

MALVERN VILLAGE REGULAR COUNCIL MEETING

January 5, 2026

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Prior to the meeting, Barb Burgess, Marci Hubbard, Tom Holmes and Michael McCort were sworn in.

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 Zoom.

Motion by Holmes, second by Burgess to approve the minutes from the regular meeting of December 15, 2025. All council members approved.

Motion by Holmes, second by Hubbard to approve the Standing Rules of Council. All council members approved.

Nominations were accepted for Council President. Wackerly nominated Burgess. McCort nominated Hubbard, Hubbard respectfully declined. Hubbard nominated Holmes, second by McCort. Hubbard, McCort, Wackerly, Wadsworth and Burgess voted yes, Holmes abstained.

CITIZEN COMMENTS:

LEGISLATURE:

PARK: DeLong discussed that someone drove through the grass areas in the park and tore up the grass. It was asked that if something is seen, it be reported. Wackerly noted that he would say something to the football coach, as they are lifting in the weight room at the football stadium.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided council with the appropriations, revenue, funds status, payments and receipts as of 1/5/2026. She reported that the website was updated with minutes, new council information, and committees. Also, the Bureau of Workers Compensation Payroll True Up has been filed. She reported that W2s are uploaded to the Social Security Administration, State of Ohio, and RITA and all employees were provided W2s. Also, the 1099s are completed and mailed. Neading filed the CPIM Notice of Exemption with the State through the Center for Public Investment Management. Financials and the Hinkle Notes were submitted to the State on 1/3/26 and the year was closed out in UAN. Information was submitted to the newspaper providing notice that the Financial Statement will be available to the public prior to the February 2nd Council Meeting. Neading noted that the Certificate of Year End Balances was sent to the county, and once approved we can proceed with appropriations for the year. Neading reported that the final grant paperwork was submitted to Carroll County. McCort asked about the grant that was received. Neading explained that it was through the Carroll County Foundation and that it is offered quarterly for approximately \$2,500.00.

VILLAGE ADMINISTRATOR: Kaltenbaugh reported that Daystar had a frozen waterline that broke, which the service department helped locate, but ultimately it was found to be inside of Daystar and was their responsibility to repair. The spent a lot of hours plowing and salting. New Years Eve was exceptionally bad, but the service department did well keeping up with the storm and the roads clear. He noted that the Social Media comments need to end, there was a lot of commentary regarding the service department over New Years. He further expressed his gratitude to the two workers who spent several hours plowing, and praised the work they did. He reported that the auger on one of the salt spreaders is broken and at Cross for repairs. He also discussed the backhoe and that it is having issues. Kaltenbaugh would like to replace it with a small loader. He discussed that work to well #6 is

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underway, it has been cleaned, but still waiting for parts to complete the repair. Kaltenbaugh noted that the tree removal in the park is progressing. He also reported that he is actively working through the EPA violations. He has contacted Pittsburgh Tank for the clear wells, but they have not scheduled the work yet.

Wackerly asked about a catch basin on E. Porter Street, a portion of the grate is missing. Kaltenbaugh will follow up and make sure the grate is replaced.

Hubbard noted that if time and weather permit, there are some spots in need of patching.

McCort asked how long the Village has to correct the EPA violations before fines are imposed. Kaltenbaugh explained that there is time to make the necessary corrections and that he is actively working on the items. He will not let it get to a point where fines would be a discussion.

Kaltenbaugh discussed the issue of “unpaid time off” and asked Council to consider addressing the policy to require vacation and personal time be used before allowing for unpaid time, as it put the Village in a difficult position when an employee has a lot of time left at the end of the year.

MAYOR: Mayor DeLong asked about the Brownfield Grant that the EPA suggested for repairs to the former Perfect Products building. Kaltenbaugh will reach out to the EPA.

COUNCIL: Holmes thanked his fellow council members for nominations for Council President. He also discussed that he wants to make sure the Village is moving forward with 2026 projects to make sure the Village is giving back to the community. It was further discussed that the walking track is the priority, but with possible grant funds available to help with costs, we should explore the grant options first. It was also discussed that the Village needs to find a solution to keep cars out of the grass areas.

Hubbard discussed where North Reed Street and East Wood Street meet at the top of the hill. Mr. Richards is concerned that East Wood Street is getting plowed in at the end as the plow trucks make their way around towards West Wood Street. It is difficult to tell, but Wood Street does extend back towards Mr. Richards, and then meets his driveway. Hubbard also asked if anyone had heard more about the recycling. Kaltenbaugh explained that AEP was not concerned with the leaning pole and everything is good to move forward. Holmes noted that he spoke with Chris Rotondo and also explained what AEP had said regarding the pole.

Wackerly thanked the service department for their efforts in plowing.

McCort asked if the Village has a direct contact to AEP for street lights. He is concerned with the number of lights that are out in the Village. Kaltenbaugh explained that Foster reports all outages that are called in. He also further discussed that all fixtures are going to be upgraded to LED in the next three years. McCort also asked if the Carroll County Commissioners still offer the CDBG funding and what it can be used for. Kaltenbaugh will reach out to see if the application is available.

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Wadsworth asked about updating the street signs. He explained that the Village limit signs were starting to look bad, street signs are hard to read or missing completely. Kaltenbaugh will look into replacement. McCort added that ODOT had a group for Street and Stop signs.

FINANCE: Motion by Burgess, second by Hubbard to pay the village bills from the appropriate funds for: \$41,353.32 approved by the Finance Committee 12/31/25 and \$60,458.13 approved 1/5/26. Also, bi-weekly payroll of \$5,871.25 paid 12/31/25. All council members approved.

QUESTIONS: Thomas Clapper requested that council members stay after the meeting for a group photo.

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

Next regular council meeting will be Wednesday, January 21st, 2026 at 7:00 p.m. at the Malvern Village Hall.

Mayor

Fiscal Officer