

# COUNCIL AGENDA



**Village Council Meeting**  
**6:30 P.M. Thursday, August 20, 2015**

**Village Administration Building**  
**99 High Street**  
**South Lebanon, Ohio 45065**

	Agenda Items
1.	<b>Call to Order</b>
2.	<b>Roll Call</b>
3.	<b>Pledge of Allegiance</b>
4.	<b>Guest Speakers</b> A. Lt. Steve Arrasmith, Warren County Drug Task Force
5.	<b>Open Forum</b>
6.	<b>Approval of Meeting Minutes</b> A. Regular Meeting July 2, 2015 B. Workshop Meeting – July 2, 2015 C. Regular Meeting – July 16, 2015
7.	<b>Emergency Resolutions/Ordinances and Third Reading of Resolutions/Ordinances</b> A. None
8.	<b>Village Administrator Reports (non-legislative)</b> Memo – Fall Festival Memo Memo – Administrator Update
9.	<b>New Business</b> A. Second Reading – Approve Comprehensive Plan as Prepared by the Warren County Regional Planning Commission B. First Reading - Resolution to Advertise for Bids to Lease the Community Center C. Request Motion to Approve Late Payment Penalty Refunds to Target and WCCS D. Request Motion for Vikki Stickelman & Phil Kaufman to Attend Trainings E. Motion to approve invoices to be paid
10.	<b>Old Business</b> A. None
11.	<b>Committee Reports and Communications</b> A. Sheriff's Report for July
12.	<b>Council Member Comments</b>

13.	Village Administrator Comments
14.	Village Solicitor Comments
15.	Warren County Sheriff – Sergeant Boylan’ s Comments
16.	Mayor’s Comments
17.	Executive Session A. None
18.	Adjournment

Members of the public may address Council during the Open Forum segment of the agenda and shall be limited to five minutes each. After the speaker concludes remarks Council may comment or ask questions at that time. The Mayor may at his or her discretion restrict duplicate testimony on a particular subject.

*The next regular Village Council Meeting will be on Thursday, September 3, 2015 at 6:30 PM.*

**GUEST SPEAKER:**

**Lt. Steve Arrasmith** will be a guest speaker at the 8/20/15 meeting. Lt. Arrasmith will be assuming command of the Warren County Drug Task Force (WCDF) soon and would like to introduce himself to you. Below is from the WCDF website:

**Lt. Steve Arrasmith, Field Commander**

Lt. Arrasmith has been a Deputy Sheriff with the Warren County Sheriff's Office since 1992. He has held assignments as a uniform deputy with the Patrol Division, a Detective and Detective Sergeant with the Criminal Investigation Division. Lt. Arrasmith has also been assigned to the Drug Task Force as a narcotics detective and currently holds the position of Field Commander. In addition to his duties as Field Commander, Lt. Arrasmith also leads the Drug Task Force Clandestine Laboratory Response Team.

Lt. Arrasmith is a veteran of the United States Marine Corps, a graduate of the United States Drug Enforcement Administration (DEA) Drug Unit Commanders Academy and the Police Executive Leadership College. He has completed the DEA Advanced Narcotics Course and is certified by the DEA in the investigation and processing of clandestine drug laboratories. Lt. Arrasmith has received extensive specialized training in narcotics and drug related investigations through the Office of Criminal Justice and the Ohio Peace Officer Training Academy.

As the Drug Task Force Field Commander, Lt. Arrasmith is responsible for the supervision of daily operations including undercover drug investigations, execution of search warrants and arrest warrants, and surveillance operations. He spends the majority of his time in the field assisting and supervising investigators with pending drug investigations. Lt. Arrasmith is also responsible for reviewing task force cases prior to their submission for prosecution.

**VILLAGE OF SOUTH LEBANON  
REGULAR MEETING MINUTES**

**JULY 2, 2015**

**6:30 P.M.**

1. Mayor Lawhorn opened the meeting at 6:30 p.m. with the Pledge.
2. Linda Allen – Present                      Sue Johnson - Present  
Randall Atkins – Present                  Steve Riley – Present  
Jim Boerio – Present                      James Smith – Present
3. Mayor Lawhorn opened the floor to the public: No one approached council.
4. Mayor Lawhorn presented a resolution for a special use permit to Wirenet for modifications to the existing wireless telecommunication facility at 3472 Lebanon Road. Administrator Haddix said a new law went into affect and we have sixty days to act on an application for a modification. He said it is simply replacing an antenna switching from Cincinnati Bell to Verizon Wireless. A motion to suspend the reading rule was made by Smith, seconded by Allen, all yeas. A motion to adopt Resolution 2015-17 was made by Allen, seconded by Riley, all yeas.
5. Mayor Lawhorn held the second reading of an ordinance setting the compensation for two council seats and the mayor seat.
6. Mayor Lawhorn held the second reading for a water/sewer agreement with Warren County. Smith asked who reviewed the contract for South Lebanon and Bruce said he did. Smith said it is probably not in our best interest, Bruce works for the county and works with us. He said we should not put Bruce in the position, since he works for the county too. He said he thinks we should have an independent council look at it. Mayor Lawhorn said they sent us a contract and Bruce changed things significantly for the village. Bruce said he appreciates what Smith is saying. Bruce said the content of the agreement was based on the minutes and audio recording that everyone was provided, so council has a pretty good handle on why the agreement came about and the content. Bruce said most of the changes he made had to do with the sanitary sewer for Highland Park. He said it is a win/win for the village because the the contract ended up being written that the county either has to pay for it or the county has to do the assessments against the residents, which is not a good thing for elected officials to have to do. Smith said they came to us for Sunnyslane because the county didn't have capacity and we made an agreement to help the county out for sewer. Bruce said it won't cost the village anything, just add customers that the village would serve. Smith said it holds us to give the same rate, even though outside our limits, with the same rate. Bruce said it does provide that and the water component does the same



thing that the rate has to be what the county charges all its other customers. Smith asked if three years notice is normal and Bruce said it is on that kind of agreement because it would take a lot of time to provide or obtain an alternate provider. Smith stated his questions are for future criticism and Bruce said representing the county he also represents eight of the eleven townships in Warren County. He said often the county and the townships enter into contracts and we represent both of them. He said the position we have always taken is we try to stay in it until the parties reach an impasse where they can't agree, then we step out. Smith said as far as annexation of the territory for Highland Park, we can annex and Bruce said yes, the village can't require them to annex to provide the services. Bruce said most communities with public services will not extend it and will typically require annexation to provide services.

