

CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
February 5, 2026
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	Lisa Fedor – Present
Sharon Carmack – Present	Maryan Harrison – Present
Brenda Combs – Present	David Smith – Present

3. GUESTS

4. Mayor Burke opened the floor to the public.

Ronda Gillivan-1043 Orchard Run Dr., Lebanon, OH 45036-Asked when the construction begins for the River Corridor Sanitary Sewer Extension Project on behalf of the Oeder family.

Hacker stated that he and Mayor Burke had a meeting with MSP Design Engineering on February 3rd. He stated that the tentative pre-construction meeting will be the week of February 16th. Stated that all parties involved will be at the meeting to discuss a firm mobilization date.

Ms. Gillivan asked Hacker if she could call him to confirm when the construction begins, to which Hacker stated “yes.”

Mayor Burke closed the floor to the public.

NEW BUSINESS

RESOLUTION 2026-04 A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO EXECUTE ON BEHALF OF THE CITY OF SOUTH LEBANON AN OHIO EPA WATER SUPPLY REVOLVING LOAN AGREEMENT, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Smith, seconded by Fedor, all yeas. By title only, Resolution 2026-04, a motion to adopt was made by Allen, seconded by Combs, all yeas.

RESOLUTION 2026-05 A RESOLUTION APPROVING AND AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD TO MAJORS ENTERPRISES INC. FOR THE CONSTRUCTION OF THE RIVER CORRIDOR SANITARY SEWER EXTENSION 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

A motion to waive the two-reading rule was made by Smith, seconded by Combs, all yeas. By title only, Resolution 2026-05, a motion to adopt was made by Allen, seconded by Smith, all yeas.

5. AUTHORIZATION OF INVOICES

Smith asked if the invoices could be sent to him in the morning hours before the Council meeting.

Williams discussed the process of approving the list of invoices.

Smith asked Williams if she could send City Council the invoice list before the Council meeting in the afternoon.

Williams stated that sending the invoice list the day before the Council meeting would be more beneficial. Stated that she will develop another process for invoice approval.

A motion to authorize the invoices for payment (\$191,225.43) was made by Combs, seconded by Smith, all yeas.

6. APPROVAL OF MEETING MINUTES

Regular Meeting – January 15, 2026

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

OLD BUSINESS

None

Smith asked for answers to he and Carmack's questions from the previous Council meeting.

Mayor Burke stated that the questions will be addressed during the Communication Items.

Asked Kirby to address the approach for a small animal policy.

Kirby stated that he plans to do legal research on the small animal ordinance and surrounding jurisdictions for the concern of liability. He stated that constituents' opinions are of his concern Stated that after following due diligence, he will provide an opinion. He stated that if City Council Members want to broach legislation with him, they should contact him.

Mayor Burke stated that City Council Members can contact Kirby with concerns regarding the small animal policy.

COMMUNICATION ITEMS

7. COMMUNICATIONS & REPORTS

Mayor Burke

- a. State that she needs representation for Warren County Regional Planning Commission.
- b. There was an Events Committee meeting today regarding scheduling the calendar. Stated that Fedor will address Events Committee meeting.
- c. Stated that there were no complaints about snow plowing in the city.

Director of Finance Tina Williama

- a. Stated that W-2's went out last week.
- b. There will be an employee wellness screening on March 3rd from 9:00 a.m.-11:30 a.m. in the Council Chambers or Conference Room. Discussed details of the employee wellness screening.
- c. Stated that she will provide the December reconciliation. Stated that tax collection was 3.2 million versus 2.6 million the prior year, over a 20% increase in tax revenue.

Administrator Chris Hacker

- a. Stated that he and Mayor Burke had a meeting with MSP Design Engineering and Warren County Soil & Water Conservation District on February 3rd to discuss upcoming and ongoing projects. Discussed the River Corridor Sanitary Sewer Project.
- b. Discussed the Zoar Road Stabilization Project. Stated that there will be single lane closures during the Project.
- c. Stated that an additional load of salt was delivered due to the snowstorm.
- d. Appreciated Pual Bernard's kind gesture for providing breakfast to the Public Works Department during snow removal.
- e. Stated that April 15, 2026, is the deadline to file taxes.

- f. Stated that the Code Enforcement Officer is working on a Community Spring Clean-Up Day.

Smith asked for the time of the pre-construction meeting for the River Corridor Sanitary Sewer Project.

Hacker stated that the pre-construction meeting is tentatively the week of February 16, 2026.

