

**CITY OF SOUTH LEBANON  
REGULAR MEETING MINUTES  
January 20, 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. Mayor Smith opened the floor to the public.

**PUBLIC HEARING: ARCHDIOCESE REZONING**

Zoning map amendment relating to the initial zoning upon 944 Route 22 & 3 contained in the Archdiocese Annexation.

Alex Martin, Drees Homes, who joined the meeting via a Zoom call. A video presentation was also given by Martin describing the future Highmeadow Subdivision. This additional parcel to the subdivision will be approximately 10.5 acres and contain 36 additional lots. Drees is requesting a rezoning from R1 to R3 due to the setbacks they need for their size of homes. The amenities of this site will include a large entrance monument at the front entrance with heavy landscaping, the pond will be a focal point with a fountain in the center, there will also be some greenspace with a gazebo. The homes will range from \$350,000 to \$430,000 with the square footage ranging from 1400 to 2900.

Jeff Powell, 720 Dorney Court, questioned if this is approved when construction would begin to which Martin stated that sales pace dictates when building begins. They anticipate that Phase 1, by the main entrance, would begin in the next couple of months however it may be 3-4 years before the entire subdivision is developed.

Greg Perpignan, 372 Stone Ridge Blvd., he and his daughter, Renee, are attending their first Council Meeting to see what happens at them. Renee will be writing an essay on it for a possible scholarship.

Mayor Smith closed the floor to the public.

4. GUESTS

Richard Bertagna and Angie Smith, Executive Director of Lebanon Area Chamber of Commerce. Smith introduced Madison Hartman, Community Relations and Marketing

Coordinator with the Chamber. Hartman is new full-time staff for the Chamber and will handle membership and marketing.

The website is currently being rebuilt; they plan on going live with it on April 1. The website will include resources for both Lebanon and South Lebanon.

Currently they are working on a Community Guide which is new every other year opposite the Community Map.

Let's Lebanon! A Community Affair is set for March 5, this is a business/community expo.

The Rotary Pancake Breakfast is also coming up.

Major Steve Arrasmith, Task Force Commander with the Warren Co. Drug Task Force provided a handout and gave a presentation on the 2021 Annual Report.

#### NEW BUSINESS

5. RESOLUTION 2022-02, A RESOLUTION AUTHORIZING CONTRACT WITH THE WARREN COUNTY ENGINEER'S OFFICE FOR THE PURCHASE OF ROAD SALT FOR THE 2022-2023 WINTER SEASON, AND DECLARING AN EMERGENCY

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

6. ORDINANCE 2022-05, AN ORDINANCE AMENDING ORDINANCE 2020-24 REGARDING THE JOB DESCRIPTION REQUIREMENTS AND COMPENSATION PAY LEVEL FOR THE WATER OPERATOR POSITION AS PART OF THE CITY OF SOUTH LEBANON'S PERSONNEL POLICY MANUAL, 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 2022-05, a motion to adopt was made by Allen, seconded by Harrison, all yeas.

7. ORDINANCE 2022-06, FIRST READING, AN ORDINANCE APPROVING ZONING MAP AMENDMENT UPON COMPLETION OF ANNEXATION AT 944 ROUTE 22 & 3 CONTAINED IN THE ARCHDIOCESE ANNEXATION IN ACCORDANCE WITH SECTION 15.7.13 OF THE CITY ZONING REGULATIONS

8. APPOINTMENT OF VICE MAYOR

Allen nominated Harrison, all yeas.

9. OKI REGIONAL COUNCIL BOARD APPOINTMENT

Burke nominated Allen, all yeas.

10. BOARD OF ZONING APPEALS APPOINTMENT

Burke nominated Spicer, all yeas.

11. FINANCE & BUDGET COMMITTEE APPOINTMENT

Burke expressed her interest in the appointment.

12. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$137,048.37) was made by Allen, seconded by Burke, all yeas.

13. AUTHORIZATION OF SOLICITOR'S INVOICE

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

14. APPROVAL OF THE DECEMBER FINANCIAL STATEMENTS

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

15. APPROVAL OF MEETING MINUTES

Regular Meeting – December 2, 2021  
Workshop Meeting – December 2, 2021  
Regular Meeting – December 16, 2021

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

16. COMMUNICATIONS & REPORTS

Mayor Smith

- a. The State of the City for 2022; we are going into uncharted ground with becoming a city. We are financially stable however there will be a lot of changes in the coming year with becoming a city. Our accounting process will have to change, Tina Williams will give us an overview on that.
- b. The trees along Lebanon Road are being trimmed.

