

## MALVERN VILLAGE REGULAR COUNCIL MEETING

October 4, 2021

Page 1 of 2

Meeting opened with the Pledge of Allegiance.

**ROLL CALL:** Mayor DeLong, Barb Burgess, Hubbard, Thompson, Craig DeLong, and Wackerly were in attendance. Brittany Burgess was absent. Kaltenbaugh and Neading were also in attendance.

Motion by Wackerly, second by Hubbard to approve the minutes from the regular meeting of September 20, 2021. All council members approved.

### CITIZEN COMMENTS:

**PARK:** Hubbard asked when the portable restrooms would be removed. It was discussed and determined November 1<sup>st</sup>.

Thompson asked if the letter board sign at the park entrance was going to be updated and noted the letters were falling off. Jeff will post the trick or treat information on the board.

Mayor DeLong discussed that the scouts painted the posts in the park for an eagle scout project and they did a nice job.

Wackerly asked if the memorial bench had been delivered to the service garage. Jeff has not seen the bench yet.

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the appropriations, revenue, fund status, receipts; and payments as of 10/4/21. She highlighted that revenues are doing well with income tax collections up by more than \$9,000 from 2020 and we have already exceeded the budgeted amount for 2021. Property tax collections also exceeded the expected amount by \$6,000. Neading noted that with the ongoing pandemic, she was cautious with the budget, but the Village has done well. Neading also discussed that the appropriations should be around the 75% mark or less. She further discussed that a few categories have exceeded the 75%, but all payments from the accounts have been made for the year; such as the loan payments. Neading received notice from the Office of Budget Management to submit documents for the COVID Relief Funds for review. She had to send in legislation and accounting details and they will review our documents in the upcoming weeks and notify us if they need additional information. Neading reported that the quarterly reports were completed and filed. She also noted RITA mailed out the subpoena letters for non-filers to 177 residents.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh discussed the service department has been working with Miller Pipeline on the gas line project. He would like to get more patching completed in the upcoming weeks. Kaltenbaugh has not heard anything back regarding any of the grants. Kaltenbaugh discussed purchasing a hot box for the service department which would allow them to complete patch work with hot asphalt which allows for a better repair. The hot box also allows them to reheat the asphalt, reducing waste. The box Kaltenbaugh is looking at also includes a tar tank that would allow the service department to complete the crack sealing on the roads, instead of hiring the work out. The cost of the hot box with the tar tank would be \$38,581.00. Mayor DeLong asked how long it would take to get the machine in. Kaltenbaugh explained that it would be approximately four (4) weeks. Craig DeLong asked if there was a place to store the box. Kaltenbaugh reported that there will be room to store it in one of the garages. Barb Burgess made a motion to purchase the hot box with tar tank not to exceed \$39,000.00, second by Craig DeLong. All council members approved.

**MAYOR:** DeLong contacted the Sheriff's office with trick or treat times. He noted Brown Township Trustees have picked up the proposal for Sycamore Road, but have not returned the signed agreement. He discussed that the school has sent back the lease agreement with some updates. Neading has sent their changes to Murdock for his review. DeLong and Kaltenbaugh will be meeting with the school board on the 18<sup>th</sup> to further discuss the lease. DeLong discussed that several applications had been received for the Service Department Job and interviews will be held on the 12<sup>th</sup> and he is hopeful that someone can be hired at the next council meeting.

## MALVERN VILLAGE REGULAR COUNCIL MEETING

October 4, 2021

Page 2 of 2

Thompson asked if the applicants were local. DeLong said they were.

**COUNCIL:** Thompson asked if the Crowl car dealership could be contacted to move a truck that is very close to the road.

Barb Burgess noted that the Malvern Crime Watch had an error on the page, they had posted that the Village would be paving Sycamore Road.

Hubbard reported that she attended the Fire Board meeting. There had been 10 calls since the previous meeting. Testing has been approved by the board. They also acquired office furniture that was donated and is worth approximately \$13,000. The department held a ceremony on 9/11 during Dancing on the Bridge. The Board held an executive session to discuss the purchase of property. The board approved Bodo Surveying to complete a land survey.

### LEGISLATURE:

Motion by Barb Burgess, second by Craig DeLong for the first reading of Ordinance 7-2021, An Ordinance amending the regulation of trees and shrubbery within or that abut the public streets and sidewalks of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Wackerly, second by Craig DeLong to change the resolution to include eight (8) employees to accommodate the hire of a new employee. Wackerly, Craig DeLong, Barb Burgess, and Hubbard voted yes; Thompson voted no. Motion by Barb Burgess, second by Wackerly for the first reading of Resolution 2021-23, A Resolution authorizing the Mayor to purchase gift cards for employees for Thanksgiving and Christmas in appreciation of the work they do for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Wackerly, second by Craig DeLong for the first reading of Resolution 2021-24, A Resolution authorizing the Mayor to enter into the Sycamore Road Repaving Agreement with Brown Township for the Village of Malvern, Carroll County, Ohio. All council members approved.

**FINANCE:** Motion by Barb Burgess, second by Thompson to pay the village bills from the appropriate funds for \$3,639.99 in vendor invoices, pre-approved by the Finance Committee 9/30 and \$4,605.64 on 10/4, and \$9,116.86 in payroll pre-approved by the Finance Committee and paid 9/30/2021.

### QUESTIONS:

Mayor DeLong noted the last Dancing on the Bridge meeting for the year would be on the 14<sup>th</sup>.

**ADJOURNMENT:** Motion by Thompson, second Hubbard to adjourn. All council members approved.

**Next regular council meeting will be Monday, October 18, 2021 at 7:00 p.m. at the Malvern Village Hall.**

---

Mayor

---

Fiscal Officer