7. Mayor Lawhorn held a first reading on a resolution for the sale of items through GovDeals.
8. Mayor Lawhorn held a first reading of a resolution for a maintenance contract with Buckeye Power Sales. Atkins asked if this is for generators or stations and Jerry stated it is for the generators. Smith asked if they put a cage on the main lift station yet and stated there is nesting under the station and it is not screened and the birds are clogging part of the components. Jerry said he will find out.
9. Mayor Lawhorn stated we need a motion to reject the Zoar Road bids and advertise again. He said it came in way above the estimate. Boerio asked Bruce about the legalities in these issues and it appears there was a clerical error made in this bid. He said they multiplied two numbers together that they should not have and came up with large result. He asked if it is permissible to go back and ask these people to correct their clerical error and Jerry said even if the corrections were made they are more than 10% above the estimate. Bruce said if we had caught that, we could have issued an addendum but at this point there is nothing. Boerio said in figuring their cost, they are \$200,000 above what they want to be because of an error. Jerry said it is a unit pricing so no matter what the total bid was, it is by their unit pricing. Jerry said there are lump sum bids, like a building and then there are unit pricing bids, per feet, so you have to go by the unit pricing not the total they put. A motion to reject the bids and rebid was made by Boerio, seconded by Smith, all yeas.
10. Mayor Lawhorn asked for approval of the invoices. A motion to pay the invoices was made by Smith, seconded by Allen, all yeas.
11. Mayor Lawhorn presented an invoice from Gary Vidmar for \$2,500.00, which was agreed on in the past from council. Mayor Lawhorn stated this is what myself, Bruce and Jerry have talked to Gary about and they are attached.

Atkins said he thought it was to pay for insurance, not give him money. Mayor Lawhorn said we couldn't pay the insurance, we were not allowed and it was agreed by council to pay him \$2,500.00. Smith stated the way the billing is set up here, you have \$2,500.00 here for emails but it doesn't look like it falls under accounting principles. Smith said normally you have something that spells out how many hours and what the compensation is and it comes up to \$2,500.00. Mayor Lawhorn said the \$2,500.00 was agreed upon as a total, not per hour. Smith said you can't justify a phone call for \$2,500.00. Smith said he doesn't know what the auditors will say, you have a protocol of services rendered. A motion to approve the invoice was made by Boerio, seconded by Allen, Allen-yea, Atkins-nay, Boerio-yea, Johnson-yea, Riley-yea, Smith-nay.

12. Mayor Lawhorn said we got a notice from Ohio Liquor Control that Speedway has applied for a liquor license. He said we have the right to have a hearing and we don't have it here, it is county or state level. A motion not to have a hearing was made by Allen, seconded by Atkins, all yea.
13. Atkins asked Jerry to enlighten council on 483 Valleyview that is trying to be sold. Jerry said there are three lots that are connected and are non-conforming lots by the size. He said the lot size in zoning code is 6000 feet and this one is 2750 feet. Jerry said the bank wanted to know if they would have a process if more than 50% of the house was damaged and they wanted to rebuild. Jerry said the answer is if it meets all the set-backs it is fine. Jerry said it is only 60 feet deep so there is no way to build a house without going through the zoning of appeals. Jerry said that was the answer he gave the bank. Mayor Lawhorn said they are accusing us of saying that we won't allow her to sell it and that is not true. He said they want Jerry to give them something in writing that they would be able to build it back if it were to be 50% damaged and that is against our zoning code and he can't do that, it is illegal. Jerry said you can't grandfather a non-conforming use.
14. Johnson said the sidewalk going up Pumpkin Brown is awful. It needs cleaned up. Mayor Lawhorn asked Jerry to check the contract for street sweeping and see if it says any street with curb, that one has curb and they are not sweeping it. Jerry will check on it. Johnson asked if Jerry found out anything on the dog ordinance. Jerry said he and Bruce are going to get together to see if we have enough on the books to take care of that. Bruce said we do have things on the books that address the situation and if we adopted a new ordinance it wouldn't do those folks any good because they would be grandfathered. Discussed zoning code and if we can regulate through that code.
15. Allen asked if council can receive a sidewalk plan and a list in the order they will be done. Mayor Lawhorn said it is not completed yet.

Allen said she has heard complaints about a guy out of the homeless shelter and walking the streets at 1:30 a.m. Sgt. Boylan said they have to call it in. Discussed they are supposed to be locked in at 7:00 p.m. Smith said there is a three strikes and you're out provision. Jerry said he will look at the contract.

16. Bruce said we have collected almost \$44,000 from the sale of lots at Shepherd's Crossing. He said at some point we may want to bid that if you want this done this year.
17. Sgt. Boylan asked that people please call in if they see someone out at night. He reported on the stolen vehicles and that they were returned.
18. Mayor Lawhorn said July 18th is the rain date for the WCML picnic. Mayor Lawhorn said the Sallee family is asking to maintain the shelter by the bike trail and would like it named after their father. Discussed and Boerio suggested a contract with a term so it can be re-evaluated. Mayor Lawhorn reminded everyone of the parade and fireworks on July 4<sup>th</sup>.
19. A motion to adjourn the meeting was made at 7:17 p.m. by Allen, seconded by Smith, all yeas.

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Sharon Louallen, Fiscal Officer

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Lionel Lawhorn, Mayor

## WORKSHOP MEETING

7:12 P.M.

1. Mayor Lawhorn called the meeting to order at 7:18 p.m.

2. Linda Allen - Present  
Randall Atkins-- Present  
James Boerio – Present

3. Administrator Haddix reviewed a memo on updates of projects. He said Grants Fredericks is going through the planning commission for Section II. He said this is the final section of that development and it has 58 lots.

Jerry said possible rezoning of the Siemens property will be coming up. They want the top rezoned R-3 to put homes up there. Smith asked if there is to be no commercial at all and was told they are having no luck with that and are telling us that the tower has to come down no matter what. Discussed plans for the property.

St. Rt. 48 and Mason Morrow Milgrove rankings came back for OPWC and we were 6<sup>th</sup> so there is a good chance we will get funded for that project.

Jerry said Woodknoll is about ready for the final coat of asphalt.

Haddix said they had a pre-construction meeting on Pike Street and they will probably be starting later this month and it will take about five weeks total. He said John R. Jurgeson will be doing the work.

