

# COUNCIL AGENDA



**Village Council Meeting**  
**6:30 P.M. Thursday, December 3, 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. None
5.	<b>Open Forum</b>
6.	<b>Approval of Meeting Minutes</b> A. None
7.	<b>Emergency Resolutions/Ordinances and Third Reading of Resolutions/Ordinances</b> A. Third Reading - Adoption of Warren County 2015 Hazard Mitigation Plan B. Emergency –Resolution to Approve Fiscal Year 2016 Community Development Block Grant (CDBG) Application C. Emergency – Ordinance 2015-35 – Approve Temporary Appropriations for Fiscal Year 2016
8.	<b>Village Administrator Reports (non-legislative)</b> A. Administrator Update Memo
9.	<b>New Business</b> A. Second Reading – Resolution to Approve Addendum to the Contract with the Warren County Sheriff for CY2016 B. Second Reading – Resolution to Approve Purchase Agreement and Closing Documents to Acquire 20 N. High Street from Kings Local School District C. Motion to approve invoices to be paid
10.	<b>Old Business</b> A. None
11.	<b>Committee Reports and Communications</b> A. None
12.	<b>Council Member Comments</b>
13.	<b>Village Administrator Comments</b>

14.	<b>Village Solicitor Comments</b>
15.	<b>Warren County Sheriff – Sergeant Boylan’ s Comments</b>
16.	<b>Mayor’s Comments</b>
17.	<b>Executive Session</b> A. None
18.	<b>Adjournment</b>

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, December 17, 2015 at 6:30 PM.*

## MEMORANDUM

**To:** Mayor & Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** November 17, 2015  
**Subject:** Adoption of County's Hazard Mitigation Plan

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Attached is a resolution to adopt the County's recently approved Hazard Mitigation Plan. The full 209 pages of the Plan is available of our website. I will provide a link in the "Posts" section.

Let me know if you have any questions.

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

**A RESOLUTION ADOPTING THE 2015 HAZARD MITIGATION PLAN AS  
THE OFFICIAL HAZARD MITIGATION PLAN OF THE VILLAGE OF  
SOUTH LEBANON**

**WHEREAS**, the Village of South Lebanon, Warren County, Ohio is most vulnerable to natural hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

**WHEREAS**, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the Federal Emergency Management Agency (FEMA) a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

**WHEREAS**, the Village of South Lebanon acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds; and

**WHEREAS**, the Warren County 2015 Hazard Mitigation Plan has been developed by the Warren County Emergency Management Agency in cooperation with other county departments, and officials and citizens of the Village of South Lebanon; and,

**WHEREAS**, a FEMA-required public participation process consistent with the requirements of DMA 2000 was conducted to develop the Warren County 2015 Hazard Mitigation Plan; and

**WHEREAS**, , the Warren County 2015 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments.

**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 Warren County 2015 Hazard Mitigation Plan, a copy of which is attached hereto, is hereby adopted as the official Hazard Mitigation Plan of the Village of South Lebanon; and,

**Section 2.** That the respective officials and agencies identified in the implementation strategy of the Warren County 2015 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

**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    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

## MEMORANDUM

**To:** Mayor & Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** December 1, 2015  
**Subject:** CDBG Application

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The CDBG application will be complete by the 12/3 meeting. The proposed project includes the reconstruction on High Street from Pike Street to Forrest Avenue. Attached is the cost estimate from Choice One Engineering. The total estimated cost of the project is **\$373,527**. The proposed budget is as follows:

CDBG funds	\$125,000
Village General fund	\$113,727
Village Sewer Fund	\$71,500
Village Utility Maintenance Fun	<u>\$63,300</u>
<b>TOTAL</b>	<b>\$373,527</b>

The application is due January 6, 2016 to the County.

Let me know if you have any questions.

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

**A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND  
FISCAL OFFICER TO EXECUTE A FISCAL YEAR 2016 (FY2016)  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION  
AND FURTHER AUTHORIZING THE VILLAGE ADMINISTRATOR TO  
PROCESS THE APPLICATION WITHOUT DELAY TO THE WARREN  
COUNTY OFFICE OF GRANTS ADMINISTRATION, AND DECLARING  
AN EMERGENCY**

**WHEREAS**, the deadline for FY2016 CDBG applications to be delivered to the Warren County Office of Grants Administration is January 6, 2016; and,

**WHEREAS**, the Village desires to apply for the said FY2016 CDBG for the rehabilitation of High Street [extending from Pike Street to Forrest Avenue]; and,

**WHEREAS**, the estimated cost of each Project is as follows:

Project	Village Engineer's Cost Estimate
High St Rehabilitation	\$373,527

**WHEREAS**, immediate action is required for the Village to timely submit a FY2016 CDBG application which is due no later than Friday, January 6, 2016, and such action is necessary in order to preserve the public peace, health, safety or welfare of the Village.

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

**Section 1.** That the Council approves and authorizes the Mayor and Fiscal Officer to execute a FY2016 CDBG application for said Project, a copy of which is attached hereto.



**Section 2.** That the Village Administrator shall process the executed Application to the Warren County Office of Grants Administration without further delay.

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

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

**Section 5.** That this Resolution is hereby declared to be an emergency measure in accordance with Ohio Rev. Code § 731.30 for the immediate preservation of the public peace, health, safety and general welfare; and, this Resolution shall be in full force and effective immediately upon its passage.

