CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
October 1, 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 – Absent	Lisa Fedor – Present
Sharon Carmack – Present	Maryan Harrison – Present
Brenda Combs – Present	David Smith – Present

3. GUESTS

   No guests were present at this meeting.

4. Floor open to the public

   Mayor Burke opened the floor to the public. No members of the public spoke during this time, and the floor was subsequently closed.

5. Approval of Minutes of Prior Meetings

   Regular Meeting – September 17, 2026

   A motion to approve the minutes of September 17, 2026, was made by Combs, seconded by Harrison, four yeas, Carmack abstained.

NEW BUSINESS

6. **AUTHORIZATION OF A "THEN & NOW" CERTIFICATE FOR $5,896 AND AUTHORIZE PAYMENT OF SAID AMOUNT TO CHOICE ONE ENGINEERING FOR THE EAST BROADWAY STREET RECONSTRUCTION PROJECT.**

   A motion to authorize a "Then & Now" certificate to Choice One Engineering in the amount of $5,896 was made by Combs, seconded by Carmack, all yeas.

7. A motion to accept the invoice list of payments totaling ($1,120,891.19) was made by Combs, seconded by Carmack, all yeas.

8. A motion to accept August Financial Statements was made by Combs, seconded by Carmack, all yeas.

OLD BUSINESS

9. None

COMMUNICATION ITEMS

10. COMMUNICATIONS & REPORTS

Mayor Burke

a. Mayor Burke commended Sergeant Adams and city staff for organizing a successful National Night Out event, noting strong community participation.

b. She reported that the city would be meeting with Choice One Engineering the following day regarding the upcoming street paving program.

Director of Finance Tina Williams

a. Absent

Administrator Chris Hacker

a. Administrator Hacker confirmed a pre-construction meeting was scheduled for the following day with JK Meurer and Choice One Engineering for the street paving program. He noted the program is primarily a grind-and-pave effort, with the addition of storm sewer work along North Section Street to protect the pavement investment by redirecting water off the roadway.

b. He relayed information received from Warren County regarding planned pavement repair work on I-71 northbound to State Route 48 northbound ramp, scheduled for Sunday, October 4, between 7:00 p.m. and 7:00 a.m. Traffic would not be fully closed but would be shifted to accommodate the work.

c. Administrator Hacker reported that city staff met with the new District 8 Chief for ODOT, who introduced himself and discussed coordination efforts for snow and ice removal along State Route 48 through the upcoming winter season. He expressed confidence in the partnership going forward.

d. In response to Mayor Burke, he confirmed the contractor is on-site and work has commenced for the Water Tower Rehabilitation project. Drop cloths are being placed in preparation for exterior cleaning and painting. He clarified that while a fresh coat of paint is part of the scope, the project is a full rehabilitation. Additionally, conduit brackets are being installed to support future telemetry integration with the city's SCADA software, which will allow for improved water pressure monitoring directly at the tower rather than solely at the underground PRV.

e. Administrator Hacker reported that the community center roof project remains on track for the original 60-day completion estimate. While August's unusually wet weather caused lost working days, the contractor, Kelly and Carpenter, was able to deploy a second crew for approximately one and a half weeks due to a material delay on another job, which he indicated should offset the rain delays.

Law Director Chase Kirby

a. Law Director Kirby reported that he has been conducting research, in collaboration with Mayor Burke, Administrator Hacker, and the city's zoning and code enforcement officer, on the legal process for addressing properties that constitute public nuisances beyond mere aesthetic concerns – specifically those posing threats to public safety, fire hazards, or health risks.

   He outlined the applicable statute, Ohio Revised Code §3767.41, which governs the process by which a municipality may file a civil action in common pleas court to have a building declared a public nuisance, and subsequently seek either an injunction or authorization for demolition. He noted that the process requires the city to serve property owners and that the court must determine both that a nuisance exists and that the owner was given a reasonable opportunity to abate it. He acknowledged this course of action carries significant expense but indicated it is sometimes necessary for properties that have moved beyond the scope of the city's existing enforcement tools. He confirmed that no action has been filed yet, but that serious discussions are underway for several properties where prior remediation efforts have been exhausted.

Sgt. Corey Adams

a. Absent

Councilmember David Smith

a. Councilmember Smith mentioned Duke cutting up the streets and asked if we have checked with Duke about their plans for the next two years so we can make sure we are not paving a street and then Duke digging it up. Administrator Hacker responded that he would reach out to Duke.

b. Councilmember Smith inquired whether the city has an existing ordinance requiring utility contractors to restore excavated road sections to an equal or better condition than prior to the dig, citing observed instances of immediate settlement and divots following repairs. Administrator Hacker confirmed that the right-of-way permit language does address restoration standards and noted that new construction carries a one-year warranty, though he was uncertain whether that warranty extends to repair work. Councilmember Smith requested that staff look into strengthening the applicable language and explore including a warranty provision for repair work.

c. Councilmember Smith proposed that the city consider installing a larger, removable message sign along State Route 48, similar to signs used by the City of Lebanon, to improve community communication about events and announcements.

Councilmember Lisa Fedor

a. Councilmember Fedor commented that the proposed community sign could serve well as a debut venue for the upcoming horse parade.

b. She also noted that the Events Committee would need to convene soon to address planning for the Halloween event and the horse parade and confirmed that the parade route is expected to remain the same as in prior years.

c. Councilmember Fedor also recognized Sergeant Adams for National Night Out. She reported that the city's tree lighting event is planned for Saturday after Thanksgiving and will include Santa Claus. Mayor Burke added that there will be free photos, small gifts for children, hot chocolate, hot cider, and a musical performer.

Councilmember Sharon Carmack

a. Nothing to Report.

Councilmember Maryan Harrison

a. Councilmember Harrison also stated appreciation for National Night Out.

Councilmember Linda Allen

a. Absent

Councilmember Brenda Combs

a. Nothing to report.

11. Mayor Burke asked for a motion to adjourn the meeting at 6:21 p.m. A motion was made by Fedor, seconded by Smith, all yeas.

Tina Williams, Director of Finance/Clerk

Linda S. Burke, Mayor

For an audio copy of the October 1, 2026, City of South Lebanon Council Regular Meeting, please contact the Director of Finance at twilliams@southlebanonohio.org.