Smith asked Hacker to email City Council the date and time of the meeting.

Smith asked Hacker if the City explored a load limit for Zoar Road.

Hacker stated that he has not contacted the Warren County Engineer to discuss a road limit for Zoar Road. Stated he will investigate and contact the Warren County Engineer for assistance.

Discussions ensued regarding changing the load limit for Zoar Road and establishing a truck route.

Fedor asked if we could shut down an area of Zoar Road instead of single lane closures.

Discussions ensued regarding who maintains Zoar Road and shutting down an area of the road.

Mayor Burke wished Carmack a Happy Belated Birthday.

Clerk of Council Jennifer O'Brien

- a. There will be a Records Commission meeting on February 18th at 11:00 a.m.

Law Director Chase Kirby

- a. Stated that scammers are impersonating a Sergeant with the Sherriff's Office in phone scams to demand payment. Warned everyone to hang up immediately and do not provide any payments. Discussed the scams in the surrounding areas.

Sgt. Corey Adams

- a. Stated that Warren County Sherrif's will not call individuals to request money. Stated that if a law enforcement officer calls an individual to request monies, it's a scam.

David Smith

- a. Asked if four Council Members on the Events Committee is a violation of the Sunshine Laws?

Mayor Burke stated that the Events Committee is an open meeting.

Smith stated that it's a quorum if four Council Members are on the Events Committee.

Kirby stated that he did not realize Smith was referring (off the record) to the Events Committee meeting being a public meeting. Stated he would research to confirm whether having four members of Council at the Events Committee meeting is a violation of the Sunshine laws. Stated he would contact Smith with confirmation.

Discussions ensued regarding the reasoning for the number of Council Members on the Events Committee.

- b. Asked Mayor Burke if the Rules of Council have been revised. He asked who would be revising the Rules of Council.

Mayor Burke stated the Law Director Kirby.

Mayor Burke discussed the revision of Council Rule H (1).

- c. Asked Hacker if he has talked to the developer regarding replacing the streetlights on Corwin Nixon Blvd.

Hacker stated that the Code Enforcement Officer contacted the developer. Stated he has not found history regarding the previously discussed lighting district. Stated on the opposite side of Target, the electric service for the lighting is damaged. Stated that the main parking lot side needs lamp replacement.

Mayor Burke stated that the replacement of streetlights on Corwin Nixon Blvd. has been an issue for fifteen years. Discussed the ownership of the Rivers Crossing property.

Discussions ensued regarding the ownership, maintenance and development on the Rivers Crossing property.

Lisa Fedor

- a. Stated that the Events Committee created a calendar of events. Stated that she will contact the committee to coordinate a meeting potentially for March.

Mayor Burke asked Fedor to schedule the Events Committee earlier. Fedor stated, "will do."

Fedor mentioned that the Events committee forgot to discuss Spring Clean-up Day.

Sharon Carmack

- a. Nothing to Report

Maryan Harrison

- a. Nothing to Report

Linda Allen

- a. Nothing to Report

Brenda Combs

- a. Nothing to Report

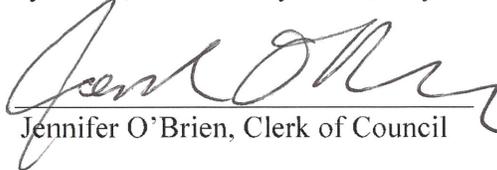
- 8. ADJOURN TO EXECUTIVE SESSION WITH THE CITY LAW DIRECTOR FOR THE PURPOSE AUTHORIZED UNDER ORC 121.22(G)(1) TO CONSIDER APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL, OR THE INVESTIGATION OF CHARGES OR COMPLAINTS AGAINST A PUBLIC EMPLOYEE.

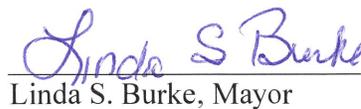
A motion to enter executive session at 6:46 p.m. was made by Allen, seconded by Combs, all yeas.

A motion to exit out of executive session at 7:21 p.m. was made by Allen, seconded by Smith, all yeas.

Mayor Burke stated that there was no action taken.

- 9. Mayor Burke asked for a motion to adjourn the meeting at 7:23 p.m. A motion was made by Smith, seconded by Allen, all yeas.


Jennifer O'Brien, Clerk of Council


Linda S. Burke, Mayor

For an audio copy of the February 5, 2026, City of South Lebanon Council Regular Meeting, please contact the Clerk of Council at jobrien@southlebanonohio.org.