Jerry said the Vista Pointe punch list is almost complete. Boerio said at the intersection of Buena Vista and River Stone there is a concrete pad in each corner except this one and wondered why this one is missing. Jerry said builders are responsible for the sidewalk and maybe there is no sidewalk to connect to. Boerio said there are no sidewalks connected on any of them. Jerry said he would look at Gary's notes and see.

4. A motion to adjourn the meeting was made at 7:28 p.m. by Smith, seconded by Allen, all yeas.

Sharon Louallen, Fiscal Officer

Lionel Lawhorn, Mayor

**VILLAGE OF SOUTH LEBANON**  
**REGULAR MEETING MINUTES**  
**JULY 16, 2015**  
**6:30 P.M.**

1. Mayor Lawhorn opened the meeting at 6:30 p.m. with the Pledge.
2. Linda Allen – Present                      Sue Johnson - Present  
Randall Atkins – Present                  Steve Riley – Present  
Jim Boerio – Present                      James Smith – Present
3. Mayor Lawhorn opened the floor to the public: No one approached council.
4. Mayor Lawhorn presented the following minutes for approval:  
  
Regular Meeting – June 4, 2015 – motion to approve made by Boerio,  
seconded by Riley, Johnson abstained, not at meeting, all others yea.  
  
Workshop Meeting – June 4, 2015 – motion to approve made by Boerio,  
seconded by Atkins, Johnson abstained, not at meeting, all others yea.  
  
Regular Meeting – June 18, 2015 – motion to approve made by Boerio,  
seconded by Riley, Atkins abstained, not at meeting, all others yea.
5. Mayor Lawhorn presented Resolution 2015-18 as an emergency authorizing a promissory note for \$344,242.00 for Zoar Road rehabilitation. A motion to waive the reading rule was made by Boerio, seconded by Allen, all yeas. A motion to adopt Resolution 2015-18 was made by Atkins, seconded by Riley, all yeas.
6. Mayor Lawhorn presented an Ordinance 2015-08 for the third reading for compensation of two council seats and the mayor seat. Smith stated it was changed once before and we are making these seats different than what it was changed to two years ago. He said he thinks it should be in line, same as township, which is the lowest compensation set by the state. Mayor Lawhorn said his opinion, it is still too much money. Allen asked for clarification of exactly what this is going to be, rather than just say this is it. She said she knows what it is and we have all talked about it. Allen said what we are saying is, the same as set for the council prior and the mayor moved to \$500 per month. Mayor Lawhorn said to clarify, regular council meetings, council gets \$375 per month, no prior service credit, no committees, \$25 for special meetings and emergency meetings. He said if you miss more than three meetings annually, there is a 2% of annual salary reduction from that meeting missed. He said the office of mayor is \$500 a month with no additional compensation. A motion to approve Ordinance 2015-08 was made

by Allen, seconded by Boerio, Smith abstained under condition that this body is voting on two people that don't have a say just coming in and it does not affect individuals that are here now and he thinks those people should have the opportunity for it to be across the board, all others yea.

7. Mayor Lawhorn presented Resolution 2015-19 for the third reading authorizing an agreement with Warren County for water/sewer. Bruce stated at the last meeting, councilman Smith raised the issue about the amount of time for the termination clause. He said he contacted the county and they are agreeable to make notice of cancellation less than three years. He said the county said it is intended to allow time to design, survey, construct, etc. Bruce said council can change that to less. Bruce said the engineer said it would take at least a year to do those things. Bruce said his concern is anytime you deal with the river and state is concerned over you disturbing anything, they make you do environmental studies and so forth. Smith said the water across the river is on the bridge not submerged, which is better for us. Bruce stated this project was designed to boar under the river and that is probably why the cost was so expensive. Smith said across the bridge would have been better, in fact, the system is already in place. Smith said as long as the folks get service, there are a couple of things that would be in the best interest of South Lebanon, you look at the rate and we pay \$2.48 a thousand through Cincinnati but we pay \$3.39 per thousand from the county so that is about a \$1.21 per thousand and that is a substantial amount. Smith said that is why he said before, it would be nice if we could get the price comparable to what we pay Cincinnati. Smith said it says wholesale but we are really paying retail. Discussed wholesale verses retail. A motion to approve Resolution 2015-19 was made Allen, seconded by Boerio, Smith voted nay, all others yea.
8. Administrator Haddix reviewed his memo. He said Pike Street is still scheduled for the end of the month but with all the rain we are probably looking at late August. He said Zoar Road rebid is July 28<sup>th</sup> and should be able to award at the first meeting in August. Jerry said a final walk through was done of Woodknoll and a punch list has been prepared for that. He said the guys have been crack sealing. Jerry said last week the BZA denied a conditional use permit for 350 King Ave. He said they were proposing a nursery business there. Discussed access to the property. Jerry said planning commission met yesterday and approved the final plan Grants Frederick Section II and that is another 58 lots. Jerry said they also approved the comprehensive plan and it will come to council at the next meeting. Jerry said the only other thing is there was a memo about the engineering line item, a lot has been going on the first half of the year. Haddix said we have to touch on it at some point, he said he and Bruce talked about the sale and lease of real estate of village property. He said

it appears in the Ohio Revised Code leases have to be advertised. He said we have some leases expiring in the fall. He said we will have to do something with that property. Jerry said the other issue we have heat to deal with and an estimate of \$80,000 to replace heating in both buildings. He said council will have to make decisions on this. He said we also have a bat problem. Bruce said they found some at the county and tested positive for rabies.

9. Mayor Lawhorn held a second reading of a resolution to allow the sale of property through GoveDeals.
10. Mayor Lawhorn held a second reading of a resolution approving a contract with Buckeye Power Sales.
11. Mayor Lawhorn presented invoices for authorization. A motion to pay the invoices was made by Allen, seconded by Boerio, all yeas.
12. Mayor Lawhorn presented an invoice for Bruce McGary in the amount of \$1035.00. A motion to pay the invoice was made by Smith, seconded by Allen, all yeas.
13. Johnson asked if anything was found out about the sidewalks going up Pumpkin Brown hill, they are still pretty bad. Mayor Lawhorn said the sweeper is going up there. Johnson said we need a retaining wall up there. Mayor Lawhorn said some tree trimmers came along there and left a mess. Johnson said there are still junk cars and they are adding to them next to the creek, right passed the bridge.
14. Smith stated on Mason Morrow Milgrove, he brought this up before, the power pole in the intersection, they clipped the old and then the new one and now the new, new one. He stated he has asked for guardrail there because when it gets hit, half the town is out of power.
15. Allen said we have discussed the sewer fund, how we need to balance that. Mayor Lawhorn said the committee needs to look at it, he thinks there is too much money in there. He said we have to spend some on relocation at the intersection. He said we have reduced it once since he has been mayor and we need to reduce it again. Smith said you are looking at an aging system and you have to look if we have a huge part of the system go down it could be a huge amount of money. Smith said we are responsible for upgrades to the sewer plant too and if we don't have the revenue it could be a huge problem. Mayor Lawhorn said we do have one coming up and we don't know what it is going to cost. Atkins stated it won't be cheap.

