

**CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
September 18, 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
4. PUBLIC HEARING: APPLICATION FOR A ZONING MAP AMENDMENT
SUBMITTED BY Dennis Hoff, LLC, TO REZONE 0.281 ACRES OF PROPERTY AT
150 N. MAIN STREET.

Haddix stated that in 2023, Dennis D. Hoff LLC purchased the property and has continued the four (4) rental apartments. Subsequently, the Village adopted the Village Comprehensive Plan which shows the property as the “Historic Core” area which promotes mixed use development. The Owner is requesting to rezone the property from RFP to B-1 as he is planning to move a hair salon into the lower, store-front level. Since they have been continually occupied, the rental units on the upper level of the property would remain as a “non-conforming” use if there is not a six-month span of vacancy.

Haddix stated on August 12, 2025, the City Planning Commission unanimously recommended the approval of the zoning map amendment. Further stating that the City Council is required to conduct a public hearing. Haddix stated that the Public Hearing Notice was published in the Journal-News on August 19, 2025.

Dennis Hoff – 6060 Mason-Morrow-Millgrove Road, Morrow, OH. 45152- Stated that he purchased the building for his wife to relocate her hair salon from Morrow to South Lebanon. Mr. Hoff discussed proposed renovations of the building.

5. Mayor Burke opened the floor to the public.

Mayor Burke closed the floor to the public.

NEW BUSINESS

6. **RESOLUTION 2025-38**, EMERGENCY RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE WARREN COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, 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 2025-38, a motion to adopt was made by Allen, second by Carmack, all yeas.

7. **RESOLUTION 2025-39**, A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO EXECUTE AN AGREEMENT WITH THE WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT FOR CALENDAR YEAR 2026
8. **ORDINANCE 2025-18**, AN ORDINANCE ACCEPTING THE ANNEXATION OF 186.2851 ± ACRES IN HAMILTON TOWNSHIP, WARREN COUNTY, OHIO TO THE CITY OF SOUTH LEBANON, OHIO AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Combs, seconded by Allen, all yeas. By title only, Ordinance 202518, a motion to adopt was made by Allen, second by Fedor, all yeas.

9. **ORDINANCE 2025-19**, AN ORDINANCE APPROVING ZONING MAP AMENDMENT FOR THE PROPERTY KNOWN AS 150 N. MAIN STREET IN THE CITY OF SOUTH LEBANON, CONSISTING OF 0.281 ACRES FROM RFP [RESIDENTIAL FLOODPLAIN DISTRICT] TO B-1 [NEIGHBORHOOD BUSINESS DISTRICT]
10. **RESOLUTION 2025-40**, A RESOLUTION AUTHORIZING THE CITY OF SOUTH LEBANON TO PREPARE AND SUBMIT AN APPLICATION FOR THE ZOAR ROAD STABILIZATION PROJECT TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S), AND DECLARING AN EMERGENCY

Haddix stated that the wording of the resolution on the agenda contains an error. Further stated that the resolution should be related to the Zoar Road Stabilization Project instead of the Water Tower Rehabilitation Project.

A motion to waive the two-reading rule was made by Combs, seconded by Allen, all yeas. By title only, Resolution 2025-40, a motion to adopt was made by Allen, second by Combs, all yeas.

11. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$258,559.18) was made by Allen, seconded by Carmack, all yeas.

12. APPROVAL OF August 2025 FINANCIAL STATEMENTS

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

13. AUTHORIZATION OF LAW DIRECTOR INVOICE

A motion to authorize the invoice for payment of (\$4,115.30) was made by Combs, seconded by Carmack, all yeas.

14. APPROVAL OF MEETING MINUTES

Regular Meeting – September 4, 2025

A motion to adopt the minutes was made by Combs, seconded by Fedor, five yeas, Carmack abstained.

Mayor Burke stated that the agenda has been amended to rectify the error of Resolution 2025-40.

