**MALVERN VILLAGE REGULAR COUNCIL MEETING**

## September 9, 2026



Meeting opened with the Pledge of Allegiance.

**ROLL CALL:** Mayor DeLong, Burgess, McCort, Hubbard, Wackerly, Holmes, and Wadsworth were in attendance. Kaltenbaugh and Neading were also in attendance with Murdock attending via Teams.

Motion by McCort, second by Hubbard to approve the minutes from the regular meeting of August 17, 2026. All council members approved.

Motion by Holmes, second by Burgess to enter into executive session for personnel matters. All council members approved. At 7:01 all council members, mayor DeLong, Murdock, Kaltenbaugh and Neading entered into executive session. At 7:37 the meeting resumed.

**CITIZEN COMMENTS:**

John Champer was in attendance to discuss the state of the Village. He noted that there are sections of the concrete sidewalks downtown that had been broken when various repairs were being completed and now need to be repaired. He also noted that the catch basin issue needs to be addressed.

Nolan Champer was in attendance to express his various concerns. He suggested that after the last meeting, council consider live streaming the meetings to ensure full transparency and accessibility for all interested parties. He also discussed that content should remain respectful and free from inappropriate language to maintain a professional tone. He discussed that there is a missing manhole cover at State Route 183 and Reed Street. He also asked for a current copy of the Council Meeting Rules of Order. DeLong provided the copy to Champer. Champer also requested an updated copy if any changes were made.

**LEGISLATURE:** Motion by McCort, second by Holmes for the third reading of Resolution 2026-13, A Resolution authorizing the mayor to apply for a loan with OWDA for Phase 2 Waterline Project for the Village of Malvern, Carroll County, Ohio. All council members approved. Motion by McCort, second by Holmes to adopt Resolution 2026-13. All council members approved.

Motion by McCort, second by Wackerly for the third reading of Resolution 2026-14, A Resolution authorizing the Village Administrator to enter into a paving agreement for certain streets within the Village of Malvern, Carroll County, Ohio. All council members approved. Motion by Wackerly, second by McCort to adopt Resolution 2026-14. All council members approved.

Motion by McCort, second by Hubbard to suspend rule 731.17 for Resolution 2026-18 (Taproot Tree Service - Arborist). All council members approved. Motion by McCort, second by Hubbard to adopt Resolution 2026-18, A Resolution authorizing TAPROOT TREE SERVICE LLC, an arborist, to perform a base assessment of certain trees in the Village Park. All council members approved.

Motion by McCort, second by Holmes to suspend rule 731.17 for Resolution 2026-19 (Paving Amendment – additional $15,000 for grinding). All council members approved.

Motion by McCort, second by Holmes to adopt Resolution 2026-19, A Resolution authorizing the Village Administrator to modify the 2026 paving agreement for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Holmes, second by Hubbard to suspend rule 731.17 for Resolution 2026-20 (revised budget – to accommodate phase 2 water project). All council members approved.

Motion by Holmes, second by Hubbard to adopt Resolution 2026-20, A Resolution adopting a revised budget for 2026, with changes to the Water Fund, for the Village of Malvern, Carroll County, Ohio. All council members approved.

**PARK:** Hubbard discussed that the Park Advisory Board will not be meeting again until spring. Hubbard asked for a status update on the electric in the park. Kaltenbaugh explained that Sheets was in and made the necessary repairs. She asked if the picnic tables had been installed. It was discussed that anchors were needed to bolt them to the concrete. Hubbard asked if time permits, the bank near the Dairy Queen has a lot of weeds and could use attention.

Neading reported that the information was back from Taproot on the state of the trees. They recommended that four trees be removed and three be cut back. McCort asked that the issue be put on unfinished business to be discussed at the next meeting.

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the Appropriations, Revenue, Fund Status, Payment and Receipt reports as of 9/9/2026. She discussed that the BWC Payroll True-Up audit was complete. They found that Neading and Foster should be reported under a different administrative code, but there were no issues with the dollar amounts reported. In the future, Neading will report the two wages under the proper classification. Neading reported that she received a public records request from Smart Procure for any contracts from 2025 to present for $50,000 or over and also the Visual Edge copier agreement. Neading also received a Smart Procure request for all purchasing records from 6/22/2026 to current. Neading completed both requests. Neading reported that she organized and categorized the legislation books to make it easier to find documents. She created files for categorized items that are not needed for the rules and regulations that the Village operates under, these files will be retained in the filing cabinets instead of the binder books. Neading discussed that in previous years the Village has utilized the Cintas Boot Truck to purchase the employees' new boots. Last year the boot allowance was $300.00. Wackerly made a motion to have the employees purchase boots through the Cintas Boot Truck with a $300 per employee allowance, second by Holmes. Wackerly, Holmes, Wadsworth, Hubbard and Burgess voted yes; McCort voted no. Neading provided council with an update from Seven Springs Fencing. There was a delay in supplies from the supplier, they anticipate getting the remainder of the materials in the next few weeks.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh reported that the crosswalk at the park has been repaired and the screws have been replaced. He discussed that the crosswalks through town are mostly done. He discussed the need of finishing the crosswalks at night due to reduced traffic. He also noted that he would contact the Sheriff to help with traffic control to be able to paint the crosswalks going across the State Route. He discussed that the grant letter with OMEGA was accepted and they are going to start work on the grant application for the roadway, parking lot, and walking track in the park. He discussed that the electrical issues in the park were due to breakers needing replaced. He discussed that Shelly should be starting paving work in the next few weeks. He discussed that the Service Department worked on trimming trees on Easton Street. McCort asked that more limbs be cut back, that

