

**CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
May 16, 2024
6:00 P.M.**

1. Mayor Burke opened the meeting at 6:00 p.m. with a Prayer and the Pledge.
2. ATTENDANCE

Linda Allen – Present
Sharon Carmack – Present
Brenda Combs – Present

Lisa Fedor – Present
Maryan Harrison – Present
Rolin Spicer – Present

3. GUESTS

No guests present.

4. Mayor Burke opened the floor to the public.

John Laws, 89 Bedle’s Court South Lebanon – Gave an update on the Convention of States, stating that 19 states have already passed Article 5 proposition. The 3 main issues within the article are balanced budget, term limits, and reduction of federal rule. A sample resolution was given to Mayor Burke in the hopes that South Lebanon would pass a resolution in support of the Convention of States that would then go to the Ohio State House.

Mayor Burke closed the floor to the public.

5. Mayor Burke shared 2 Proclamations this evening, one for National Police Week to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy. The other proclamation is for the Warren County Community Services Organization as this month is Community Action Call Month.

NEW BUSINESS

6. RESOLUTION 2024-16, A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO EXECUTE A RECORD PLAT FOR HIGHMEADOW SECTION ONE-BLOCK “A” SUBDIVISION, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Combs, seconded by Allen, all yeas. By title only, Resolution 2024-16, a motion to adopt was made by Allen, seconded by Carmack, all yeas.

7. RESOLUTION 2024-17, A RESOLUTION APPROVING AND AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD TO FILLMORE CONSTRUCTION LLC FOR THE CONSTRUCTION OF MASON-MORROW-MILLGROVE ROAD PHASE II PROJECT, AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO EXECUTE A CONTRACT FOR THE SAID IMPROVEMENT PROJECT AND THEREAFTER ISSUANCE OF A NOTICE TO PROCEED, AND DECLARING AN EMERGENCY

Allen asked what the determining factor was in choosing Fillmore Construction LLC to which Haddix responded that this was the Issue 2 project which was formally bid and had multiple bidders. Fillmore Construction LLC was the low bidder and our engineer, Choice One Engineering, reviewed the bid and has experience with the bidder and they recommend awarding the bid to Fillmore Construction LLC.

A motion to waive the two-reading rule was made by Combs, seconded by Allen, all yeas. By title only, Resolution 2024-17, a motion to adopt was made by Allen, seconded by Combs, all yeas.

8. A motion to authorize the purchase of two (2) police cruisers in the amount of \$97,100 from Kings Ford for better pricing than the State of Ohio Cooperative Purchasing Contract was needed.

Allen questioned if we would be the ones to equip the vehicles once they are received, to which Haddix stated that once the vehicles have arrived, they will go to the Warren County Garage to have the equipment added.

A motion was then made for the purchase of the two (2) police cruisers in the amount of \$97,100 from Kings Ford by Combs, seconded by Carmack, all yeas.

9. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$921,183.93) was made by Allen, seconded by Fedor, all yeas.

10. AUTHORIZATION OF LAW DIRECTOR'S INVOICE

A motion to authorize the invoice for payment was made by Combs, seconded by Allen, all yeas.

11. APPROVAL OF THE APRIL 2024 FINANCIAL STATEMENTS

A motion to approve the financial statements was made by Allen, seconded by Carmack, all yeas.

12. APPROVAL OF MEETING MINUTES

Regular Meeting – May 2, 2024

A motion to adopt the minutes was made by Combs, seconded by Fedor, all yeas.

OLD BUSINESS

13. ORDINANCE 2024-10, SECOND READING, AN ORDINANCE AMENDING ORDINANCE 2021-26 SETTING THE COMPENSATION PAY LEVEL FOR THE DIRECTOR OF FINANCE (FORMERLY FISCAL OFFICER) POSITION AS PART OF THE CITY'S PERSONNEL POLICY MANUAL

By title only, Ordinance 2024-10, a motion to adopt was made by Allen, seconded by Spicer, all yeas.

14. ORDINANCE 2024-11, SECOND READING, AN ORDINANCE AMENDING ORDINANCE 2022-32 AND SETTING THE COMPENSATION OF THE CITY ADMINISTRATOR, JERRY HADDIX

By title only, Ordinance 2024-11, a motion to adopt was made by Combs, seconded by Spicer, all yeas.

