14. Roll call 6 yes. Motion carried.

**2026-15 A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WEST LAFAYETTE, COSHOCTON COUNTY, OHIO AUTHORIZING AND DIRECTING THE VILLAGE MAYOR TO SUBMIT AN APPLICATION WITH CONGRESSMAN BALDERSON'S OFFICE FOR COMMUNITY PROJECT FUNDING REQUESTS FOR FISCAL YEAR 2027, AND DECLARING AN EMERGENCY** First Reading/Emergency

A motion was made by Christie Maurer and seconded by Tyler Maple to waive the three required readings for Resolution 2026-15. Roll call 5 yes, 1 no. Motion carried.

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Resolution 2026-15. Roll call 5 yes, 1 no. Motion carried.

**2026-16 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH VIC ALLEN CONSTRUCTION, LLC, FOR THE PURPOSE OF REPAIRING A SANITARY SEWER MAIN IN THE VILLAGE OF WEST LAFAYETTE, OHIO** First Reading

**2026-17 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND/OR POLICE CHIEF TO SIGN AND EXECUTE ALL DOCUMENTS NECESSARY WITH THE BOARD OF COMMISSIONERS OF COSHOCTON COUNTY, OHIO** First Reading/Emergency

**2026-18 A RESOLUTION TO AMEND THE 2026 PERMANENT APPROPRIATIONS ORDINANCE 2025-63, ADDING FUNDS** First Reading/Emergency

**2026-19 AN ORDINANCE APPROVING, ADOPTING AND ENACTING THE AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, BEGINNING IN 2026 AND AS AMENDED IN PERPETUITY, AS THE CODE OF ORDINANCES FOR THE VILLAGE OF WEST LAFAYETTE, OHIO; REPEALING ORDINANCES IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY** First Reading/Emergency

A motion was made by Christie Maurer and seconded by Jason Hursey to waive the three required readings for Ordinance 2026-19. Roll call 5 yes, 1 no. Motion carried.

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Ordinance 2026-19. Roll call 6 yes.

**2026-20 A RESOLUTION ESTABLISHING A POLICE FUND (217) FOR THE ACCOUNTING OF FUNDS FOR THE VILLAGE OF WEST LAFAYETTE** First Reading

**2026-21 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND FIRE CHIEF TO EXECUTE ALL DOCUMENTS NECESSARY WITH ATLANTIC EMERGENCY SOLUTIONS FOR THE PURPOSE OF PURCHASING FIRE EQUIPMENT** First Reading

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**Other Business:** None

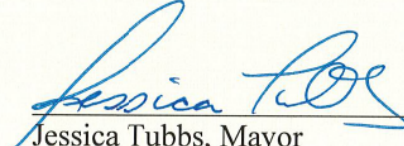
A motion was made by Christie Maurer and seconded by Adam Fisher to pay the bills. Roll call 6 yes. Motion carried.

A motion was made at 7:35pm by Kenny Koch and seconded by Tyler Maple to go into Executive Session to discuss legal advice. Roll call 6 yes.


A motion was made at 7:43pm by Jason Hursey and seconded by Adam Fisher to continue in Open Session. Roll call 6 yes.

A motion was made by Adam Fisher and seconded Jason Hursey to adjourn until the next meeting on Monday, March 23, 2026, at 7:00 p.m. Roll call 6 yes. Motion carried.

A full recording of this evening's minutes can be viewed by visiting [www.westlafayettevillage.com](http://www.westlafayettevillage.com) and clicking on the Facebook link at the bottom of the page under CONTACTS.

  
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Jessica Tubbs, Mayor

Attest:

  
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Amy Bourne, Fiscal Officer