

CITY OF SOUTH LEBANON
REGULAR MEETING MINUTES
October 16, 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	Lisa Fedor – Present
Sharon Carmack – Present	Maryan Harrison – Present
Brenda Combs – Present	Rolin Spicer – Present

3. Mayor Burke opened the floor to the public.

Steven Smeyne-584 Pauline Dr., South Lebanon, OH 45065. Mr. Smeyne re-addressed his concerns regarding sink holes that he believed developed from a drainage easement. He stated that a second sink hole has developed. Mr. Smeyne requested that the City speed up investigating the sink hole issue.

Colleen Schitter, 1882 Mill Road, Lebanon, Ohio 45036. Ms. Schitter addressed her concerns regarding an email that was sent from a student at Kings High School. Stated that the email was sent to all students encouraging them to vote. Discussed details of the email. Addressed her concerns regarding Kings High School eliminating programs due to Issue 10.

Scott Schitter, 1882 Mill Road, Lebanon, Ohio 45036. Mr. Schitter addressed his opposition to Ballot Issue 10 for Kings High School. Discussed the components of Issue 10. Encouraged everyone to vote.

Mayor Burke closed the floor to the public.

Harry Holbert, Public Works Director, presented handouts discussing the PASER Rating Study for the 2025 Paving Program. Discussed pavement maintenance and emergency street repairs. Introduced Troy Niese from Choice One Engineering.

Haddix stated that Mayor Burke implemented the 2025 Paving Program. Stated that the program is funded by local and intergovernmental funds.

4. GUESTS

Troy Niese, Choice One Engineering-Discussed the PASER Rating Study for the 2025 Paving Program.

Carmack asked why Morrow Road was narrowed by four feet?

Mr. Niese stated that the City received complaints about speeding. Further stated that traffic narrowing was implemented to reduce speeding.

Mayor Burke stated that Choice One Engineering's advice has been valuable for the 2025 Paving Program.

Haddix reminded everyone of the Choice One Engineering Masters Charity Cup Event on November 5, 2025.

Mr. Niese discussed the details of the Choice One Engineering Masters Charity Cup Event.

Mayor Burke stated that members of City Staff will be attending the event.

NEW BUSINESS

5. **ORDINANCE 2025-21**, AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE 2025-05 FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF SOUTH LEBANON, STATE OF OHIO, FOR THE PERIOD OF JANUARY 1, 2025, THROUGH DECEMBER 31, 2025, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Fedor, seconded by Carmack, all yeas. By title only, Ordinance 2025-21, a motion to adopt was made by Combs, second by Fedor, all yeas.

6. **ORDINANCE 2025-22**, AN ORDINANCE AMENDING ORDINANCE NO. 2013-8 RELATED TO THE ADOPTION OF THE 2012 EDITION OF THE *INTERNATIONAL PROPERTY MAINTENANCE CODE* ("IPMC") AND SET APPLICATION FEE FOR FILING PROPERTY MAINTENANCE APPEALS, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Combs, seconded by Fedor, all yeas. By title only, Ordinance 2025-22, a motion to adopt was made by Allen, second by Carmack, all yeas.

Allen asked if the Property Maintenance Appeals is the same Committee as the Board of Zoning Appeals.

Haddix stated "yes." Discussed the adoption of Ordinance No. 2013-8.

7. **RESOLUTION 2025-42**, A RESOLUTION ADOPTING THE WARREN COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION FIVE-YEAR PLAN UPDATE, AND DECLARING AN EMERGENCY

A motion to waive the two-reading rule was made by Allen, seconded by Combs, all yeas. By title only, Resolution 2025-42, a motion to adopt was made by Combs, second by Carmack, all yeas.

Mayor Burke stated that the City Council is provided with a Council Packet prior to the Council Meetings. She further stated that City Council does its due diligence regarding questions related to the packet.

Haddix stated that the Council Packet is provided online prior to the City Council meeting.

8. AUTHORIZING THE DIRECTOR OF FINANCE TO SEND AN AMENDED CERTIFICATE TO THE WARREN COUNTY AUDITOR FOR FISCAL YEAR 2025.

A motion to authorize the Director of Finance to send an amended certificate to the Warren County Auditor was made by Allen , seconded by Carmack, all yeas.