16. Allen said on Mary Ellen, people are complaining that with the turn overs at the old junk yard, all the old drywall they promise to clean up and it is a mess back there. Discussed that the county held a clean-up years ago and that they took out 2000 tires and tons of drywall.
17. Bruce McGary reported the eviction of the sex offender at Bernie's was successful. He said he is gone and we have a permanent injunction against him.
18. Sgt. Boylan reported the Tahoes came in today and they are being equipped. He reported on the accident at St. Rt. 48 and Corwin Nixon. He said stolen property has been recovered from Fredericks and Shawhan.
19. Mayor Lawhorn said on Pike Street there was a no parking here to corner sign and it is down. He said residents have trouble seeing to get out of Revis Drive and it needs to be replaced. He reminded council about the picnic on Saturday and the food is at 1:00 p.m. He said the fireworks were great and everyone enjoyed them.
20. A motion to adjourn the meeting was made at 7:15 p.m. by Boerio, seconded by Smith, all yeas.

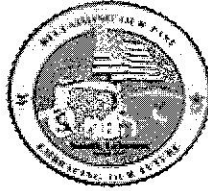
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Sharon Louallen, Fiscal Officer

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Lionel Lawhorn, Mayor





Village of South Lebanon  
99 N. High Street, South Lebanon, Ohio 45065  
513-494-2296  
fax: 513-494-1656  
[www.southlebanonohio.org](http://www.southlebanonohio.org)

## MEMORANDUM

**To:** Mayor and Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** August 18, 2015  
**Subject:** Fall Festival

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We received a request from Kevin Peyton from the Village Community Church, in partnership with the Historical Society (see attached) to have a Fall Festival on October 24<sup>th</sup>. They are proposing to have their "Trunk-n-Treat" event on Broadway between as well as having the festivities at our property at the corner of High St. & Broadway.

Personally, I think this is a step in the right direction to help boost our downtown.



August 11, 2015

RE: UTMD and Fall Festival

Dear Mr. Haddix,

Over the past few years churches in South Lebanon have been meeting three times a year to pray and serve the community together. One of these events is a free community festival at Roger's Park in September. This year we've decided that, rather than having a separate festival, we would join with the Fall Festival organized by the Historical Society Saturday, October 24<sup>th</sup>.

With this event being the Saturday before Halloween we are planning on having a "Trunk N Treat" event where families decorate their vehicles and giveaway candy to children in the community. In past years we (Village Community Church) have had 35-40 cars participating and this year expect that to double given the addition of the other churches in the area. To accommodate the additional cars and to give this a more "festival" feel we are requesting to hold the Trunk N Treat event on Broadway Street, between High and Section streets. Naturally, we would work with the homeowners on the south side of Broadway to gain their support but would need Village approval and police support to do this.

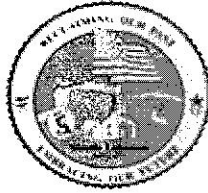
Additionally, we would like to request the use of the open lot owned by the Village at the corner of Broadway and High street for a stage and concert venue. If we are able to secure this lot and proper staging we would move the music, Little Miss South Lebanon competition and other festivities outdoors. Again, with the desire to create more of a festival atmosphere and hoping it would grow each year.

Should the Village agree to support us in this we would form a fall festival committee that would include myself, a member of the Historical Society, a member from Village Administration/Council and anyone else you believe would help make this a quality event the entire community would be proud to support.

Sincerely,

Kevin Peyton  
Pastor  
Village Community Church

PO Box 68 South Lebanon, OH 45065 513-494-2001  
[www.thevillagechurch.cc](http://www.thevillagechurch.cc)



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fax: 513-494-1656  
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## MEMORANDUM

**To:** Mayor & Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** August 18, 2015  
**Subject:** Administrator Update

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Here is a quick update on some items going on:

- Pike Street starts 8/19, 1½ weeks on the storm pipe work;
- Zoar Road scheduled to begin on 9/15. Road will be closed until 10/2. Detour route will not be through Homestead & Vista Pointe;
- Planning Commission meets 8/19 on Siemens Property rezoning. They will forward a recommendation to Council;
- I contacted Kings Schools re: the small piece of school property on High Street that wasn't transferred when rest of property was transferred. The Board of Education is fine with it & Bruce is preparing the paperwork for this transfer; and
- I met with the County Facilities Director re: the Design-Build process & his experience with it. Our first step is to hire a Criteria Architect to develop general specifications for prospective firms. If anyone would like to walkthrough the old school, let me know.

**VILLAGE OF SOUTH LEBANON, OHIO  
RESOLUTION NO. 2015-\_\_\_\_\_**

**A RESOLUTION ADOPTING THE 2015 VILLAGE OF SOUTH LEBANON  
COMPREHENSIVE PLAN**

**WHEREAS**, the Council passed Resolution No. 2014-01 and the Village entered into a contract on 02/20/2014 with the Warren County Regional Planning Commission (RPC) for the RPC to provide consulting services to the Village in preparing for adoption a Comprehensive Plan; and,

**WHEREAS**, RPC has completed all the requirements per the contract and the Comprehensive Plan has been available on the Village's Website for public review and comment; and,

**WHEREAS**, the Village's Planning Commission recommended approval at its July 15, 2015 meeting; and,

**WHEREAS**, the Council now desires to adopt the 2015 Comprehensive Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Village of South Lebanon, at least a majority of all members elected thereto concurring:

**Section 1.** That the Council does hereby adopt the 2015 Comprehensive Plan, a copy of which is attached hereto and made a part hereof.

**Section 2.** The Fiscal Officer shall cause a copy of the Comprehensive Plan to be deposited with the County Recorder.

**Section 3.** That the Council is acting in its administrative capacity in adopting this Resolution.

**Section 4.** That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

**Section 5.** That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of Council in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted this 6th day of August, 2015.

