

**CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
November 18, 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 – Absent

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

3. GUESTS

Richard Bertagna, Lebanon Area Chamber of Commerce, shared that the Lebanon Christmas parade will be on December 4, 2021 at 7:00 p.m. There are 2 boxes reserved for the South Lebanon Council; if you will be attending please email the Chamber to let them know. Beginning in January 2022 there will be 2 assistants in the marketing department to assist Angie. They will be meeting with Brenda Combs to see if they can assist her in enhancing any of the efforts she has going through the Historical Society. South Lebanon just needs to let the Chamber know what they need and they will assist.

Bella Ledford, 1325 Shawhan Road, Morrow, discussed the South Lebanon Christmas Horse Parade on December 11, 2021 at 4:30 p.m. (line-up is at 4:00 p.m.) and the need to have some of the streets blocked off as well as having some no parking areas for spectators to view the parade. A handout showing the route was shared with the Council. There is a 20-person wagon available for the Council, let Linda Burke know if you are interested in riding. The Council will be handing out candy canes from the wagon. Kings Point Church would like to do a hot chocolate booth and will need some extension cords.

Peter Geraci, 5450 Station Drive, South Lebanon, gave a follow-up response to the emails regarding the No Parking request in Stone Brook. Further stating that the entire subdivision needs to have the same regulation regarding parking, it should not be on a street-by-street basis.

Graham Hastings, 4566 Kelly Court, South Lebanon, spoke on the water pressure in the Riverside subdivision. Discussion ensued regarding the difference between water pressure and water volume. The water pressure in Riverside is between 35-45 psi; per Haddix the original estimate for that subdivision was 43 psi which does meet the EPA requirements. Hastings was informed on the option of using a booster pump and how that could help the situation. There was also a discussion regarding possible surveyors walking through his backyard and Sutton Drive being blocked at the bottom of the hill by the development going on there.

4. Mayor Smith opened the floor to the public.

Jody Davis, 113 E. Forest Avenue, South Lebanon, reported on the parking issues on Forest Avenue. There is an RV camper that parks along the street and makes it impossible for her to see oncoming traffic when backing out of her driveway. She was actually hit on November 7, 2021 while backing out. Photos of the street were left with the Council to show the restricted driving space. There is currently no parking on the opposite side of the street and Davis would like to see no parking on either side of the street from High Street to Section Street. Haddix commented that he would look into it.

Mayor Smith closed the floor to the public.

NEW BUSINESS

5. RESOLUTION 2021-52, A RESOLUTION APPROVING AND AUTHORIZING THE FISCAL OFFICER TO TRANSFER FUNDS FOR FISCAL YEAR 2021, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Burke, seconded by Madison, all yeas. By title only, Resolution 2021-52, a motion to adopt was made by Madison, seconded by Burke, all yeas.

6. ORDINANCE 2021-33, AN ORDINANCE TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF SOUTH LEBANON, STATE OF OHIO, FOR THE PERIOD OF JANUARY 1, 2021 THROUGH DECEMBER 31, 2021, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Burke, seconded by Madison, all yeas. By title only, Ordinance 2021-33, a motion to adopt was made by Madison, seconded by Burke, all yeas.

7. ORDINANCE 2021-34, FIRST READING, AN ORDINANCE AMENDING ORDINANCE 2020-24 REGARDING THE CITY'S VACATION POLICY AS DEFINED IN SECTION 6.02 OF THE CITY OF SOUTH LEBANON'S PERSONNEL POLICY AND PROCEDURE MANUAL

Madison asked if employees needed to be listed by name to which Williams stated that it wasn't necessary because it's an overall policy change for the City and includes all current and future employee. There are currently 4 individuals on staff that would benefit from the change now. This change will help us be more competitive in the labor market as we go forward.

Madison asked about previous employees we have hired from other municipalities in the past and if they would benefit from this to which Williams remarked that beginning January 1, 2022 they would be earning at a hire rate with their prior service time being included.

Madison asked if there is a policy currently in place that accepts vacation time accrued from other municipalities to which Williams stated that there is not however this would change that. Williams further stated that the only employees who are excluded, because of the Ohio Revised Code not allowing us to grant prior service time, are any individuals who have previously retired from a State of Ohio retirement system such as OPERS.

A motion to suspend the three-reading rule was made by Madison, seconded by Burke, all yeas. By title only, Ordinance 2021-34, a motion to adopt was made by Burke, seconded by Madison, all yeas.

8. ORDINANCE 2021-35, FIRST READING, AN ORDINANCE APPROVING THREE WEEKS OF VACATION ACCRUAL FOR THE CITY OF SOUTH LEBANON'S ASSISTANT ADMINISTRATOR

Allen asked for an explanation of what 3 weeks of accrual actually meant to which Haddix remarked that the Assistant Administrator would receive 3 weeks' vacation accrual annually until he reaches 14 years of service unless Council decides to do something different in the future.

A motion to suspend the three-reading rule was made by Allen, seconded by Burke, all yeas. By title only, Ordinance 2021-35, a motion to adopt was made by Madison, seconded by Burke, all yeas.

9. ORDINANCE 2021-36, FIRST READING, AN ORDINANCE AMENDING ORDINANCE 2021-8 ESTABLISHING THE COMPENSATION OF FISCAL OFFICER, PETRINA D. WILLIAMS

A motion to suspend the three-reading rule was made by Burke, seconded by Madison, all yeas. By title only, Ordinance 2021-36, a motion to adopt was made by Madison, seconded by Allen, all yeas.