9. AUTHORIZATION OF INVOICES

A motion to authorize the invoices for payment (\$900,420.57) was made by Combs, seconded by Fedor, all yeas.

10. APPROVAL OF THE SEPTEMBER 2025 FINANCIAL STATEMENTS

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

11. AUTHORIZATION OF LAW DIRECTOR INVOICE

A motion to authorize the invoice for payment of (\$4,220.30) was made by Combs, seconded by Carmack, all yeas.

12. APPROVAL OF RESCHEDULING COUNCIL MEETING DATE

Discussions ensued regarding rescheduling the Council Meeting date from January 1, 2025, to Tuesday, January 6th or Thursday, January 8th.

A motion to change the Regular Council meeting date from Thursday, January 1, 2025, to Tuesday, January 6, 2025, at 6:00 p.m. and arrange the Organizational Meeting beginning at 5:30 p.m. on January 6, 2025, was made by Allen, seconded by Combs, all yeas.

13. APPROVAL OF MEETING MINUTES

Regular Meeting – October 2, 2025

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

OLD BUSINESS

None

14. ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE AUTHORIZED UNDER SECTION 121.22(G)(1) OF THE OHIO REVISED CODE FOR CONFERENCE WITH THE CITY LAW DIRECTOR TO CONSIDER THE APPOINTMENT, EMPLOYMENT, OR COMPENSATION OF AN EMPLOYEE.

A motion to enter executive session at 6:49 p.m. was made by Allen, seconded by Combs, all yeas.

A motion to exit out of executive session at 7:01 p.m. was made by Allen, seconded by Combs, all yeas.

Mayor Burke stated that no action was taken.

. COMMUNICATION ITEMS

15. COMMUNICATIONS & REPORTS

Mayor Burke

- a. Trick or Treating will be on Friday, October 31, 2025, from 6:00 – 8:00 p.m.
- b. There will be a Wreath Laying for Veterans Day.
- c. Expressed her appreciation for City Council. Stated that her door is always open for discussions.

Director of Finance Tina Williams

- a. Stated that the Tax Department is preparing to close the books for 2025.
- b. Discussed details of the Seek Comparison Report that was included with the monthly Financial Report for September.
- c. Stated that the City is working on the ability to file taxes online for the next tax season.
- d. There have been meetings with the Center for Local Government to narrow down options for the City's Health Insurance Plan. Stated that she anticipates open enrollment starting in November. Discussed the benefits of an insurance pool.

Mayor Burke stated that the Clerk of Council will be added to the Communications & Reports for future Council Meetings.

Public Works Director Harry Holbert

- a. Provided a report to Council on the happenings within the Public Works Department. The report included information on the City's public roadways, public water and sewer systems.

Administrator Jerry Haddix

- a. There will be a Public Hearing held by the City's Planning Commission on October 23, 2025. Discussed details of the Public Hearing.
- b. Amy Butler will be attending the Annual Impact Conference.
- c. Chad Minnix continues to move forward with property zoning and maintenance.

Law Director Chase Kirby

- a. Mr. Kirby apologized for being absent from the Council Meeting on October 2, 2025.
- b. Stated that he is drawing upon other municipalities regarding issues with micromobility devices on the City's roadways. Plans to present an ordinance to Council.

Deputy Patrick O'Brien

- a. Discussed the new crew of Deputy Sheriffs for the city patrol.

Mayor Burke welcomed Deputy O'Brien and stated that the Deputy Sheriffs are fully supported by the City.

Rolin Spicer

- a. Nothing to Report

Lisa Fedor

- a. There will be an Events Committee Meeting on October 23, 2025, at 6:30 p.m.

Sharon Carmack

- a. Nothing to Report

Maryan Harrison

- a. Nothing to Report

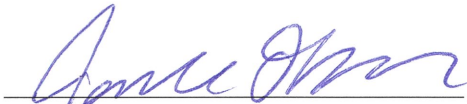
Linda Allen

- a. Nothing to Report

Brenda Combs

- a. Nothing to Report

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


Jennifer O'Brien, Clerk of Council


Linda S. Burke, Mayor