

**CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
December 19, 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

Karie Novesl, Client Service Executive with Hylant Administrative Services – gave a presentation regarding the city’s liability insurance. She reported that no changes were made to the insurance, and the coverage is the same. South Lebanon’s rate increased (6.73%) and the reason for increase was due to building values.

Sam Echuri, Developer for River Creek Lofts, and Tim Grieve, the Project Engineer with Thomas Graham & Associates gave an update on the construction of the development. The Clubhouse will open in the summer of 2025. Mr. Echuri stated there are currently 121 units and previously there were 108 units. Mr. Grieve mentioned that he contacted the Ohio Department of Natural Resources regarding kayak access on the river. He stated that the access is outside of the Little Miami River zone.

4. Mayor Burke opened the floor to the public.

John Laws, 89 Bedles Court, South Lebanon – gave an update on Convention of States.

Mayor Burke closed the floor to the public.

NEW BUSINESS

5. RESOLUTION 2024-48, A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO CREATE SUPER BLANKET PURCHASE ORDER(S) AS PERMITTED BY OHIO REVISED CODE 5705.41(D)(3), AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Allen, seconded by Carmack, all yeas. By title only, Resolution 2024-48, a motion to adopt was made by Combs, seconded by Allen, all yeas.

6. RESOLUTION 2024-49, 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 2025, AND FURTHER AUTHORIZING PAYMENT OF THE ANNUAL PREMIUM, 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 2024-49, a motion to adopt was made by Allen, seconded by Fedor, all yeas.

7. RESOLUTION 2024-50, A RESOLUTION APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE CHANGE ORDER #2 WITH BENCHMARK LAND MANAGEMENT, LLC FOR THE FOREST AVENUE RECONSTRUCTION PROJECT, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Combs, seconded by Carmack, all yeas. By title only, Resolution 2024-50, a motion to adopt was made by Allen, seconded by Combs, all yeas.

8. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$347,009.44) was made by Allen, seconded by Combs, all yeas.

9. AUTHORIZATION OF LAW DIRECTOR'S INVOICE

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

10. APPROVAL OF THE NOVEMBER 2024 FINANCIAL STATEMENTS

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

OLD BUSINESS

11. ORDINANCE 2024-28, SECOND READING, AN ORDINANCE TO MAKE "TEMPORARY" APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF SOUTH LEBANON, STATE OF OHIO, FOR THE PERIOD OF JANUARY 1, 2025 THROUGH MARCH 31, 2025

By title only, Ordinance 2024-28, a motion to adopt was made by Allen, seconded by Carmack, all yeas.

12. RESOLUTION 2024-47, SECOND READING, A RESOLUTION OF THE CITY OF SOUTH LEBANON, OHIO, SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNAL (AMERICA 250-OH)

By title only, Resolution 2024-47, a motion to adopt was made by Allen, seconded by Carmack, all yeas.

COMMUNICATION ITEMS

13. COMMUNICATIONS & REPORTS

Mayor Burke

- a. Mayor Burke mentioned that Light Up Main was a great touch with Santa and his elves.
- b. Stated that there was a wreath-laying on Veteran's Day at the Veterans Memorial Park, and she would like to have future wreath-laying's on significant dates in history for veterans and others.
- c. Reminded everyone that the holiday luncheon for staff and affiliates is on December 20th at 11:00am
- d. Reminded everyone that the retirement party for Sheriff Larry Sims is in the Commissioner room, located at 406 Justice Dr. in Lebanon from 1:00 to 2:00 p.m.
- e. Congratulated the newly elected county officials, county and statewide
- f. Stated that she performed her first wedding on November 9, 2024.

Director of Finance Tina Williams

- a. Distributed a schedule from 2017-current. Gave an update on STAR Ohio investment earnings for 2024.

Administrator Jerry Haddix

- a. Announced that an offer was made for the Lead Water Operator position and that individual will be starting at the beginning of the year.
- b. Stated that the Hobart Street sidewalk wrapped up and just finished restoration.
- c. Reported trash collection was delayed from Thursday pickup to Friday due to the holidays.

Law Director Andrew Meier

- a. Nothing to report.

Sgt. Corey Adams

- a. Reported, the Warren County Sheriff's Office received an e-mail this week regarding a current QR code scam. Individuals have been receiving unknown gifts with their personal information inside, along with a QR code card. Informed

everyone that they should not scan the QR code because personal information from their phone can be downloaded from a website.

Harrison asked if the information should be discarded

Sgt. Adams answered Yes

Rolin Spicer

- a. Nothing to report.

Lisa Fedor

- a. Nothing to report.

Sharon Carmack

- a. Nothing to report.

Maryan Harrison

- a. Nothing to report.

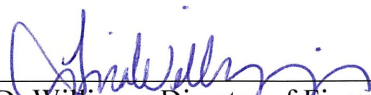
Linda Allen

- a. Reported to be aware of a phone scam that could potentially trick people into giving away their money.

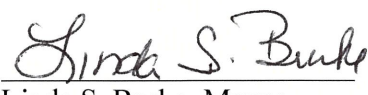
Brenda Combs

- a. Reported serving 460 kids on a Saturday

14. Mayor Burke asked for a motion to adjourn the meeting at 7:02 p.m. A motion was made by Allen, seconded by Combs, all yeas.



Petrina D. Williams, Director of Finance/Clerk



Linda S. Burke, Mayor

For an audio copy of the December 19, 2024 City of South Lebanon Council Regular Meeting, please contact the Director of Finance at twilliams@southlebanonohio.org.