

## MALVERN VILLAGE REGULAR COUNCIL MEETING

April 20, 2026

Page 1 of 4

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 Holmes, second by Hubbard to approve the minutes from the regular meeting of April 6, 2026. All council members approved.

**CITIZEN COMMENTS:** Jan Davis was in attendance to discuss current road conditions. He asked about the process of filling holes using the DuraPatching equipment that Brown Township utilizes. It was discussed that tar and stone are layered in the holes and it seems to last longer than the cold patch. Kaltenbaugh explained that he would look into the possibility of working with Brown Township to use their machine in the fall to fix the holes prior to winter. He also noted that hot patch is now being made and patching with the hot mix will start this week. Kaltenbaugh also looked into the mix that could be heated and used in the winter and explained that it would need to be stored in an area that was clean and covered to ensure that no dirt was mixed in as it would limit the effectiveness.

The Brown Local Board of Education members were in attendance to discuss the paving in the park. Kaltenbaugh explained that he had asked Chris Modranski to also attend to further discuss grant options and clarify what could be done to address paving the parking lot at the football stadium. Kaltenbaugh asked the Board Members if they would be willing to attend a Commissioner's meeting in the near future. Kaltenbaugh also offered to attend with the members and try to help find a resolution.

**LEGISLATURE:** Motion by Burgess, second by Wackerly to suspend rule 731.16 for Resolution 2026-4, for the ODOT Winter Road Salt Contract Participation; and Resolution 2026-6, for Bowman's Tree Service to remove certain trees in the Park. All council members approved.

Motion by Burgess, second by Wackerly to adopt Resolution 2026-4, A Resolution Authorizing Participation in the ODOT Road Salt Contracts Awarded in 2026. All council members approved.

Motion by Burgess, second by Hubbard for the first reading of Resolution 2026-5, A Resolution Authorizing the Mayor to apply for financial assistance under the NatureWorks Grant Program. All council members approved.

Motion by Burgess, second by Hubbard to adopt Resolution 2026-6, A Resolution authorizing the Village Administrator to contract with Bowman's Tree Service to remove trees and tree stumps from the Village Park, Village of Malvern, Carroll County, Ohio. All council members approved.

**PARK:** Neading reported that ten (10) "dogs must be on leash" signs were ordered to be placed in the park. Neading also provided council with the Park Advisory Board legislation that is still active. It was noted that the Board needs to be comprised of at least five (5) members. Hubbard discussed that the mulching project for the bank in the park near Dairy Queen is scheduled for May 3<sup>rd</sup> at 11:00. She also discussed that mulch would be ready for pickup on Friday May 1<sup>st</sup> and because the service department would be able to pick up, the cost would be \$250.00 for the 10 yards. Hubbard asked about the sand volleyball court. Kaltenbaugh explained that the service department is going to dig out and remove the existing sand/grass, edge, and put in new sand as soon as the ground dries out. It was discussed that council members, Kaltenbaugh, and Neading met with Mike from Seven Springs Fencing regarding the fencing project in the park. Options and ideas were discussed and pricing will be updated and

## MALVERN VILLAGE REGULAR COUNCIL MEETING

April 20, 2026

Page 2 of 4

prepared for the next meeting. It was also discussed that there is a broken swing and small hole in one of the plastic slides. The part to repair the swing has been ordered.

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the RITA, Funds Status, Payments, and Receipt reports as of 4/20/26. Neading discussed that the following Facebook posts were generated: information regarding patching, information for cleanup day, information for the electric updates downtown, request for letters of interest for the volunteer park board, information about reporting AEP pole light outages, and the recent installation of the crosswalk. The page has received 16,558 views since posting has started. Neading also noted that the website was updated with minutes and a link to the Facebook page. The annual Ohio Municipal League Roster updated was completed. The Annual Financial Report for OWDA was completed and submitted. The final invoice for Phase 2 waterline design was received from the engineers and submitted to OWDA for reimbursement. The loan for design can now be finalized and amortized. Neading received a message from Jen Fraizer, she and a group of individuals that Geocache would like to pick up trash in the park and around the parking lot. It is part of the group's initiative, "CITO," Cashe in Trash Out. Council approved the group to clean up trash in the park area. Neading received notice regarding the RITA non-filer/Subpoena Program. The Village has to elect to participate if they choose. Letters are sent to non-filing taxpayers and if no response moves to administrative subpoenas. The process has been effective for the Village in the past. A decision must be made by June 1st. There is no additional cost for sending the letters, subpoenas are \$1.00 per subpoena and the Village can participate in just letters or both letters and subpoenas. Holmes made a motion to participate in both the letter and subpoena program through RITA for non-filers, second by Hubbard. All council members approved. Neading also discussed that she received a notice from Stacy Brady, Carroll County Auditor, regarding a resolution passed by the Commissioners. The resolution enacted "piggybacking" for both the owner occupancy credit and homestead exemption which will impact the real estate tax revenues, the county is working on preparing updated revenue estimates, but cannot do so until the State provides more information on HB186. They believe the impact will be equal to what the State refunds rollback credits that we currently receive, but more information will be coming when available. Neading also discussed that she is working through the insurance renewal, she has submitted the drivers list and cyber security assessment, but is still working through the main policy. She provided a copy of the renewal information to council, Mayor DeLong and Kaltenbaugh for review.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh discussed that the Service Department has continued to patch with cold patch, as hot patch is still not available. He reported that the crosswalk is up and working. They hope to have hot patch starting on Tuesday. There was a waterline issue at the corner of Robertsville and Amelia. The line was clogged at both ends and had to be dug up and blown out each direction. Kidder Trailer Park still has a water leak and is using a significant amount of water. They have started mowing. The backhoe is being assessed and a quote will be provided for repairs. The service department is going to start prepping the curbs to be painted. The new street signs are being assembled and will be installed soon. The new wiring downtown is almost complete, new bulbs have been ordered and all bulbs will be replaced before turning back on. Sheets is working on pricing for lighting options for the bridge. They are recommending that two (2) twenty foot poles should be installed at the end of the bridge closest to town, they believe that it will generate enough light to cover the bridge. Wadsworth asked if the collars could be replaced on the existing lights, utilizing a new material. Holmes expressed concerns that the light fixtures are at the end of their life. Wadsworth also suggested that the lights be kept and possibly repurposed, such as placing them in the park, as they were donated to the Village. Kaltenbaugh contacted the mowing companies to notify them that the bids were not accepted and the Village would continue mowing the park. He also

