

**CITY OF SOUTH LEBANON  
REGULAR MEETING MINUTES  
November 4, 2021  
6:30 P.M.**

1. Mayor Smith opened the meeting at 6:30 p.m. with the Pledge.
2. ATTENDANCE

Linda Allen – Present  
Linda Burke – Present  
Bryan Corcoran – Present

Maryan Harrison – Present  
Bill Madison – Absent  
Rolin Spicer – Present

3. Mayor Smith opened the floor to the public regarding the Stone Brook “no parking” issue.

Peter Geraci, 5450 Station Dr., South Lebanon, came back to answer two questions that had been brought up at the October 21, 2021, Council meeting. He had a handout for the Council members containing a list of street names within Stone Brook that they would like to have the “No Parking” signs added to and to share information from his communication with Hamilton Township Fire Chief Reese; this information had been sent by email to the Council as well; restating that this is a follow-up to the request for No Parking signs on all 12 streets. There was a discussion regarding the street widths information which was gathered from the Warren County GIS Mapping and the widths of the gutters as they are considered as part of the street width. Fire Code does not include the widths of the gutters which is why he used the GIS measurements. The letter from Chief Reese stated that he is supportive of the Fire Code and No Parking in the areas in Stone Brook.

Jennifer Webster, 373 Old Willow Ct., South Lebanon, stated that she lives in the back of the Stone Brook subdivision, and she does not believe that the one-sided parking should be mandated in the reserve section of the neighborhood. There have not been any issues with parking for the 13 years that she has lived there. Jerry Haddix asked which streets that included besides Willow Ct., to which Webster stated that it starts at the corner of Creek Park Dr. and Forest Edge Dr. and everything to the East. It is the rest of Creek Park Dr., Creekborough Ct., and all of Old Willow Ct..

Mayor Smith closed the floor to the public regarding the Stone Brook “no parking” issue.

4. GUESTS

Zach McDaniel, Talbert House Prevention Services, spoke on the new initiative “Be One of Us” that they have launched in Warren and Clinton counties regarding binge drinking. A handout folder was given to the Council members. This new initiative is based on adult behaviors. There are 3 action steps: binge drinking awareness, combating misconceptions, and providing education. McDaniel shared that 15% of Warren County

adults report being binge drinkers, this equates to roughly 26,000 people. The Ohio Medicaid Assessment Survey is an online tool that shows that Middle class Ohioans lead the way in binge drinking rates for the last 7 years straight. People need low risk drinking guidelines/action steps to drink responsibly; 1 drink per hour, 2 drinks per day, no more than 3 drinks at any one occasion. People also need to understand what a standard drink is; a standard beer is 12 oz at 5% alcohol.

5. Mayor Smith opened the floor to the public.

Mayor Smith closed the floor to the public.

#### NEW BUSINESS

6. ORDINANCE 2021-32, AN ORDINANCE APPROVING REVISIONS TO THE MINIMUM AND MAXIMUM PAY RATES OF THE CITY'S COMPENSATION PAY SCALE, AND DECLARING AN EMERGENCY

Tina Williams, Fiscal Officer, stated that the Finance Committee had met last week and discussed the current pay scale and how competitive we are in the current labor market; adding that we want to stay competitive and attract the best applicants to our city.

A motion to waive the three-reading rule was made by Burke, seconded by Corcoran, all yeas. By title only, Ordinance 2021-32, a motion to adopt was made by Burke, seconded by Corcoran, all yeas.

Corcoran commented that he is on the Finance Committee and one of the issues that he has with the pay scale is that we have a highly qualified individual working for us that he feels is undercompensated and that would be Tina Williams. He would like to see her pay increased to \$85,000/year. His concern is that if we do not have a pay scale that is commensurate with the abilities then we risk losing quality employees.

**A motion to make Tina Williams a permanent employee was made by Burke, seconded by Corcoran, all yeas.**

**A motion to make Jeff Boylan a permanent employee was made by Burke, seconded by Corcoran, all yeas.**

**A motion to increase the pay for the Fiscal Officer, Tina Williams to \$85,000 per year beginning January 1, 2022 was made by Corcoran, seconded by Burke, all yeas.**

Mayor Smith stated that an ordinance will be prepared for the pay increase for Tina Williams however this shows the intent of the Council.

7. RESOLUTION 2021-51, A RESOLUTION AUTHORIZING AN APPLICATION TO THE WARREN COUNTY CHAMBER ALLIANCE FOR THE FY 2023-2024 STATE CAPITAL BUDGET PROCESS, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Burke, seconded by Corcoran, all yeas. By title only, Resolution 2021-51, a motion to adopt was made by Corcoran, seconded by Burke, all yeas.

8. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$235,531.97) was made by Burke, seconded by Corcoran, all yeas.

9. APPROVAL OF MEETING MINUTES

Regular Meeting – October 7, 2021

Workshop Meeting – October 7, 2021

A motion to adopt the minutes was made by Burke, seconded by Harrison, all yeas.

