

**CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
January 6, 2022
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
Brenda Combs – Present

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

3. GUESTS

Karie Novesl, Client Service Executive with Hylant Administrative Services, gave a presentation regarding the city’s Ohio Plan - Property and Liability Insurance policy. Sharing that the premium did increase due to increased property values and the villages new city status; however, the overall rate decreased. She also informed council that appraisals of property will be happening later this year. Discussion ensued regarding the policy deductibles as well.

4. Mayor Smith opened the floor to the public.

No public comments.

Mayor Smith closed the floor to the public.

NEW BUSINESS

5. ORDINANCE 2022-01, AN ORDINANCE AMENDING ORDINANCE 2006-09 AND FIXING THE RATES FOR COMMERCIAL SANITARY SEWER COLLECTION TAP IN FEES, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Burke, seconded by Harrison, all yeas. By title only, Ordinance 2022-01, a motion to adopt was made by Burke, seconded by Harrison, all yeas.

6. ORDINANCE 2022-02, AN ORDINANCE AMENDING ORDINANCE 2004-05 AND FIXING THE RATES FOR RESIDENTIAL SANITARY SEWER COLLECTION TAP IN FEES, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Allen, seconded by Burke, all yeas. By title only, Ordinance 2022-02, a motion to adopt was made by Burke, seconded by Harrison, all yeas.

7. ORDINANCE 2022-03, AN ORDINANCE AMENDING ORDINANCE 2016-19 AND FIXING THE RATES FOR SANITARY SEWER COLLECTION, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Allen, seconded by Harrison, all yeas. By title only, Ordinance 2022-03, a motion to adopt was made by Burke, seconded by Harrison, all yeas.

8. RESOLUTION 2022-1, A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND FISCAL OFFICER TO RENEW THE CITY'S LIABILITY INSURANCE WITH OHIO PLAN RISK MANAGEMENT, INC. FOR CALENDAR YEAR 2022, AND FURTHER AUTHORIZING PAYMENT OF THE ANNUAL PREMIUM, AND DECLARING AN EMERGENCY

A motion to waive the three-reading rule was made by Burke, seconded by Allen, all yeas. By title only, Resolution 2022-1, a motion to adopt was made by Burke, seconded by Allen, all yeas.

9. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$388,196.35) was made by Allen, seconded by Harrison, all yeas.

OLD BUSINESS

10. RESOLUTION 2021-54, THIRD READING, A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH CHOICE ONE ENGINEERING FOR CONSULTING ENGINEER SERVICES FOR THE PAULINE DRIVE STORMWATER PROJECT.

By title only, Resolution 2021-54, a motion to adopt was made by Burke, seconded by Harrison, all yeas.

11. ORDINANCE 2021-43, THIRD READING, AN ORDINANCE APPROVING THE SUBMISSION TO THE ELECTORS OF THE CITY OF SOUTH LEBANON THE FOLLOWING QUESTION AT THE NEXT REGULAR MUNICIPAL ELECTION: "SHALL A COMMISSION BE CHOSEN TO FRAME A CHARTER?", AND DECLARING AN EMERGENCY

By title only, Ordinance 2021-43, a motion to adopt by emergency was made by Burke, seconded by Spicer, all yeas.

12. COMMUNICATIONS & REPORTS

Mayor Smith

- a. More businesses coming to the city in 2022.

- b. The Veteran's Memorial should be finished in March/April with the dedication to happen on May 21, 2022. City employees will be needed to work at the event.
- c. Mentioned that we still need to get 2 pictures taken, the old Council as well as the new Council.

Fiscal Officer Tina Williams

- a. Met with our state auditor team to review our audit report, which went quite well. There were no reportable comments, however there were 2 management letter comments. One of these comments was regarding the State Auditor's Fraud Reporting System. There is a form that employees sign during their new hire process notifying them of the Auditor State Fraud Hotline, it appears that the Council members were missed as there was not a form in any of the council personnel files. Information was provided in councils packet along with the acknowledgement form.
- b. Newly (re)elected council members have a Surety Bond to sign that covers your term.
- c. Now that we are a city, we will begin having annual audits (summer) instead of biannual audits. We are also going from cash basis financial statements to GAAP/accrual financial statements.
- d. The Tax Clerk position has been advertised, the deadline is February 9, 2022.