10. ORDINANCE 2021-37, FIRST READING, AN ORDINANCE ESTABLISHING A NO PARKING REGULATION AND AUTHORIZING NO PARKING FIRE LANE SIGNAGE THROUGHOUT THE STONEBROOK SUBDIVISION

11. ORDINANCE 2021-38, FIRST READING, AN ORDINANCE ESTABLISHING WARDS WITHIN THE CITY OF SOUTH LEBANON AS REQUIRED BY OHIO REVISED CODE 731.06, AND DECLARING AN EMERGENCY

Haddix discussed the wards map and stated that they need to be in effect by December 30, 2021. There are 3 options: suspend the readings and it will go into effect 30 days from today, have the 3 readings and at the 3rd reading declare an emergency and it would become effective immediately, or declare an emergency and suspend the readings. Meier and Haddix recommend doing the 3 readings and then declare an emergency on the 3rd reading and make it effective as of that date.

12. RESOLUTION 2021-53 APPROVING A RESOLUTION WITH ODOT FOR THE 2022 CRACK SEALING PROGRAM, AND DECLARING AN EMERGENCY

Haddix remarked that ODOT is doing a crack sealing project throughout Warren and Clinton Counties. There is a small section in front of the Shell on 22 & 3 and since it goes through our jurisdiction, they require this consent legislation.

A motion to waive the three-reading rule was made by Burke, seconded by Madison, all yeas. By title only, Resolution 2021-53, a motion to adopt was made by Madison, seconded by Burke, all yeas.

13. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$82,787.94) was made by Madison, seconded by Burke, all yeas.

14. AUTHORIZATION OF SOLICITOR'S INVOICE

A motion to authorize the invoices for payment was made by Madison, seconded by Burke, all yeas.

15. APPROVAL OF THE OCTOBER FINANCIAL STATEMENTS

A motion to approve the financial statements was made by Burke, seconded by Spicer, all yeas.

16. APPROVAL OF MEETING MINUTES

Regular Meeting – October 21, 2021

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

OLD BUSINESS

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

By title only, Resolution 2021-47, a motion to adopt was made by Burke, seconded by Madison, all yeas.

18. COMMUNICATIONS & REPORTS

Mayor Smith

- a. The Veteran's Memorial is moving along quicker than anticipated. The tentative dedication date is May 21, 2022.

- b. The leaf vac is working well; the wet weather has made it a little difficult at times.
- c. Rich Bertagna asked if there were cameras on the Memorial to which Mayor Smith stated that there are.

Fiscal Officer Tina Williams

- a. Advised that Richard Earl is leaving the Income Tax Department. Hopefully an ad for the position will be posted tomorrow.
- b. The Christmas Dinner has had a good response so far. We have already heard from more people that we would have room for at the Golden Lamb. Please return your RSVP by next Wednesday, November 24, 2021.

Administrator Jerry Haddix

- a. The Warren County Municipal League Annual Christmas Party at the Heatherwoode Golf Club is on December 8, 2021.
- b. There will be a special event on Tuesday, November 23, 2021 at 3:45 p.m. in the Municipality Building; be here at 3:30 p.m.
- c. Utility Clerk, Karen Woodward, started on Monday, November 15, 2021.
- d. The final street sweep with the leaf vac will be next week, Tuesday and Wednesday.
- e. The Lebanon Road project is complete.
- f. The CDBG project has a deadline of January 10, 2022. We have a project in mind, and it would include our ARPA money. Storm sewer is an eligible activity for it. Boylan gave a slide show and video presentation showing where there is a serious runoff issue around Pauline Drive and Claude Avenue. The whole project should cost around \$368,000.00. We would ask Warren County for \$100,000.00 in CDBG money and a couple hundred thousand dollars from ARPA and then city money for the remainder. The application for CDBG is due January 10, 2022 and the grant money would be available later in 2022 and the money could be carried over to 2023 if needed to complete the project. Due to the seriousness of the problem, I suggest that we commit all the ARPA money we have, apply for \$100,000.00 and then use city money for anything beyond that.

A motion to apply for the CDBG grant was made by Allen, seconded by Harrison, all yeas.

Assistant Administrator Jeff Boylan

- a. The runoff issue at Pauline Drive and Claude Avenue is where there is a natural drain that goes into clay tiles and runs under the homes. We have completed numerous repairs however it keeps breaking in different spots. SiteWORX has been working with us to come up with some ideas on how to fix this. The first step is to get engineers involved and get the ok to develop it and work on the easements and final plan.
- b. Discussed the parking situation in Stone Brook and how difficult maneuvering is for emergency services.

Solicitor Andrew Meier

- a. Absent from meeting.

Sgt. Corey Adams

- a. Absent from meeting.

Bill Madison

- a. Cannot make the City Christmas dinner.
- b. Thanked all of the employees, including Boylan and Williams.

Bryan Corcoran

- a. Absent from meeting.

Linda Burke

- a. Thanked everyone for coming to the Council meeting and letting them know what their concerns and needs are.
- b. Thanked Williams, Boylan, Mayor Smith.
- c. Thanked Brenda Combs and Bella Ledford for the Christmas in the Village.
- d. If you know of anyone that needs a Thanksgiving dinner let her know because there is a church in Lebanon that will deliver meals.

Linda Allen

- a. Remarked that it would be nice if the Lebanon Area Chamber could help advertise the horse parade in South Lebanon.

Maryan Harrison

- a. Happy Thanksgiving; stay safe and remember our military.

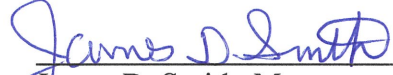
Rolin Spicer

- a. Nothing additional to share.

19. Mayor Smith asked for a motion to adjourn the meeting at 7:52 p.m. A motion was made by Madison, seconded by Burke, all yeas.



Petrina D. Williams, Fiscal Officer



James D. Smith, Mayor

For an audio copy of the Nov. 18, 2021 minutes of the City of South Lebanon Council regular meeting, please contact Fiscal Officer at twilliams@southlebanonohio.org.