OLD BUSINESS

None.

COMMUNICATION ITEMS

15. COMMUNICATIONS & REPORTS

Mayor Burke

- a. The City's Road Paving Project is underway. The Public Works Director will address the specifics.
- b. Stated that the search for a City Administrator is currently posted on the Ohio Plan website.
- c. Stated that the City is actively working on updating the website by the end of the year.
- d. Stated that the City is working with a graphic designer to create a City Logo.
- e. Attended the Municipal League Dinner on September 17, 2025. Stated that there is an Economic Development organization in Warren County. Stated that the organization is made up of several board members, who can assist with capital budget resources.
- f. There will be a meeting with Adam Mathews on September 23, 2025, to discuss the capital budget for December.

- g. Stated that recent legislation passed Ohio “HB 96” exempting personal notes of public officials and employees from public records requests.

Director of Finance Tina Williams

- a. Absent

Administrator Jerry Haddix

- a. Stated that the City is submitting a pre-application for emergency funding related to the Zoar Road Rehabilitation Project.
- b. Discussed being proactive on social media regarding details of the electric aggregation program. Stated that the City will be saving \$1.50 per kW compared to Duke Energy. Haddix stated that Dynegy will not solicit door-to-door sales.
- c. Stated that the Code Enforcement Officer is in the process of sending out courtesy clean-up notices.
- d. Remarked that Fillmore Construction is doing a great job paving Morrow Road.

Public Works Director Harry Holbert

- a. Apologized for the inconvenience of the City’s Road projects.
- b. Stated that the City’s Road Projects include Forest Avenue, Morrow Rd., Pike St., Vista Ridge Dr. and Zoar Rd. Discussed details of the city’s public roadway projects.

Combs addressed that the manhole covers are deep and dangerous on Morrow Road.

Holbert stated that he is addressing the manhole covers on his punch list.

Combs asked if the Public Works Department can temporarily fix the manhole covers, to which Holbert stated “yes.”

Carmack asked if Morrow Road was narrowed by four feet for better drainage?

Holbert stated that drainage is a significant reason for the narrowing on Morrow Road. He discussed the new standards for public roadways and reasons for narrowing.

Law Director Chase Kirby

- a. Stated that he is in the process of drafting legislation to address safety regulations regarding micromobility devices in the City. Stated that he will consult with Sgt. Adams and Mayor Burke. Stated that he will present the legislation to City Council for consideration.

- b. Stated that he spoke with the Code Enforcement Officer and he looks forward to collaborating with him.

Deputy Troy Fox

- a. Nothing to Report

Rolin Spicer

- a. Nothing to Report

Lisa Fedor

- a. There will be an Events Committee Meeting in mid-October to discuss the Christmas Lighting and Christmas Horse Parade.

Sharon Carmack

- a. Nothing to Report

Maryan Harrison

- a. Nothing to Report

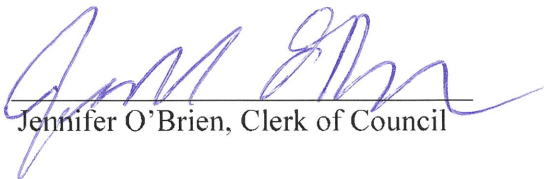
Linda Allen

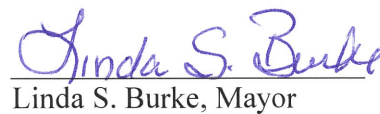
- a. Nothing to Report

Brenda Combs

- a. Nothing to Report

16. Mayor Burke asked for a motion to adjourn the meeting at 6:35 p.m. A motion was made by Combs, seconded by Fedor, all yeas.


Jennifer O'Brien, Clerk of Council


Linda S. Burke, Mayor

For an audio copy of the September 18, 2025, City of South Lebanon Council Regular Meeting, please contact the Clerk of Council at jobrien@southlebanonohio.org.