

**CITY OF SOUTH LEBANON
ORGANIZATIONAL MEETING AND
REGULAR MEETING MINUTES**

January 6, 2026

5:30 P.M.

1. Mayor Burke opened the organizational meeting at 5:30 p.m.

3. ORGANIZATIONAL MEETING OF COUNCIL AS REQUIRED BY CITY CHARTER SECTION 3.11(A)
 - a) Chris Hacker was sworn in by Mayor Burke as the City Administrator.
 - b) Linda Allen was sworn in by Mayor Burke to fill the vacant Councilmember seat.
 - c) Brenda Combs was sworn in by Mayor Burke to fill the vacant Councilmember seat.
 - d) Lisa Fedor was sworn in by Mayor Burke to fill the vacant Councilmember seat.
 - e) David N. Smith III was sworn in by Bryan Cochoran to fill the vacant Councilmember seat.

2. ATTENDANCE

Linda Allen – Present

Sharon Carmack – Present

Brenda Combs – Present

Lisa Fedor – Present

Maryan Harrison – Present

David N. Smith – Present

3. MAYOR BURKE ASKED EVERYONE TO STAND FOR THE PRAYER AND PLEDGE.

4. ELECTION OF VICE-MAYOR

Mayor Burke asked the Council for nominations for the appointment of Vice-Mayor.

Allen nominated Fedor for Vice-Mayor while Combs nominated Carmack for Vice-Mayor.

Mayor Burke closed the floor for nominations.

Mayor Burke moved that Carmack be elected to the position of Vice-Mayor. A roll call was taken with the following result: Ayes: Carmack, Combs and Smith. Nays: Allen, Fedor and Harrison.

Mayor Burke moved that Fedor be elected to the position of Vice-Mayor. A roll call was taken with the following result: Ayes: Allen, Fedor and Harrison. Nays: Carmack, Combs and Smith.

Mayor Burke appointed Fedor as Vice-Mayor.

Mayor Burke congratulated Fedor as Vice-Mayor.

Mayor Burke mentioned that everyone should have received a copy of the Council Committee Assignments.

Mayor Burke asked the Committee Chairs to meet with their committees in the next couple of months.

Mayor Burke stated that the Committee meetings are open to the public.

Carmack asked if we could add an Ad-Hoc Committee to review the small animal policy.

Mayor Burke stated that she will discuss adding an Ad-Hoc Committee regarding a small animal policy with the Law Director.

Mayor Burke reappointed Maryan Harrison to the Events Committee.

Mayor Burke appointed Sharon Carmack to the 250th US Birthday AD-Hoc Committee.

Mayor Burke discussed the Ad-Hoc Committee

5. Mayor Burke asked for a motion to adjourn the meeting at 6:15 p.m. A motion was made by Allen, seconded by Combs, all yeas.

6. Mayor Burke opened the regular meeting at 6:28 p.m.

7. ATTENDANCE

Linda Allen – Present

Sharon Carmack – Present

Brenda Combs – Present

Lisa Fedor – Present

Maryan Harrison – Present

David N. Smith – Present

8. GUESTS

Karie Novesl, Client Service Executive, with Hylant Administrative Services presented a proposal and discussed the City's liability insurance with Ohio Plan Risk Management Inc. She stated that 2026 annual premium is \$91,469, which is an increase of \$3,067 or 3% over last year's premium. Stated that the increase includes an inflationary increase in property values (buildings, equipment, and vehicles), a new program for cybersecurity and an increase in the replacement cost value for the community center. Stated that there were no changes made to the policy in regard to overall coverage limits.

9. Mayor Burke opened the floor to the public.

No public comments

Mayor Burke closed the floor to the public.

NEW BUSINESS

10. **RESOLUTION 2026-01**, A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO RENEW THE CITY'S LIABILITY INSURANCE WITH OHIO PLAN RISK MANAGEMENT, INC. FOR CALENDAR YEAR 2026, AND FURTHER AUTHORIZING PAYMENT OF THE ANNUAL PREMIUM, 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 2026-01, a motion to adopt was made by Allen, second by Carmack, all yeas.