there are several still hanging low. Kaltenbaugh discussed the excavation work that needs to be completed on Easton Street has been difficult to quote. Many of the excavating companies are not interested, as they are doing a lot of work for the oil and gas companies and do not want to do smaller jobs. It was discussed that J. Green Excavating can complete the work for $15,325 and can complete it in October. Motion by Holmes for J. Green Excavating to complete the necessary work on Easton Street as proposed, not to exceed $15,500, second by Hubbard. Holmes, Hubbard, Wackerly, Burgess, and McCort voted yes; Wadsworth voted no. Kaltenbaugh discussed the catch basins on the State Highway. He explained that the basins are not the issue, the tops are. He is trying to find parts to replace the tops. He noted that the service department has cut the vegetation on the bridge area back. The basketball court had the cracks filled and was sealed.

McCort asked that the dead trees in the ditch on Easton be removed. He also discussed 223 E. Porter and asked if there has been any new updates. Wackerly talked to the property owner and noted that they were waiting for a dumpster to be delivered. He also asked if the Wallace property had any updates. Kaltenbaugh explained that it is a Health Department issue, and he has not heard anything. McCort asked about winter road salt. It was discussed that 150 ton was ordered for the upcoming winter season, but it is much more expensive than in past years. McCort asked what plow season would look like since Jeff Burgess is now part time. Kaltenbaugh explained that everyone is capable of plowing.

Kaltenbaugh discussed that one of the plows needs to be replaced before the upcoming season. He will provide council with pricing at the next meeting.

Kaltenbaugh discussed that the Village has brought in approximately $7 million in grant funding over the last five years. He discussed that he presents the ideas to get the project started and then Neading and Foster work with the organizations to get through the application process. He explained that they are working as a team on the projects and thanked Neading and Foster for their work.

**MAYOR:** DeLong discussed that new front tires are needed on two trucks. He discussed that Dancing in the Park will be Saturday and everything is ready. He discussed that generator maintenance needs to be completed before the end of the year. It was discussed that leaf cleanup will be starting soon. The leaf box was checked and is working properly. DeLong was contacted by the school, the National Honor Society would like to complete a service project and asked if they could paint in the park. The Village would provide the supplies and they would complete the work. The Booster club would like to have a fire in the park on Thursday, October 22nd. It was agreed that Trick or Treat will be October 29th from 5:30 to 7:00. DeLong explained that the Village follows Roberts Rules of Order and the Standing Rules of Council, which are adopted each year. It was discussed that the Standing Rules of Council for the Village should be reviewed and possibly updated. Holmes discussed that the Ordinance Committee intends to meet prior to the next meeting and they will review the rules and bring suggestions to the next meeting. DeLong discussed that Brown Township reached out to discuss the joint police force. Hubbard discussed that she looked into the past levy and in 2012 it was $3.1mill and failed 297 to 238. She discussed that the amount needed now would roughly be an additional $1-2 mill. Council has significant concerns over being able to pass a levy to fund a police district. Kaltenbaugh explained that areas with similar coverage cost approximately $1.4 million annually to operate. It was also discussed that the police coverage provided by the Sheriff's office seems adequate at this time. It was discussed that they are a constant presence in the area. It was agreed that at this time Council does not want

to move forward with establishing a joint police force. DeLong reported that he will be having a meeting with the MCDF representative Sandra Moeglin, Trustee Dustman and EOG representatives on October 5th.

**COUNCIL:** Burgess discussed obtaining pricing for a contractor to spray the vegetation throughout the Village twice a year to help reduce the vegetation growth.

Holmes reported that there would be an Ordinance meeting prior to the next council meeting.

Hubbard reported that she attended the most recent Fire Board Meeting. There had been 15 incidents since the last meeting. They are also working with the Legion on a CPR class. They have been contacting banks to get financing information for the upcoming construction project. She also discussed that the Great Trail Fire Department will be having a Community Walk for the 25th Anniversary of 9/11. The walk will start at the Football Stadium and they will walk to the school for a program. They are asking that individuals be to the stadium by 8:30 and the walk will being promptly at 8:36

**UNFINISHED BUSINESS:** Sidewalks will remain on the agenda; grants will be looked at near the fall.

**FINANCE:** Motion by Burgess, second by Hubbard to pay the village bills from the appropriate funds for: $4,993.31 approved by the Finance Committee 8/31/26 and $4,292.68 approved 9/9/26. Also, bi-weekly payroll of $4,953.32 paid 8/27, $4,749.63 paid 9/10; and monthly payroll of $14,392.50 paid 8/31/26.

**QUESTIONS**:

**ADJOURNMENT:** Motion by Holmes, second by Wackerly to adjourn. All council members approved.

**Next regular council meeting will be Monday, September 21, 2026 at 7:00 p.m. at the Malvern Village Hall.**

Mayor Fiscal Officer