Attest: \_\_\_\_\_  
Sharon Louallen, Fiscal Officer/Clerk    Lionel Harold Lawhorn, Mayor

First Reading –    /    /2015	Effective Date –    /    /2015
Second Reading –    /    /2015	
Vote - ____ Yeas ____ Nays	

Prepared by and approved as to form:

BRUCE A. McGARY  
VILLAGE SOLICITOR  
SOUTH LEBANON, OHIO

By: \_\_\_\_\_  
Date: \_\_\_\_\_

**VILLAGE OF SOUTH LEBANON, OHIO**  
**RESOLUTION NO. 2015-\_\_\_\_\_**

**A RESOLUTION FINDING THE PROPERTY LOCATED AT 83 N. SECTION STREET BEING A PART OF THE PROPERTY COMMONLY KNOWN AS THE COMMUNITY CENTER IS NOT NEEDED FOR ANY MUNICIPAL PURPOSE, AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AN ADVERTISEMENT FOR SEAL BIDS TO LEASE THE PROPERTY WITH A RESERVATION OF RIGHTS TO REJECT ALL BIDS, AND FURTHER AUTHORIZING THE FISCAL OFFICER TO ADVERTISE BY ABBRIEVATED PUBLICATION**

**WHEREAS**, Section 721.01 of the Ohio Revised Code enables the Village Council to lease real estate belonging to the Village when such real estate is not needed for any municipal purpose, and upon making such a finding such power must be exercised in accordance with the applicable provisions Chapter 721, inclusive, of the Revised Code; and,

**WHEREAS**, in accordance with Section 721.03, such lease of real estate may only occur upon the adoption of an Ordinance by a two-thirds vote of the members of Council to enter into a Contract to sell to the highest bidder, subject to a reservation to reject any and all bids re-advertise, after advertisement once a week for five consecutive weeks in a newspaper of general circulation within the Village, or after abbreviated publication per Section 7.16 of the Revised Code; and,

**WHEREAS**, the Village is the fee owner of real estate with improvements thereon acquired from the Board of Education of Kings Local School District of Warren County, Ohio, being a total of 3.188 acres, by virtue of a Quit-claim deed dated July 16, 2002, and recorded in Official Record Volume 2662, Page 411 of the office of the Warren County, Ohio Recorder; and,

**WHEREAS**, the Village has caused a survey and Re-plat of the said property to be prepared, that re-plats the property into three separate lots, including: Lot 1 consisting of 0.717 acres where the two story former school building is situated, and Lot 2 consisting of 1.403 acres where the one story former school building is situated (collectively referred to as the "Community Center"), and Lot 3 consisting of 1.068 acres that is improved, leased and occupied by the South Lebanon Early Learning Center; and,

**WHEREAS**, the Village is considering long-term leasing of building on Lot 2 (having an address of 83 N. Section Street), and the Council desires at this time to advertise to long term lease the building on Lot 2 with a reservation of rights to reject all bids.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Village of South Lebanon, Ohio, at least a majority of all members elected thereto concurring:

**Section 1.** That the Council finds the real estate and improvements at 83 N. Section Street (illustrated as Lot 2 of the Community Center Replat) is owned by the Village, and is not needed at this time for any municipal purpose; and,

**Section 2.** That the Council desires to and does hereby authorize the Village Administrator to prepare an invitation for sealed bids to lease the real estate and improvements at 83 N. Section Street (illustrated as Lot 2 of the Community Center Replat) as-is and where-is and subject to the invitation reserving to Council the right to reject all bids, and with the following obligations and restrictions: a lease the terms and conditions of which are approved by the Council and the Solicitor, including without limitation the lease being subject to existing leases and any rights of renewal, plus designated areas in the building being available for community functions; each successful bidder submitting a Capital Improvement Plan (CIP) that identifies specific improvements, a budget and timetable, with such improvements being at the sole cost of the successful bidder; the lease providing the successful bidder shall be solely responsible for all maintenance and utility costs during the term of the lease; the lease providing for the successful bidder being solely responsible for proving and maintaining at all times casualty and liability insurance with limits acceptable to the Council and with the Village being named an additional insured; the lease providing the successful bidder may sublease areas of the building only with the Council being made a Co-sublessor; the lease containing an acceptable termination clause; the lease providing that should the lease result in a revocation of the tax exempt status of the property, the successfully bidder shall be responsible for paying the real estate taxes and assessments.

**Section 3.** That the Council does hereby authorize the Fiscal Officer to advertise the said invitation in a newspaper of general circulation in the Village using the abbreviated publication process permitted in Section

7.16 of the Revised Code, which includes listing the Village's Website in such publications; and,

**Section 4.** That upon completion of the foregoing steps in Sections 1-3, no lease will be entered into until such time as Council approves by a two-thirds vote of the members of Council to move forward by passing a separate Ordinance to lease the property and accept the highest bid.

**Section 5.** That the Council is acting in its administrative capacity in adopting this Resolution.

**Section 6.** That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

**Section 7.** That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of Council in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted this    day of                      , 2015.

Attest: \_\_\_\_\_  
Sharon Louallen, Fiscal Officer/Clerk    Lionel Harold Lawhorn, Mayor

Rules Suspended:    /    /2015 (if applicable)                      Effective Date –    /    /2015

Vote - \_\_\_\_ Yeas  
      \_\_\_\_ Nays

First Reading –    /    /2015

Effective Date –    /    /2015

Second Reading –    /    /2015

Third Reading –    /    /2015

Vote - \_\_\_\_ Yeas  
      \_\_\_\_ Nays



Prepared by and approved as to form:

BRUCE A. McGARY  
VILLAGE SOLICITOR  
SOUTH LEBANON, OHIO

By: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/2015



## Union Village Retirement Community

327 N. Section Street • South Lebanon, Ohio 45065 • 513-494-1055  
TTY 800-750-0750

---

July 2, 2015

Dear Village Mayor and Council,

On June 18, our office received a notice that our utility bill dated 5/29/15 had not been paid and was overdue. The overdue charge was \$271. 07. I called the fiscal office of Warren County Community Services to discover what happened. A check (#4570) for that utility bill was issued on June 10 at the fiscal offices of WCCS and sent out. After talking with Anne in your offices, we agreed to wait a week to see if the check appeared in the mail. By June 29, the check was deemed lost since it never cleared the bank.

We are requesting that since we in good faith paid the bill, but the check was lost in transit, that you consider not charging us a late fee. That amount of money could be put to good use to meet the needs of the 44 senior citizens of South Lebanon that reside here at Union Village Retirement Community. We await your reply.

