

CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
April 17, 2025
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.

No public comments.

Mayor Burke closed the floor to the public.

NEW BUSINESS

5. ORDINANCE 2025-09, AN ORDINANCE ADOPTING WARREN COUNTY'S "REQUIREMENTS AND STANDARDS FOR THE DESIGN AND CONSTRUCTION OF STREETS AND ROADWAY FACILITIES"

6. ORDINANCE 2025-10, AN ORDINANCE ADOPTING A VENDOR APPLICATION FEE SCHEDULE FOR CITY-SPONSORED SPECIAL EVENTS, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Fedor, seconded by Carmack, 4 yeas, Allen Nay, Combs abstained. By title only, Ordinance 2025-10, a motion to adopt was made by Fedor, no second was made. The Emergency Ordinance failed.

Mayor Burke scheduled another vote.

A motion was made to move Ordinance 2025-10, to a first reading by Harrison, seconded by Allen, 5 yeas, Combs abstained.

7. RESOLUTION 2025-14, APPROVING AND FURTHER AUTHORIZING THE RENEWAL OF THE CITY'S [TRADITIONAL] HEALTH INSURANCE, DENTAL, AND LIFE INSURANCE PLANS WHICH ARE OFFERED TO FULL-TIME CITY EMPLOYEES, 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 2025-14, a motion to adopt was made by Combs, seconded by Carmack, all yeas.

8. APPROVAL OF PURCHASING A JOHN DEERE TRACTOR WITH NEEDED COMPONENTS THROUGH STATE CONTRACT PRICING.

A motion to approve the purchase of a John Deere tractor with needed components in the amount of \$66,622.78 was made by Combs, seconded by Carmack, all yeas.

9. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$116,807.21) was made by Allen, seconded by Combs, all yeas.

10. AUTHORIZATION OF LAW DIRECTOR INVOICE

A motion to authorize the invoice for payment of \$40.00 was made by Carmack, seconded by Combs, all yeas.

11. APPROVAL OF MARCH 2025 FINANCIAL STATEMENTS

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

12. APPROVAL OF MEETING MINUTES

Special Meeting-March 27, 2025

Regular Meeting – April 3, 2025

A motion to adopt the minutes was made by Allen, seconded by Harrison, 4 yeas., Carmack and Combs abstained.

OLD BUSINESS

13. ORDINANCE 2025-08, SECOND READING, AN ORDINANCE ADOPTING ZONING REGULATIONS TEXT AMENDMENT RELATING TO A CHANGE TO THE FENCE HEIGHT FOR PRIVATE SWIMMING POOLS

Mayor Burke stated that a vote to disapprove would be “nay” and a vote to approve would be “yeah.”

Combs asked for Meijer’s legal advice.

Meijer recommended approval of the City Council, otherwise there will be continued requests for fence height variances brought before the Board of Zoning Appeals on a regular basis.

Mayor questioned, for the safety of the City, who would be monitoring the changes to enforce the code. She is concerned that we do not have the manpower. Further, she is concerned that drowning is the lead cause of death for children ages 1-4 years old in the United States.

Haddix clarified that a recommendation of denial from the Planning Commission to change the zoning regulation requires a majority of 5 votes from City Council.

Discussions ensued regarding that a “nay” vote means rejection of the text amendment which follows the recommendation of the Planning Commission’s denial. Further a “yeah” vote would change the text and make the height 4’ feet instead of 6’ feet, against the recommendation of the Planning Commission.

By title only, Ordinance 2025-08, a motion to adopt was made by Spicer, seconded by Carmack; Allen-nay, Carmack-yeah, Combs-nay, Fedor-yeah, Harrison-nay, Spicer-yeah.

Mayor Burke stated that the motion has failed.

COMMUNICATION ITEMS

14. COMMUNICATIONS & REPORTS

Mayor Burke

- a. Mayor Burke discussed that the City of South Lebanon has been busy.
- b. Mayor Burke stated that we met with CivicPlus to discuss updating our website.
- c. Mentioned that the Tax Department has been busy and successful, with the facilitation of the Finance Department.
- d. Reminded everyone that the City’s Community Spring Clean-Up Day is set for April 26, 2025, at Rogers Park. Rumpke trucks will be at Rogers Park at 8:00 AM. With the clean-up scheduled from 9:00 AM 12:00 PM. Haddix added that Rumpke will be accepting the same items they collect on trash days; no tires, paint or freon. The Boy Scout Troop from Clarksville will be participating. Mentioned that the City is seeking volunteers to help.
- e. Stated that the City had an emergency gas line break on April 16, 2025. Mentioned that the Public Works Department handled the serious safety hazard quickly and responsibly. The Public Works Director will address the gas line break.
- f. Encouraged everyone to watch a presentation from EmpowerU discussing New Life for the Old Powder Factory on April 17, 2025, from 7:00 PM to 8:30 PM ET.