**Section 6.** 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 3rd day of December, 2015.

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

Rules Suspended: 12/3/2015 (if applicable) 12/3/2015	Effective Date –
Vote - ____ Yeas ____ Nays	
First Reading – / /201__ /2015	Effective Date – /
Second Reading – / /201__	
Third Reading – / /2015	

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

Prepared by and approved as to form:

BRUCE A. MCGARY  
VILLAGE SOLICITOR  
SOUTH LEBANON, OHIO

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

Date: 12/3/2015

## MEMORANDUM

**To:** Mayor & Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** December 1, 2015  
**Subject:** Administrator Update

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Here is an update on some of the ongoing projects/issues:

- Bruce and I are working on the lease for the Community Center with Joshua's Place. It should be ready by the next meeting;
- Skip, Bruce, and I met with the Van Schoyck's and Williams' re: the Homestead Drive gate easement. Bruce can give an update on this item;
- Trane is getting bids for the hvac & electrical contractors for the 2 story building;
- The Board of Elections is going to be using the gymnasium again for all of the South Lebanon precincts beginning in the March primary;
- The next phase of Woodknoll should be submitted as soon as we execute a maintenance agreement which is in process.
- As an FYI, I've contacted Midland Atlantic to fix the street lights and damages guardrail on Corwin Nixon Blvd.

## MEMORANDUM

**To:** Mayor & Village Council  
**From:** Jerry Haddix, Village Administrator  
**Date:** December 1, 2015  
**Subject:** 2016 Sheriff Contract Addendum

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Attached a resolution and contract addendum for the contract with the Warren County Sheriff's Office for 2016. The addendum that was originally submitted contained an error and the total amount subsequently was reduced. Here are the proposed changes for 2016 from the 2015 contract:

- Salaries and associated fringe benefits increase **2.3%**;
- Increase in overtime from \$70,000 to \$80,000; and
- Total annual increase from \$485,917.86 to \$520,280.48

Please let me know if you have any questions

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

**A RESOLUTION APPROVING AND AUTHORIZING MAYOR AND  
FISCAL OFFICER TO EXECUTE AN ADDENDUM TO THE AGREEMENT  
WITH WARREN COUNTY SHERIFF AND WARREN COUNTY  
COMMISSIONERS FOR POLICE PROTECTION IN THE VILLAGE OF  
SOUTH LEBANON FOR THE CALENDAR YEARS 2016**

**WHEREAS**, providing public safety is one the most critical functions of local municipal government; and,

**WHEREAS**, the Village, the Sheriff and the Warren County Commissioners entered into an Agreement for Police Protection dated August 24, 1998, and the Agreement was thereafter amended in 2002, 2006, 2008, 2012, and most recently a three (3) year term to include 2015, 2016, and 2017, and,

**WHEREAS**, the Sheriff desires to enter into an Addendum to the said Agreement for Police Protection with the Village for the calendar years 2016, thereby amending the Agreement for Police Protection with the only modifications being a three year term and an increase in the cost for the 2016 services, all other terms and conditions shall remain the same.

**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 approves and authorizes the Mayor and Fiscal Officer to execute the Addendum to the Police Protection Agreement for police protection in the Village of South Lebanon for the calendar year 2016, a copy of which is attached hereto.

**Section 2.** Authorizing the Fiscal Officer to pay invoices relating to the said Addendum once billed and received for police protection services for calendar year 2016 without further action of Council, but further action of Council shall be required prior to paying invoices for 2017.

**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 \_\_\_ day of \_\_\_\_\_, 2015.

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

Rules Suspended:	(if applicable)	Effective Date –
Vote - ___ Yeas ___ Nays		
First Reading – / /2015		Effective Date – / /
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: \_\_\_\_\_

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

**A RESOLUTION APPROVING AND AUTHORIZING MAYOR AND  
FISCAL OFFICER TO EXECUTE A PURCHASE AGREEMENT AND  
CLOSING DOCUMENTS TO ACQUIRE 20 N. HIGH STREET IN THE  
VILLAGE OF SOUTH LEBANON FROM KINGS LOCAL SCHOOL  
DISTRICT**

**WHEREAS**, the Kings Local School District has offered to convey the real property located at 20 N. High Street to the Village; and,

**WHEREAS**, the Village desires to enter into a Purchase Agreement with Kings Local School District and consummate the transaction.

**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 approves and authorizes the Mayor and Fiscal Officer to execute the Purchase Agreement, a copy of which is attached hereto, and all necessary Closing Documents prepare and/or approved by the Village Solicitor.

**Section 2.** Authorizing the Fiscal Officer to pay the consideration stated in the Purchase Agreement, and upon closing to timely file an application for exemption of real property taxes with the County Auditor.

**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 \_\_\_\_ day of \_\_\_\_\_, 2015.

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

Rules Suspended:	(if applicable)	Effective Date –
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____ Nays		
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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: \_\_\_\_\_



# COUNCIL AGENDA



**Village Council Workshop Meeting**  
**7:00 P.M. Thursday, December 3, 2015**  
**Village Administration Building**  
**99 High Street**  
**South Lebanon, Ohio 45065**

	<b>Agenda Item</b>
1.	<b>Call to Order</b>
2.	<b>Roll Call</b>
3.	<b>Pledge of Allegiance</b>
4.	<b>Guest Speakers</b> A. None
5.	<b>Open Forum</b>
6.	<b>Village Administrator Reports (non-legislative)</b> A. Report by Tony Ledford, Superintendent
7.	<b>New Business</b> A. None
8.	<b>Old Business</b> A. None
9.	<b>Committee Reports and Communications</b>
10.	<b>Solicitor's Comments</b>
11.	<b>Warren County Sheriff's Department Comments</b>
12.	<b>Council Member's Comments</b>
13.	<b>Mayor's Comments</b>
14.	<b>Adjournment</b>

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 Village Council Workshop Meeting will be on Thursday, January 7, 2015 at approximately 7:00 PM.*