Administrator Jerry Haddix

- a. Wished everyone a Happy New Year.
- b. January 26, 2022 will be the bid for the Veteran's Memorial Drainage Program with the advertisement being in the paper on Sunday.
- c. Zoar Road cleanup and the sign cleanup is currently happening.

Assistant Administrator Jeff Boylan

- a. SiteWORX is helping to grade Mason Morrow Millgrove Road, cutting the berm down for drainage and hauling it away.
- b. Today with the snow we began laying salt and pairing up the new guys with the experienced to show them the ropes.
- c. Memo regarding the bulk water station. Discussed the token machine and the issues with it, the broken concrete pad, and water leakage. An upgrade to this location would be very expensive and we do not make a lot of money from it; possibly 10 years to recoup the expense of fixing it up. It was decided to take the

information to Chief Napier to pass along to the Union Township trustees and see if they would be interested in investing in the project as most of the benefit is to residence in the township. Williams remarked that she would like to include this as a possible capital project.

Solicitor Andrew Meier

- a. Nothing to report.

Sgt. Corey Adams

- a. Absent from meeting.

Bill Madison

- a. Absent from meeting.

Brenda Combs

- a. Nothing to report.

Linda Burke

- a. Requested that the Council members get tablets for South Lebanon business only as to not mix business with personal. Williams mentioned getting iPads for council to access their emails as well as the council packets, saving significant amount of printed paper and time assembling the packets.

A motion for Williams to research purchasing tablets for the Council members was made by Burke, seconded by Combs, all yeas.

- b. Requested that we decorate the gazebo with lights at Christmas time. Mayor Smith stated that in 2022 there will be a tree lighting, laying a wreath at the Unknown Soldier, and placing lights on the trees around the Veteran's Memorial too.

Linda Allen

- a. Asked about the Lebanon Road annexation to which Mayor Smith stated that he will be reaching out.
- b. Questioned if there was any new information on the sidewalks and crosswalks by the ball field, Mayor Smith commented that he would look into it.
- c. The Ohio Checkbook, will we be doing that in the future to which Williams stated that in the future with new software real time data would be available, but she would research it.

Maryan Harrison

- a. Requested that somehow the back parking lot get marked so that you can easily see where to enter and exit from the street.

Rolin Spicer

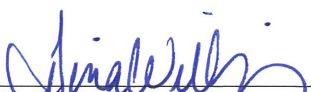
- a. Stated that they had not voted for the Vice Mayor this evening since Madison is absent but what if something were to happen to Mayor Smith to which Meier stated that there is a way it is handled in the Revised Code but we are currently in a transition phase and are operating as though we were still a Village. At the next meeting the Council will vote to nominate someone as well as handle the Committee appointments.

13. ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSES AUTHORIZED UNDER SECTION 121.22(G)(3) OF THE OHIO REVISED CODE, CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC BODY CONCERNING DISPUTES INVOLVING THE PUBLIC BODY THAT ARE THE SUBJECT OF PENDING OR IMMINENT COURT ACTION.

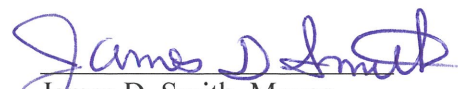
A motion to enter into executive session at 7:19 p.m. was made by Allen, seconded by Burke, all yeas.

A motion to exit out of executive session at 7:44 p.m. was made by Spicer, seconded by Burke, all yeas.

14. Mayor Smith asked for a motion to adjourn the meeting at 7:45 p.m. A motion was made by Burke, seconded by Allen, all yeas.



Petrina D. Williams, Fiscal Officer



James D. Smith, Mayor

For an audio copy of the Jan. 6, 2022 minutes of the City of South Lebanon Council regular meeting, please contact Fiscal Officer at twilliams@southlebanonohio.org.