

## MALVERN VILLAGE REGULAR COUNCIL MEETING

December 6, 2021

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Meeting opened with the Pledge of Allegiance.

**ROLL CALL:** Mayor DeLong, Barb Burgess, Hubbard, Thompson, and Wackerly were in attendance. Craig DeLong entered at 7:13. Brittany Burgess was absent. Kaltenbaugh and Neading were also in attendance.

Motion by Barb Burgess, second by Wackerly to approve the minutes from the regular meeting of November 15, 2021. All council members approved.

Barb Burgess made a motion to enter into executive session for the appointment of a public official, second by Wackerly. All council members approved. At 7:01 all council members, Mayor DeLong, Kaltenbaugh, and Neading entered into executive session. The regular meeting resumed at 7:05. Hubbard made a motion to accept Brittany Burgess' resignation effective immediately, 2<sup>nd</sup> by Thompson. All council members approved. Mayor DeLong read the resignation letter explaining that her work schedule had changed and that she no longer would be able to fulfill the duties of council member. She thanked the Village and Council for the experience. Wackerly made a motion to appoint Craig DeLong to fill the open council position effective January 1, 2022, second by Thompson. All council members approved.

### **CITIZEN COMMENTS:**

#### **PARK:**

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the RITA, appropriations status, revenue status, fund status, receipts, and payments reports as of 12/6/2021. She reported that the audit is officially complete and copies will be sent to Village emails- in the coming weeks. The subscription for the GoDaddy emails was expiring in the middle of December, she renewed the subscription and there will be no disruption to the service. Neading also updated the website.

Barb Burgess asked Neading if she had obtained the costs to add the additional items to the insurance. Neading will follow up with Whitaker for the information.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh discussed that the Christmas decorations are up. They also put a tree up downtown. The leaf vac had issues and had to be serviced, but the necessary repairs were completed and the vac was back in service to complete leaf cleanup. The service department has been preparing the trucks for the winter. Kaltenbaugh is still waiting to hear back regarding various grants for water projects.

Thompson discussed the alley behind Jim Woods, near the post office. It was asked if the alley could be made into a one way. Kaltenbaugh will look into it. It was also discussed that the Hornets Nest is continuing to deteriorate and asked if there was anything more that can be done. Kaltenbaugh explained that the county has been trying to work on it.

**MAYOR:** DeLong reported the gas line work is almost complete. There are six (6) hookups that need to be completed. They are having a difficult time getting access to some hookups. They will be coming back in the spring to complete the remediation process, they want to wait for better weather to reseed. He discussed that leaf season is complete. The trucks are ready for winter. Mayor DeLong is preparing to set the committees for the year and asked council members to notify him if there is a committee they want to be part of or that they are not interested in.

**COUNCIL:** Hubbard reported on the recent fire board meeting held on November 22<sup>nd</sup>. There were 10 incidents since the previous meeting. On December 15<sup>th</sup> at 7:00, Santa will be at the North Station and the community is invited to drive through and see Santa. Community Development will be supplying cookies, the American Legion, led by Dick Ferguson, will be distributing toys. The next meeting will be December 27<sup>th</sup> at 7:00.

### **LEGISLATURE:**

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Motion by Wackerly, second by Barb Burgess for the third reading of Resolution 2021-27, A Resolution authorizing a Lease Agreement with Brown Local School District allowing the District to use a portion of the Village Park and authorizing the Mayor to sign the Agreement on behalf of the Village of Malvern, Carroll County, Ohio. All council members approved. Motion by Wackerly, second by Hubbard to adopt Resolution 2021-27. All council members approved.

Motion by Barb Burgess, second by Wackerly to suspend rule 731.17 for Ordinance 8-2021 (appropriations), Resolution 2021-29 (water grant), and Resolution 2021-30 (RCAP Agreement). All council members approved.

Motion by Barb Burgess, second by Hubbard to adopt Ordinance 8-2021, An Ordinance temporarily amending the appropriation of various funds of the Village of Malvern, Carroll County, Ohio, for fiscal year 2022 and to expire on March 31, 2022. All council members approved.

Motion by Barb Burgess, second by Hubbard to adopt Resolution 2021-29, A Resolution accepting a water and wastewater infrastructure grant of \$150,000 from the Ohio Department of Development and authorizing the Mayor to sign the Grant Agreement for the Village of Malvern, Carroll County, Ohio, and declaring an emergency. All council members approved.

Motion by Barb Burgess, second by Hubbard to adopt Resolution 2021-30, A Resolution authorizing the Mayor to enter into a contract with Great Lakes Community Action Partnership to maintain the GIS datasets for the public utilities of 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 \$8,614.36 in vendor invoices, pre-approved by the Finance Committee 11/30 and \$6,434.04 on 12/6. Also, \$7,742.04 in payroll pre-approved by the Finance Committee and paid 11/24/2021 and \$7,882.38 on 12/9/2021. All council members approved.

**QUESTIONS:**

Thomas Clapper asked for a copy of Brittany Burgess' resignation letter. Neading will provide at the end of the meeting.

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

**Next regular council meeting will be Monday, December 20, 2021 at 7:00 p.m. at the Malvern Village Hall.**

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Mayor

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Fiscal Officer