MALVERN VILLAGE REGULAR COUNCIL MEETING

July 20, 2026

Meeting opened with the Pledge of Allegiance.

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

Motion by Wackerly, second by Hubbard to approve the minutes from the regular meeting of July 6, 2026. All council members approved.

CITIZEN COMMENTS: John Champer was in attendance. He commented that the service department has been progressing, but there is still a lot of work to be done.

Nolan Champer was in attendance. He expressed concerns regarding the catch basins and drainage on Porter Street. He noted that during the last heavy rain, there was a lot of standing water. He suggested clearing catch basins and checking on drainage ditches. He also discussed the crosswalk sign near the park. He is concerned that the pole needs tightened and the sign on the post is missing a bolt.

LEGISLATURE: Motion by McCort, second by Hubbard for the second reading of Ordinance 4-2026, An Ordinance establishing that all purchases by the Village Administrator for the Village of Malvern, Carroll County, Ohio, over $10,000 be made by Council approval and only after obtaining at least three quotes, as further outlined in the attached Procurement and Purchasing Policy, and except as otherwise permitted by the Ohio Revised Code; further, establishing the attached policies for financial management and conflict of interest. McCort, Hubbard, Wackerly and Wadsworth voted yes; Burgess voted no.

PARK: Hubbard discussed that they had the first park advisory board meeting in the park. They discussed paving and parking areas within the park. They also discussed the volleyball court and painting picnic tables. The group discussed having a community work day to complete certain projects.

It was also discussed that that the portable restrooms at the t-ball field and the pit could be removed and the restroom at field #1 could be moved to the basketball court.

Neading discussed that she received an email from Shane Black requesting permission to use his metal detector in the park. Council agreed as long as holes were replaced, it would not be an issue.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided council with the RITA, Fund Status, Payments and Receipts as of 7/20/2026. She also noted that she met with Kelly from Ohio Department of Development to complete a grant closeout for design work. Pam Ewing of RCAP and Josh Besancon from Engineering Associates were also part of the meeting. She reported that the grant is now cleared to be closed out. She also discussed that she met with Pam Ewing to discuss Phase 2 funding. Neading provided a summary detailing the $4,143,800 in grant funding has been awarded. She also noted the Village will need a loan of approximately $2,333,200. The loan would be issued for 30 years with a rate of 0.00%. McCort made a motion to proceed with the loan application for OWDA for the remaining balance required to complete Phase 2 construction, second by Burgess. All council members approved. Neading provided council with the information from the GovDeals online auction. The truck and trailer both sold and have been picked up. Neading thanked service department employee Jake Wilson as he was a huge help on getting the items listed and talking with the potential buyers to answer all of their questions and also willing to meet the buyers for pickup. Neading worked with Brock Hutchinson on a letter to put on cars that

were parked near the recycling bins. He is going to put letters out on Wednesday for individuals to move cars for the Thursday emptying of the bins. Neading also posted a reminder on Facebook and has scheduled it to repost each Wednesday morning for the next 3 weeks as a reminder. Neading met with Mike from Seven Springs Fencing. He will be starting work in 2-3 weeks, depending on weather. He is going to start by pulling the existing bollards and back filling the holes and then will start on the fencing.

McCort asked if a location to put old posts had been determined. Kaltenbaugh will have posts put near the service garage. Wackerly knows someone who is interested in the posts.

VILLAGE ADMINISTRATOR: Kaltenbaugh reported that Sheets provided an estimate of approximately $7,000 for the materials to replace the lights on the bridge. He explained that the labor would push the project over $10,000. McCort discussed waiting until the paving project was completed to see if it addresses the vibration issue. It was agreed that the Village would hold on the lighting at this time. Kaltenbaugh discussed that the timing on the traffic light was changed. McCort expressed concerns that the yellow caution light had not been extended. Kaltenbaugh will follow-up with the State. Kaltenbaugh met with the school regarding paving in the park. He also updated council that the cost to fill and seal the cracks on the basketball court would be approximately $1,400. He noted that the Gascon and Cherry Street signs had been ordered. He reported that the service department has been spraying weeds. He also discussed that he has been working on a solution for the drainage issue off of Easton Street. Kaltenbaugh discussed the pricing for the paving bids. The Shelly Company came in with the best pricing at $257,891. Motion by Wackerly second by McCort to accept the bid of the Shelly Company for the 2026 paving project not to exceed $260,000. All council members approved. Kaltenbaugh also reported that there would be piles of sand placed in the park when the fencing project is ready to start. Sand will be used to fill in the holes after the bollards are removed.

MAYOR:

COUNCIL: Holmes discussed the recent storm. He explained that the response time was excellent. Service employee Jake Wilson and an AEP representative were in the park very quickly to address the downed powerline. Kaltenbaugh added that Sheets will be in the park on Tuesday to set a new pole and reset the line. Hubbard included that John Campbell was at the park with caution tape and helped close off the entrance.

Burgess discussed service employee Jake Wilson. She noted that he has stepped up and taken on a leadership role since Jeff Burgess moved to part-time. Burgess made a motion to award Wilson with a $0.50 raise starting with the 7/26/2026 pay period, second by Wackerly. All council members approved.

Hubbard asked if the Byrd property had been addressed. Kaltenbaugh reported that it was recently mowed. Hubbard thanked John Campbell for his help in the park with the storm damage.

McCort discussed that there is a drainage ditch running behind Porter Street that the catch basins drain into. He discussed that the ditch needs cleared of debris. Kaltenbaugh noted that he discussed the issue with the service department and told them they need to clear the ditch.

Wadsworth thanked the service department for the progress they have made.

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: $29,114.39 approved by the Finance Committee on 7/20/26. Also, bi-weekly payroll of $4,759.12 paid 7/16/26. All council members approved.

QUESTIONS: Motion by McCort second by Burgess to enter into executive session for personnel matters to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. All council members, Kaltenbaugh, Neading, and Murdock entered into executive session at 7:39. The meeting resumed at 7:51. No further action was taken.

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

Next regular council meeting will be Monday, August 3, 2026 at 7:00 p.m. at the Malvern Village Hall.

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Mayor Fiscal Officer