15. ORDINANCE 2024-12, SECOND READING, AN ORDINANCE AMENDING ORDINANCE 2022-32 AND SETTING THE COMPENSATION OF THE DIRECTOR OF FINANCE, PETRINA D. WILLIAMS

By title only, Ordinance 2024-12, a motion to adopt was made by Carmack, seconded by Allen, all yeas.

16. ORDINANCE 2024-13, SECOND READING, AN ORDINANCE APPROVING ZONING MAP AMENDMENT TO PARTS OF CERTAIN PROPERTIES IN THE CITY OF SOUTH LEBANON, CONSISTING OF 11.09 ACRES FROM B-2 [GENERAL BUSINESS DISTRICT] TO MEP [MINERAL EXTRACTION AND PROCESSING DISTRICT]

By title only, Ordinance 2024-13, a motion to adopt was made by Combs, seconded by Carmack, all yeas.

COMMUNICATION ITEMS

17. COMMUNICATIONS & REPORTS

Mayor Burke

- a. Thanked the council, staff, and Meier for all of the work they have been doing.

- b. Thursday, May 9, 2024 she sat in on her first Mayor's Court which was very interesting.
- c. They have been working on many issues, having meetings, and speaking with constituents.
- d. Thanked the Public Works Department for helping the community and law enforcement after the tornado outbreak on May 7, 2024. She also thanked everyone for taking the time and effort to help our neighbors get cleaned up.
- e. She will be attending New Mayor's Training in Columbus tomorrow, May 17, 2024.
- f. The Committees were asked to meet on a consistent basis, be that quarterly or bi-monthly, whatever works for them to discuss whatever they need to in order to stay on top of things.
- g. City Spring Cleanup was Saturday, May 4, 2024 and it went great. Tony Ledford with the Maintenance Department led Boy Scott Troop #155 from Clarksville in cleaning up along the bike trail, by Kohls, and Speedway. Next year Earth Day is April 22, 2025 we would like to schedule the city cleanup on this day or as close to this day as possible.
- h. Thanked Fedor for fluffing up the Memorial Day wreath adding that she has invited Union Township to the wreath laying at the Veteran's Memorial on Monday, May 27, 2024 at 10:00 a.m. Everyone is invited.

Director of Finance Tina Williams

- a. Absent

Administrator Jerry Haddix

- a. Street sweeping begins next Tuesday and Wednesday, May 21 and 22, 2024. We will promote it on Facebook, the website, the sign in front of the Municipal Building, and on the water bills.
- b. The 2 new maintenance guys have started: Steve Koehler and Ethan Deaton. They have been putting up veteran's banners this week.
- c. The Memorial Day festivities are on Monday, May 27 , 2024 starting with the wreath laying at the Veteran's Memorial at 10:00 a.m., parade lineup at the Union Township Firehouse at 11:00 a.m., the parade begins at 12:00 p.m. ending with a service at the cemetery at 1:00 p.m.
- d. The Mason-Morrow-Millgrove Road project will have a preconstruction meeting on Wednesday, May 29, 2024.

- e. Warren County will be putting in a roundabout this summer at Mason-Morrow-Millgrove Road and Columbia Road.
- f. River Creek Lofts will begin this summer.
- g. Lebanon will be closing the bridge on Kings View and Turtle Creek later this year. This traffic will detour to Mason-Morrow-Millgrove Road.
- h. June 6 – 8, 2024, Thursday – Saturday, will be the community yard sale. We will put this on the website and on the board in front of the Municipal Building.
- i. Pete Barrett dba Barrett’s Marathon has requested a Retail Liquor Permit for prepackaged items. The Ohio Division of Liquor Control has asked us to respond to the request no later than June 10, 2024 regarding if we would like to request a hearing on the advisability of issuing the permit or if we do not request a hearing.

Discussion ensued amongst the council members.

Harrison made a motion not requesting a hearing, seconded by Combs, all yeas.

- j. We were awarded \$94,000 for the project to repave King Avenue. We have committed \$25,000 to this project. This is less than we had asked for so we will either have to scale it back or put more money into it.
- k. We are still waiting to hear back on the grant for the sewer improvements.
- l. Jeff Boylan’s, Assistant Administrator, last day will be Friday, May 24, 2024. Council discussed the last days of Boylan and Deputy Black whose retirement ceremony is Thursday, May 23, 2024 at the Warren County Sheriff’s Office.
- m. The process for filling the Public Works Director position has started.