Sincerely,

A handwritten signature in cursive script that reads 'Jan Phipps'.

Janice Phipps  
Office Manager



## Jerry Haddix

---

**From:** Ann Herald  
**Sent:** Wednesday, August 05, 2015 2:07 PM  
**To:** Jerry Haddix  
**Subject:** FW: Target Corporation # 101-10737-00  
  
**Importance:** High

**From:** Candy Stout [mailto:CStout@ecova.com]  
**Sent:** Tuesday, August 04, 2015 7:28 PM  
**To:** Ann Herald <aherald@southlebanonohio.org>  
**Subject:** Target Corporation # 101-10737-00  
**Importance:** High

Good Morning. The current bill for this account has been assessed a late fee of \$64.63 which we are requesting be waived.

Customer: TARGET CORPORATION

Account #: 101-10737-00 Late Fee: \$64.63

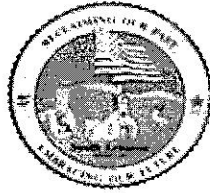
Please review this account and advise when we could expect to see a credit of (64.63) on this account.

Thank you for your consideration.

Candy Stout  
Billing Specialist



CStout@ecova.com  
T509 329 7771  
F509 321 0858



Village of South Lebanon  
99 N. High Street, South Lebanon, Ohio 45065  
513-494-2296  
fax: 513-494-1656  
[www.southlebanonohio.org](http://www.southlebanonohio.org)

## MEMORANDUM

**To:** Mayor and Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** August 18, 2015  
**Subject:** Employee Continuing Education Requests

---

Vikki Stickelman is requesting to attend Association of Mayor's Clerks of Ohio seminar in Dublin, Ohio, on September 17 & 18. Total cost would be under \$500.

Phil Kaufman is requesting to attend a U.S. EPA workshop in Cincinnati from August 25-27. Registration is free. Only additional cost would be parking reimbursement.

Phil is also requesting to attend an Ohio Rural Water Association training on October 20-21 in Wilmington. Registration \$155 for both days.

---

INTEROFFICE MEMORANDUM

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TO: MAYOR LAWHORN, COUNCIL AND JERRY HADDIX  
FROM: VIKKI STICKELMAN  
SUBJECT: FALL SEMINAR  
DATE: AUGUST 6, 2015  
CC:

I am requesting to attend the Association of Mayor's Clerks of Ohio Fall Seminar, September 17-18. This is a requirement for me to maintain my accreditation. I have attached a list of the expenses that I would have by attending this seminar. If you remember I was given permission to attend a New Mayor's Court Clerk meeting this past spring. However, Gary informed me that I would only be allowed to attend one so I chose not to attend that conference. This seminar is more informative and is recommended by association to attend.

Thank you,

Vikki

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# ASSOCIATION OF MAYOR'S CLERKS OF OHIO SEMINAR

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## HOTEL EXPENSE - EMBASSY SUITES

---

- ☐ \$132.00 per night x 2 nights = \$264.00 (plus tax)
- ☐ We are exempt from State Sales Tax & Occupancy/Bed Tax
- ☐
- ☐
- ☐
- ☐

---

## SEMINAR COST

---

- ☐ \$50.00
- ☐ Will apply for Judy Penn Memorial Fund which could pay for this fee
- ☐
- ☐
- ☐
- ☐

---

## TRAVEL EXPENSES

---

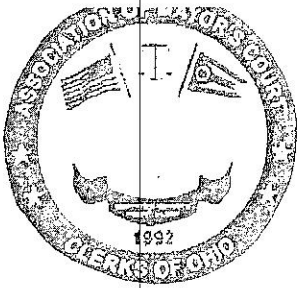
- ☐ I plan on riding with another Court Clerk, however if this does not happen I would be reimbursed for mileage.
- ☐ Total mileage 93 miles one way.
- ☐  $93 \times 2 = 186 \times .575 = \$106.95$
- ☐

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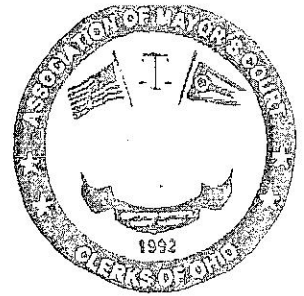
## MEALS

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- ☐ Will be reimbursed for the following meals:
- ☐ Wednesday supper, Thursday supper and Friday lunch
- ☐ The limit is stated in our Personal Policy Handbook that Council will establish the per diem amount yearly.
- ☐ The seminar usually provides lunch on Thursday. And the hotel usually provides breakfast daily.
- ☐



ASSOCIATION OF MAYOR'S COURT CLERKS OF OHIO  
AMCCO  
[www.ohiomayorscourtclerks.org](http://www.ohiomayorscourtclerks.org)



July 31, 2015

Dear Court Clerks:

It's time to register for the 2015 Fall Seminar for the Association of Mayor's Court Clerks of Ohio. The Fall Seminar will be held at the Embassy Suites, 5100 Upper Metro Place, Dublin, OH 43017. The date of the seminar is September 17 and 18, 2015.

The cost of the room is \$132.00 per night plus tax. The cut-off date for that price is **August 26, 2015**. The phone number to call to make your reservations is 614-790-9000 or 800-220-9219 and request "Association of Mayor's Court Clerks of Ohio Fall Convention group rate". You can also make a reservation on the Personalized Online Group link: [https://embassysuites.hilton.com/en/es/groups/personalized/C/CIMHESES-CLK-20150916/index.html?WT.mc\\_id=POG](https://embassysuites.hilton.com/en/es/groups/personalized/C/CIMHESES-CLK-20150916/index.html?WT.mc_id=POG). As a local government, we can be exempt from both the State Sales Tax and the Occupancy/Bed Tax by properly filling out and providing the required exemption form to Embassy Suites. In Order for you to be exempt from these taxes, the form of payment must be either a check from the city or a credit card from the city.

Please keep in mind that Embassy Suites has a 48 hour cancellation/change policy, so if you need to cancel your reservation, it must be done by 4:00 PM two (2) days prior to check-in or you will be charged for one night's room and tax.

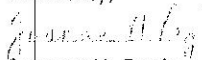
The cost of the seminar will be \$50.00 for members and \$100.00 for non-members. The additional \$50.00 makes you a member of the AMCCO. Registration deadline is **September 3, 2015**.