Fiscal Officer Tina Williams

- a. Gave a GAPP (Generally Accepted Accounting Principles) presentation stating that we can no longer file cash financial statements, we are now a city and we must file GAPP financial statements. GAPP financial statements are prepared on an accrual basis of accounting so we will now have a balance sheet, income statement, and cash flow statement. We have until May 31, 2022 to file these statements with the Auditor of the State. She recommends that we hire a consultant to help with some of this conversion from cash basis to GAPP basis with the task of valuing the city's assets.

Administrator Jerry Haddix

- a. Next Wednesday, January 26, is the bid opening for the Memorial Park Storm/Sewer Project.
- b. There was a pre-construction meeting with ODOT and the contractor for the State Route 48 & Corwin Nixon project. They are planning on starting February 28 with a deadline of September 1. This project will include new street signals, crosswalks, islands, and eventually new streetlights.
- c. We have used a lot of salt so far. We have purchased additional and it has been delivered.
- d. We are currently accepting applications for the tax clerk position.
- e. Mayor Smith and Bryan Corcoran met with an 1812 War reenactor. We will be using them for the Memorial Dedication.

Assistant Administrator Jeff Boylan

- a. Gave an update on the bulk water station conversation with the Union Township Trustees. Fred Vonderhaar, Trustee, is interested as he uses the system. They are requesting that we come up with a figure so Mayor Smith, Haddix, and Boylan will need to meet to discuss this then he can bring something further to the Council.

Solicitor Andrew Meier

- a. Nothing to report.

Sgt. Corey Adams

- a. Gave an update on the Flock Camera program. A Flock representative has identified 5 areas to place cameras around the city. The initial cost for the first year with installation of 5 cameras would be \$13,750.00, every year after that for the 5 cameras would be \$12,500.00/year. They do have both 12 and 24 month agreements.

Bill Madison

- a. Absent from the meeting.

Brenda Combs

- a. Nothing to report.

Linda Burke

- a. Shared photos and information that a resident had brought to her attention that on Frederick Court there had been an RV fire on July 16, 2021 that had damaged the street. The question is who is responsible for the repairs, the HOA or South Lebanon? Mayor Smith stated that they would look into it.
- b. Questioned whether tablets for the Council had been researched yet to which Williams remarked that Boylan had been looking into it.

Linda Allen

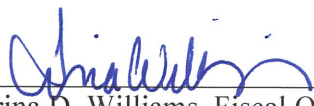
- a. Shared that Spicer's brother Willard is a City Historian and could help the Lebanon Area Chamber of Commerce with information regarding South Lebanon.

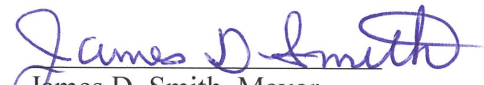
Maryan Harrison

- a. Commented that Willard Spicer is writing a book about South Lebanon.
- b. Stated that the Rumpke trash trucks have been running as early as 4:00 a.m., Haddix remarked that he would contact Rumpke as they are not to start before 6:00 a.m. per the contract.
- c. Thanked Sgt. Adams for everything that he does to keep the City of South Lebanon safe.

Rolin Spicer

- a. He had a constituent who commented on the lack of parking at the bike trail and wanted to know the time frame for a new parking lot. Mayor Smith commented that he cannot give a confirmed timetable but the property being cleaned up over at the Mushroom Plant, if it feasible and allowed, would open up 20-30 parking spots. Spicer asked about across the street to which Mayor Smith stated that some trees would need to be removed and Haddix commented that a crosswalk on Zoar Road would need to be established. Mayor Smith remarked that they would work on it.
17. Mayor Smith asked for a motion to adjourn the meeting at 7:47 p.m. A motion was made by Allen, seconded by Harrison, 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 Jan. 20, 2022 minutes of the City of South Lebanon Council regular meeting, please contact Fiscal Officer at [twilliams@southlebanonohio.org](mailto:twilliams@southlebanonohio.org).