- g. Discussed Warren County Health District's Report. Stated that she attends the Warren County Health District Board meetings and encourages questions.

Director of Finance Tina Williams

- a. Mentioned that the tax season was successful. Discussed that the additional after-hours times for the tax season were busier compared to previous years.
- b. Stated that the City Council should have received an email from the Auditors at Julian Group regarding related parties' questionnaires. Mentioned that if the Council has not responded, the auditors will send an additional email.
- c. Stated that the Tax Department is currently working on the 2024 audit. Plans to have the audit completed by the summer season.

Administrator Jerry Haddix

- a. Wished everyone a Happy Easter
- b. There will be a Board of Zoning Appeals Hearing on April 22, 2025, to receive public comments on an application of Smileyland Properties, LLC for a variance on the property at 263 King Avenue
- c. There will be a Special Meeting of City Council on April 24, 2025, at 6:00 PM, for a Public Hearing to receive public comments on proposed zoning text amendments related to the retail sale of cannabis within the City.
- d. There will be a Planning Commission meeting on April 29, 2025, at 6:00 PM, for phase two of the Arbors at Grandin Pond.
- e. There will be a pre-construction meeting on April 23, 2025, for the I-71 and State Route 48 interchange project.
- f. There will be a pre-construction meeting on April 24, 2025, for the Morrow Road Project. A construction schedule will be provided at the City Council meeting on May 1, 2025. The construction will be from Mary Ellen Street to Mary Lane and begin after Memorial Day.
- g. Announced that the South Lebanon Flood Plain Maps will go into effect on April 23, 2025.

Public Works Director Harry Holbert

- a. Reported that the Public Works Department had a gas leak incident on Zoar Road while working on a project. Stated that the Public Works crew was cleaning the property and they hit a gas regulator that was above-grade. They called

emergency services, and the Union Township Fire department responded quickly. An inspector conducted a third-party review and indicated that the gas regulator was not on Duke Energy's map, therefore the incident was unavoidable. Nobody was injured and the equipment is operating. Duke Energy responded quickly and accurately.

Law Director Andrew Meier

- a. Nothing to Report.

Sgt. Corey Adams

- a. Working with the Events Committee on National Night Out at Veteran's Park on August 5, 2025, from 6:00 p.m. to 8:30 p.m. Reminded everyone that he plans on distributing a flyer.
- b. Plans to have a patrol car in the City on random days to focus on traffic offences throughout the summer season.
- c. Applaud Union Township Fire Department for their hard work and quick response to structuring fires and the gas leak on Zoar Road.
- d. Stated that there is a new owner of the complex on Forest Avenue at the location of the U.S. Post Office and the South Lebanon Wash N' Dry Coin Laundromat. He further stated that the new owner plans on purchasing new equipment, repaving the parking lot and updating the building.

Rolin Spicer

- a. Questioned if the City owns the property at the intersection of Morrow Road and Shawhan Road over the hill, to which Haddix presented a map discussing the City's ownership.
- b. Stated that there have been common occurrences of vehicle tire blowouts from individuals coming over the hill from Morrow Road, reaching the top of the hill and hitting the sidewalk. Mentioned the possibility of moving the sidewalks.

Haddix stated that he would contact the County Engineer who is a City resident.

Lisa Fedor

- a. Nothing to Report.

Sharon Carmack

- a. Nothing to Report

Maryan Harrison

- a. Mentioned the Easter Egg hunt was eventful.
- b. Asked if the City could purchase a lockbox to have access to the restrooms after hours.

Linda Allen

- a. Questioned if the Citywide yard sale has been scheduled, to which Haddix replied not at this time.

Brenda Combs

- a. Mentioned that she appreciated the beautiful flowers from the City.
- b. Expressed her sincere gratitude to Union Township First Responders for their quick response while she experienced a serious medical condition.

15. Mayor Burke asked for a motion to adjourn the meeting at 6:34 p.m. A motion was made by Allen, seconded by Combs, all yeas.


Jennifer O'Brien, Clerk of Council


Linda S. Burke, Mayor