There was a situation that caught my eye at the Spring Seminar, namely, a clerk set up shop inside the conference room to sell jewelry. After a discussion with the Board members, the conclusion is that this is a practice that we should not permit to continue. This would be considered a "Vendor" and vendors pay a fee to set up outside the conference room not inside it. The only practice that would be permitted inside the conference room is the selling of raffle tickets for the "Past President's Raffle" as the proceeds from the raffie benefits the Education Committee.

I have enclosed information pertaining to the Judy Penn Memorial Education Fund.

Looking forward to seeing everyone in September.

Sincerely,

  
Joanne H. Regis  
President AMCCO

PS: Don't forget to bring a gift for the Past President's Raffle

Enclosures



ASSOCIATION OF MAYOR'S COURT CLERKS OF OHIO  
AMCCO  
[www.ohiomayorscourtclerks.org](http://www.ohiomayorscourtclerks.org)



FALL SEMINAR SEPTEMBER 17 AND 18, 2015  
EMBASSY SUITES  
5100 UPPER METRO PLACE  
DUBLIN, OH 43017  
TELEPHONE: 614-790-9000

Registration Information:

Name: Vikki Stickelman Title: Court Clerk  
Name of Court: South Lebanon Mayor's Court  
Address: 99 N. High St. PO Box 46  
City: South Lebanon State: Ohio Zip: 45065  
Telephone: 513 494 2296 Fax: 513 494 1686  
E-Mail Address: VStickelman@SouthLebanonOhio.org Region: SW

Type of Membership: Please check one

☒ Active  
☐ Associate  
☐ Affiliate

Please check if you are a new clerk

☐ New Clerk

Registration Payment and Deadline:

☒ \$ 50.00 Members  
☐ \$100.00 Non-Members

Please make check payable to: AMCCO

Mail to: Marcia Soos

Village of Shadyside

50 E. 39<sup>th</sup> St.

Shadyside, OH 43947

740-676-5972 – Phone

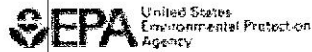
740-676-1084 – Fax

**REGISTRATION DEADLINE: SEPTEMBER 3, 2015**

**NO REFUND OF REGISTRATION IF CANCELLED LESS THAN 10 DAYS PRIOR TO THE CONFERENCE**



Menu



EPA Research

JERRY,  
I HIGHLIGHTED THE IMPORTANT  
INFO SO YOU DON'T HAVE TO READ  
THE ENTIRE THING.  
Phil,

# 12th Annual U.S. EPA Drinking Water Workshop - Small Drinking Water Systems: Challenges and Solutions

## Date and Time

Tuesday 08/25/2015 8:30AM EDT to Thursday 08/27/2015 11:30AM EDT

[Add to Calendar](#)

## Details

Approximately 94% of drinking water systems in the United States are “small systems” serving 10,000 or fewer customers. Because of their small size, many of these small systems have technical, operational, managerial and financial challenges in providing safe drinking water to their consumers. To aid them in overcoming the many challenges they face, small systems rely on the technical assistance and advice provided by their state and local officials.

To support the efforts of state and local officials to assist small systems, the U.S. EPA has conducted a yearly workshop for the past 11 years to provide timely information on a variety of drinking water topics including drinking water regulations, compliance issues, emerging contaminants, and treatment technologies.

U.S. EPA’s first workshop was held in 2004 by invitation only. It was designed for state staff working with small communities to install arsenic treatment technologies. At the encouragement of state agencies, the annual workshop was open to the public in 2008 and has been expanded to include the many topics of concern to small drinking water systems.

## Workshop Overview

The 12th annual workshop will provide in-depth training and information on various solutions and strategies for handling small systems problems and compliance challenges. The workshop offers multiple sessions and activities:

- Opening session
- Technical sessions
- Breakout groups
- Wrap-up session
- Optional tours of U.S. EPA's research facilities

## Who Should Attend?

The workshop is primarily designed for state personnel responsible for drinking water regulation compliance and treatment technology permitting. However, past workshops have attracted attendees from numerous other disciplines:

- Design engineers
- Technical assistance providers
- Consulting firms
- Equipment manufacturers
- Academia
- Small systems owners
- Certified water systems operators

Past workshops have attracted up to 250 participants with as many as 80 state personnel representing over 40 state drinking water programs.

## Agenda and Topics

The workshop will begin at 8:30 a.m. on Tuesday, August 25, 2015, and is anticipated to conclude at approximately 11:30 a.m. on Thursday, August 27, 2015.

The following topics will be included this year:

- Lead and Copper Rule
- Revised Total Coliform Rule (RTCR)
- Cyanotoxins
- Legionella
- Fluoridation
- Disinfection and DBPs
- Small Systems Treatment
- Distribution System Issues
- Emerging Contaminants
- Other Small Systems Information

Download EPA Drinking Water Workshop Agenda

## Speakers

Speakers will include U.S. EPA staff, state personnel, engineering consultants, and university professors.

## Workshop Registration

The workshop is free to the public, so there is no registration fee to attend. Register for the Workshop.

## Workshop Location

Driving Directions

## Lodging

Hyatt Regency Cincinnati  
151 West Fifth Street  
Cincinnati, OH 45202  
Tel: 513-579-1234 .  
Website: [www.cincinnati.hyatt.com](http://www.cincinnati.hyatt.com)

A block of rooms has been reserved at the **Hyatt Regency Cincinnati**; rooms are available on a first-come, first-served basis. For reservations, book a room online, or call (888) 421-1442 . . You must mention the group code “USEPA12” or “**12th Annual U.S. EPA Drinking Water Workshop**” in order to receive the group rate of \$132.00 for single/double occupancy rooms plus 17.5% tax per night. The cut-off date for reservations within the group room block is **Monday, August 3, 2015**.

High-speed wireless Internet is complimentary in the guest rooms and the hotel lobby. To upgrade to premium high-speed Internet, there is a charge of approximately \$4.75 for 24 hours.

Reservations must be guaranteed with a major credit card. Check-in time is 4:00 p.m. and checkout time is 11:00 a.m. To cancel a reservation, you must notify the hotel at least 24 hours prior to scheduled arrival and obtain a cancellation number to avoid a penalty equal to one night’s stay plus tax.

If you have any trouble obtaining the group rate, please contact Alina Martin, Leidos, at [martinali@leidos.com](mailto:martinali@leidos.com).

## Transportation Options

The hotel is located approximately 13 miles from CVG airport.