## MALVERN VILLAGE REGULAR COUNCIL MEETING

**April 20, 2026**

**Page 3 of 4**

reached out to Brian Wise to discuss they bridge and maintenance. Wise explained that general maintenance such as resurfacing was the responsibility of the Village. Kaltenbaugh spoke with EOG regarding the former Perfect Products building, the space is not big enough for them and they are not interested in moving forward. He spoke with the owner of the box truck that is parked on Main Street and gave him two (2) weeks to remove it from the roadway. Kaltenbaugh reported that one (1) letter of interest had been received from Craig DeLong for the Park Board.

McCort asked if Kaltenbaugh could include Bridge Street in the pricing for paving, he expressed concerns with the current condition of the roadway.

**MAYOR:** Mayor DeLong asked for an update on the Wallace property. Kaltenbaugh explained that he spoke with Wallace and notified him that he would be receiving a letter. He further explained that the Health Department also received a complaint about the property from a resident. The building inspector declared it a nuisance property and identified issues with the roof, tires, junk cars, and other various issues.

**COUNCIL:** Hubbard explained that there had been no changes in the recycling project. Frontier has been busy repairing storm damage recently and they were supposed to be contacting the Township with a plan. She also noted that she and the rest of council had received an email from Christina Brucker about the down tree on her mom's property. Kaltenbaugh explained that the service department spoke with the property owner and explained that it was private property.

Wackerly reported that there had been 90 ambulance calls since the last meeting. He also discussed a recent complaint regarding the mowing at the corner of Wood and Easton Street. It was discussed that the ownership of the area in question is unknown.

McCort asked about the culvert issue on Easton Street that he had discussed at the previous meeting. Kaltenbaugh told the service department to look at the area. He will follow up. McCort asked about the status of the truck and trailer that were to be listed on GovDeals.com. Neading explained that the account was established and she requested photos and information, but has not received it to be able to create a listing. Kaltenbaugh will get the information. McCort asked when the notice for bids would be going out for the paving projects. Kaltenbaugh received the last measurement, but is waiting for information back from the County on North Reed Ave where the bricks are located. He is trying to determine if they should be paved over and have the asphalt meet the curb, or if it is private property. McCort asked that Kaltenbaugh include North Reed through the intersection downtown towards Gordon's Graphics.

Holmes reported that he attended the most recent Regional Planning meeting on April 7<sup>th</sup>. He explained that a representative from the Health Department was in attendance to discuss what the Health Department does. He also discussed that the new power plant is planning to get their water from Lisbon, which is pulling water from the Ohio River. Holmes made a motion to enter into executive session for the demotion of a public employee or official, second by Burgess. All council members approved. All council members, Mayor DeLong, Kaltenbaugh, Murdock, and Neading entered into executive session at 8:11. The meeting resumed at 8:22. Wackerly made a motion to accept the retirement of Jeff Burgess effective May 1, 2026, second by Hubbard. Wackerly, Hubbard, McCort, Wadsworth, and Holmes voted yes and Burgess abstained. Motion by Wackerly to re-hire Burgess as a part-time

**MALVERN VILLAGE REGULAR COUNCIL MEETING**

**April 20, 2026**

**Page 4 of 4**

service employee at a rate of \$19.50 per hour not to exceed 24 hours per week, effective May 1, 2026; second by Holmes. Wackerly, Holmes, McCort, Hubbard, and Wadsworth voted yes and Burgess abstained.

**UNFINISHED BUSINESS:** Sidewalks were discussed. Kaltenbaugh is going to contact the Commissioners to see if there are any current grants available through them. Wadsworth noted that Minerva just replaced a lot of sidewalks throughout town.

Medical Insurance was discussed again. Neading will provide Hubbard with the ages of the two (2) employees who need insurance. Hubbard will reach out to the agent.

**FINANCE:** Motion by Burgess, second by Hubbard to pay the village bills from the appropriate funds for: \$20,892.00 approved by the Finance Committee 4/20/26. Also, bi-weekly payroll of \$6,221.13 paid 4/23/26 and \$12,540.00 in monthly payrolls paid on 4/30/2026. All council members approved.

**QUESTIONS:** Clapper asked what the Facebook page was listed under. Neading reported that it was the Village of Malvern and the profile picture was of the Village clock.

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

**Next regular council meeting will be Monday, May 4, 2026 at 7:00 p.m. at the Malvern Village Hall.**

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Mayor

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Fiscal Officer