Law Director Andrew Meier

- a. Stated that there appears to be no copyright issues with the new flag design Spicer has created. There is also a new seal being created; council can either adopt the flag and seal together or separately. Once the seal is designed it will need to be investigated for copyright issues before it may be adopted.
- b. Regarding the street sweeping parking question Carmack asked at the last council meeting on May 2, 2024, he will redistribute all ordinances and agreements he has located in reference to street sweeping and have a final answer at the next council meeting on June 6, 2024. He stated that signage can be placed suggesting not to park in various locations during certain hours, but it becomes an enforcement issue at some point.

Sgt. Corey Adams

- a. Talked about the cleanup and amazing path of destruction from the recent tornados.
- b. The Flock cameras are working out well for the deputies; a few examples were shared.
- c. The midnight shift has been hitting parking complaints.

Rolin Spicer

- a. Would like to move forward with the new city flag design he presented to the council at the May 2, 2024 meeting. An explanation of the history behind his design was given. The blue and white colors represent South Lebanon's school colors, the 2 blue lines running across the flag into another blue line represent Turtle Creek and Dry Run running into the Little Miami, and the 3 white stars represent Deerfield, South Lebanon Station, and Mary Ellen which were 3 different municipalities that joined together. If the council approves the flag he would like to incorporate the flag into a new city seal.

A motion to approve the new city flag design as presented by Spicer was made by Harrison, seconded by Fedor, all yeas.

Mayor Burke created an Ad Hoc Committee for the creation of a new city seal. The committee consists of Spicer as the Chair, Carmack and Harrison.

- b. Asked about mowing the overgrown grass along the Memorial Day parade route on Morrow Road, Haddix stated he would see what he could do.

Lisa Fedor

- a. Nothing to report.

Sharon Carmack

- a. Next year for the City Cleanup she would like to have an option for items that Rumpke does not normally take, such as tires. Mayor Burke stated that we will try to find someone to which Haddix commented that he will work with the Health Department and Solid Waste Department to try and coordinate our event with one of theirs.
- b. Stated that there is still an issue with residents leaving their trash cans at the street and not moving them back up to their homes after trash pickup. Meier stated that he could look into it with Haddix adding that there is an ordinance regarding this however it is difficult to have the people to enforce it. They are supposed to be moved back by 6:00 p.m. on the day of pickup. It is just difficult to monitor.

Combs pointed out a location she is aware of to which Haddix asked her to forward him the location.

- c. Asked how long the steel plates would be on the streets, Haddix gave an explanation regarding the work that Duke has a contractor doing on abandoning old gas services. Eventually they will be removed and the area repaved.

Maryan Harrison

- a. Stated that Haddix will begin informing everyone on upcoming Municipal League meetings / dinners that they can attend.
- b. Thanked Sgt. Adams for keeping us safe as it is National Police week also pointing out that it is National Armed Forces week too.

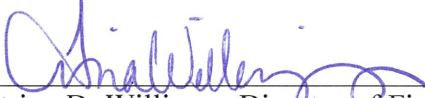
Linda Allen

- a. Questioned a property that currently has a lot of beeping and heavy equipment being used on it from as early as 6:00 a.m. into the late evening hours. Haddix commented that a cleanup notice had been sent to that property a week or so ago.

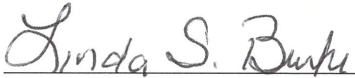
Brenda Combs

- a. Thanked Tony Ledford, Ethan Deaton, and Steve Koehler for hanging approximately 214 military banners.
- b. Thanked the Sheriff's Deputies and Union Township Fire for keeping us safe.
- c. Thanked all the city employees for everything that they do.

18. Mayor Burke asked for a motion to adjourn the meeting at 6:55 p.m. A motion was made by Combs, seconded by Spicer, all yeas.



Petrina D. Williams, Director of Finance/Clerk



Linda S. Burke, Mayor

For an audio copy of the May 16, 2024 City of South Lebanon Council Regular Meeting, please contact the Director of Finance at twilliams@southlebanonohio.org.