OLD BUSINESS

10. RESOLUTION 2021-47, SECOND READING, APPROVING AGREEMENT WITH THE WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT FOR CALENDAR YEAR 2022

11. COMMUNICATIONS & REPORTS

Mayor Smith

- a. Shared that we have the certificates from Congressman Chabot, stating that he had flown flags on 2 occasions for us: one for becoming a city and another on behalf of the Veteran's Memorial.
- b. Creech's Landscaping donated the stone and manpower to put the stone in. Mayor Smith would like to send a special letter from the City to thank them and recommend their services to others.

**A motion was made to send a thank you letter to Creech's Landscaping by Corcoran, seconded by Burke, all yeas.**

- c. Donations are still coming in for the Veteran's Memorial. Once it is complete a final number will be given to the Council which will include the donations of both cash and in kind.
- d. Waffle House will be the 1<sup>st</sup> business to open under City status. We will be doing a proclamation for them once we know the exact day they will be opening. Jerry Haddix commented that it should be mid-November.

- e. Lowe's has now given us a budget for the electric. They have also donated all of the landscaping for the Memorial as well as the Municipal Building.
- f. Shared that while in Washington DC for the Chamber Fly-In, Warren County was able to set the wreath at the Tomb of the Unknown Soldier.
- g. Congratulated Brenda Combs on her election to the Council.
- h. Mentioned having the swearing in ceremony for the Council here on December 2, 2021. Burke stated that we could have some refreshments.
- i. Stated that they are still in need of getting the Council photo taken for the Congressional Record, it must be the current group.

Fiscal Officer Tina Williams

- a. Thanked the Council and noted how much she has enjoyed her time here so far.

Administrator Jerry Haddix

- a. Shared that there will be a Municipal League Christmas dinner at Heatherwoode on December 8, 2021.
- b. The United Way campaign drive has a deadline of November 19, 2021. You may select a specific organization to donate to or you may donate to the United Way in general. It was noted that Burke is on the Warren County United Way board.
- c. The Warren County Economic Outlook breakfast is scheduled for November 23, 2021, from 7:00 a.m. to 9:00 a.m. at the Warren County Fairgrounds. The cost is \$40 for Chamber Affiliate Members; Haddix will verify if we would qualify for the lower cost. RSVP by November 18, 2021.
- d. The Auburn Grove Subdivision plat has been recorded with 42 lots.
- e. We have hired a new Utility Clerk, her name is Karen Woodward and she will be starting on November 15, 2021.
- f. The Lebanon Road paving was completed yesterday, and the striping is projected to be completed on Saturday, after that the road should be opened. Burke commented that the speed limit needs to be revisited.
- g. As for the Stone Brook parking issue, we need to go ahead and prepare and ordinance with three readings for the next meeting. It is suggested that Mr. Geraci distribute the information out to the residents so that they have adequate opportunity to provide their input. Mr. Geraci commented that all of the

information is available on their website, on Facebook, and all residents have been emailed.

Assistant Administrator Jeff Boylan

- a. Did not have anything to share.

Solicitor Andrew Meier

- a. The projected date for the presentation regarding the alternative forms of government is in 2 weeks, November 18, 2021.

Sgt. Corey Adams

- a. The Sheriff's Office website is updated to show the change from Village to City.

Bill Madison

- a. Absent from meeting.

Bryan Corcoran

- a. Congratulated the newly elected Council members, including Brenda Combs.
- b. The dedication for the Veteran's Memorial is now tentatively scheduled for the week before Memorial Day. Mayor Smith commented that then on Memorial Day they can lay a wreath for the Unknown Soldier.

Linda Burke

- a. Thanked everyone who ran in the election, and the administrative staff for all their help with the Utility Clerk interview process.
- b. Thanked Deputy Pangallo and updated the Council on the recent issue at her residence with medication being stolen from her mailbox.
- c. Shared that she understands the No Parking issues as in her neighborhood there are Fire Lanes that people do park in.
- d. Stated that there is a Century Link pole on Mason Morrow Millgrove Road that is broken.
- e. Spoke on United Way and the campaigns that had fallen to the wayside because of Covid and how they are trying to regroup them now.

Linda Allen

- a. Spoke on the election and commented on what a great race it was.


Maryan Harrison


- a. Congratulated the newly elected Council members and thanked the Deputies for all that they do. Also, thanked Congressman Chabot's office for being so fast with the request for the flags and certificates.

Rolin Spicer

- a. Thanked the newly elected Council members and the voters.

12. Mayor Smith asked for a motion to adjourn the meeting at 7:31 p.m. A motion was made by Burke, seconded by Corcoran, all yeas.

  
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Petrina D. Williams, Fiscal Officer

  
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James D. Smith, Mayor

For an audio copy of the Nov. 4, 2021 minutes of the City of South Lebanon Council regular meeting, please contact Fiscal Officer at [twilliams@southlebanonohio.org](mailto:twilliams@southlebanonohio.org).