11. **RESOLUTION 2026-02**, A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH TRANE U.S. INC. TO PROVIDE HVAC SERVICES IN 2026, 2027 AND 2028, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Allen, seconded by Fedor, all yeas. By title only, Resolution 2026-02, a motion to adopt was made by Combs, second by Harrison, all yeas.

RESOLUTION 2026-03, A RESOLUTION APPROVING AND AUTHORIZING THE ACCEPTANCE OF THE PROPOSAL OF GEOSTABILIZATION INTERNATIONAL, LLC FOR THE CONSTRUCTION OF THE ZOAR ROAD STABILIZATION PROJECT AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO SIGN DOCUMENTS RELATIVE THERETO, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Combs, seconded by Fedor, all yeas. By title only, Resolution 2026-03, a motion to adopt was made by Allen, second by Carmack, all yeas.

12. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$285,476.70) was made by Combs, seconded by Carmack, all yeas.

13. APPROVAL OF MEETING MINUTES

Special Meeting – December 11, 2025
Regular Meeting – December 18, 2025

A motion to adopt the minutes was made by Allen, seconded by Combs, four yeas, Carmack and Smith abstained.

OLD BUSINESS

None

COMMUNICATION ITEMS

14. COMMUNICATIONS & REPORTS

Mayor Burke

- a. Wished everyone a Happy New Year.
- b. Congratulated incumbent and new Council Members.
- c. Stated that the Rules of Council were included in the Council Packet for information only. Stated that the Ordinance passed by Council stood on its own.
- d. Stated that Committee assignments have been made. Asked the Committee Chairs to meet with their committees in the next couple of months and report back to Council. Stated that the City Administrator, Law Director, Finance Director and herself are involved in the meetings.
- e. Stated that City Council needs to fill out the yearly Ethics Financial Disclosure Forms. Stated that Council is responsible for the \$35.00 fee.

Director of Finance Tina Williams

- a. Stated that W-2's will be provided soon.
- b. Stated that the additional 1% Kings Local School District tax will be withheld for paychecks in the beginning of February.

Public Works Director Harry Holbert

- a. Nothing to Report

Clerk of Council Jennifer O'Brien

- a. Nothing to Report

Law Director Chase Kirby

- a. Nothing to Report

Sherriff's Department Representative

- a. Nothing to Report

David N. Smith

- a. Presented his first speech after taking office expressing his gratitude for the opportunity to serve on City Council and discussed his involvement and history in the city.

Lisa Fedor

- a. Stated she would like to schedule an Events Committee meeting.
- b. Expressed her appreciation for appointment of Vice-Mayor.

Sharon Carmack

- a. Nothing to Report

Maryan Harrison

- a. Welcomed everyone aboard.
- b. Wished everyone a Happy New Year.

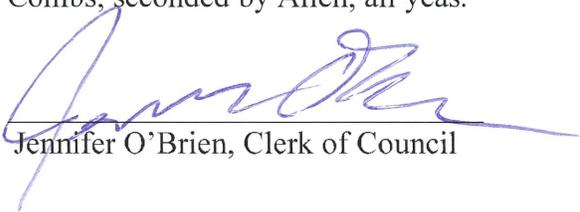
Linda Allen

- a. Welcomed everyone aboard.

Brenda Combs

- a. Welcomed everyone aboard.

15. Mayor Burke asked for a motion to adjourn the meeting at 6:54 p.m. A motion was made by Combs, seconded by Allen, all yeas.


Jennifer O'Brien, Clerk of Council


Linda S. Burke, Mayor

For an audio copy of the January 6, 2026, City of South Lebanon Council Regular Meeting, please contact the Clerk of Council at jobrien@southlebanonohio.org.