**Executive Transportation Shuttle:** On-call service is provided to hotels and other locations throughout greater Cincinnati and northern Kentucky. Shuttles to downtown Cincinnati cost approximately \$22.00 one-way and \$32.00 round-trip, per person. Walk-up service is available or you may call in advance to guarantee a reservation. Service is available via the Executive Transportation shuttle desk in the baggage claim area. For more information, call (859) 261-8841 . or (800) 990-8841 . .

**Taxi Service:** For cab service, visit the taxi desk in the baggage claim area. Service is available 24 hours a day. The fare from the airport to downtown Cincinnati is approximately \$34.00. Call (859) 767-3260 for more information.

**Rental Cars:** Courtesy phones are located near the exits in the baggage claim area for making rental arrangements. Shuttles are available every 5–10 minutes to take you to the rental company of your choice. Catch the shuttle at the end of the terminal, past baggage carousel 5/6.

## Inquiries

Inquiries about the workshop or lodging may be directed to Alina Martin of Leidos, Inc. (U.S. EPA contractor) at (858) 432-3750 or [martinali@leidos.com](mailto:martinali@leidos.com).

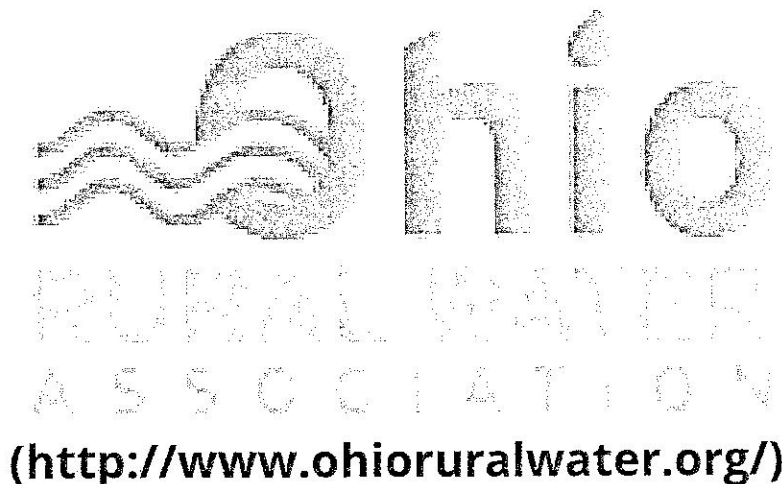
## Hosted By

EPA's Office of Research and Development, National Risk Management Research Laboratory, EPA's Office of Water, Office of Ground Water and Drinking Water, Association of State Drinking Water Administrators

## Event Type

Conference

Last updated on July 22, 2015



(http://www.ohioruralwater.org/external/wcpages/join-us/application.aspx) | Sitemap (http://www.ohioruralwater.org/sitemap.html)

alwaterohassoc.wliinc34.com/external/wcpages/join-us/application.aspx) | Sitemap (http://www.ohioruralwater.org/sitemap.html)

Search

See

REGISTRATION will  
NOT BE ON WEBSITE  
UNTIL AFTER 8-24-2015  
MEMBER - \$155, <sup>OD</sup> <sub>BOTH DAYS</sub>  
CREDIT HRS. = 12 TOTAL

TRAINING ([HTTP://WWW.OHIORURALWATER.ORG/TRAINING.HTML](http://www.ohioruralwater.org/training.html))

EVENTS ([HTTP://WEB.OHIORURALWATER.ORG/EVENTS](http://web.ohioruralwater.org/events))

LEGISLATIVE ([HTTP://WWW.OHIORURALWATER.ORG/LEGISLATIVE.HTML](http://www.ohioruralwater.org/legislative.html))

MEMBERSHIP ([HTTP://WWW.OHIORURALWATER.ORG/MEMBERSHIP.HTML](http://www.ohioruralwater.org/membership.html))

ABOUT ([HTTP://WWW.OHIORURALWATER.ORG/ABOUT.HTML](http://www.ohioruralwater.org/about.html))

## 2015 ORWA Fall Expo & Sportsman's Outing

Tuesday, October 20, 2015

8:00 AM - Wednesday,

October 21, 2015 4:00 PM

The Robert's Centre  
123 Gano Rd  
Wilmington, OH 45177

The Annual Training event geared towards Operators and Vendors in the Water and Wastewater industries. Save the date. Registration begins in August!

We are currently accepting registrations from Exhibitors. Please feel free to use our new, convenient online registration. Simply click the Register button, choose which items you wish to register for, and fill in the resulting forms.

You may also download a PDF copy of our Exhibitor Registration Form  
(<http://web.ohioruralwater.org/External/WCPages/WCWebContent/WebContentPage.aspx?ContentID=89>)

We look forward to seeing you at The Expo!

Event Item Name	Expires	Pricing	Register
Exhibitor Registration - Previous Attendee	Oct 20, 2015	\$150.00	( <a href="https://ohioruralwaterohassoc.wliinc34.com//events/2015-ORWA-Fall-Expo-Sportsman%27s-Outing-384/register">https://ohioruralwaterohassoc.wliinc34.com//events/2015-ORWA-Fall-Expo-Sportsman%27s-Outing-384/register</a> )
Exhibitor Registration - ORWA Member	Oct 20, 2015	\$350.00	
Exhibitor Registration - Non-Member	Oct 20, 2015	\$450.00	
Exhibitor Registration - Extra Person (beyond 2)	Oct 20, 2015	\$25.00	
Event Sponsorship - Platinum Level	Oct 20, 2015	\$500.00	
Event Sponsorship - Gold Level	Oct 20, 2015	\$300.00	
Event Sponsorship - Silver Level	Oct 20, 2015	\$150.00	
Event Sponsorship - T-Shirt	Oct 20, 2015	\$50.00	

### Related Links

Weather  
(<http://www.weather.com/search/enhancedlocalsearch?where=Wilmington%2c+OH>)

Map  
(<https://maps.google.com/maps?q=123%20Gano%20Rd,%20Wilmington%20OH,%2045177>)

Register

(<https://ohioruralwaterohassoc.wliinc34.com//events/2015-ORWA-Fall-Expo-Sportsman%27s-Outing-384/register>)

JK (<http://www.cobank.com/>)



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55 Whites Road - Zanesville, OH 43701  
Phone: (740) 455-3911 | [ORWA@ohioruralwater.org](mailto:ORWA@ohioruralwater.org)  
(<mailto:ORWA@ohioruralwater.org>)



(<http://www.weblinkinternational.com>)