

MALVERN VILLAGE REGULAR COUNCIL MEETING

April 6, 2026

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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 Burgess, second by Hubbard to approve the minutes from the regular meeting of March 16, 2026. All council members approved.

CITIZEN COMMENTS: Jake Schreffler was in attendance to discuss the Malvern Youth Athletic Association's use of the baseball and softball fields at the park for the upcoming season. Council agreed to allow the association to utilize the fields. Schreffler stated that the season is expected to conclude in July. He also requested permission to use Fields 1 and 6 during the fall season. Schreffler reported that the association has hired an individual to condition Fields 1, 5, and 6. He noted that on April 18, approximately 10 softball teams are scheduled to scrimmage at the park. He thanked Council for the installation of portable restrooms throughout the park. Schreffler discussed the condition of the backstop at Field 2 and requested permission to paint it, as well as to use a Village paint sprayer. Kaltenbaugh noted that the backstop may need to be replaced due to its current condition. Schreffler also requested permission for the association to construct dugouts at Field 5. Kaltenbaugh advised that a State permit would be required prior to construction, noting that a previous school project was paused due to lack of proper permitting. Hubbard inquired whether Schreffler had seen the dugout at Field 1, where a bag of chalk had been dumped. Schreffler acknowledged the issue and stated that he had been contacted and would ensure it is cleaned up. He also noted that locking boxes will be installed at the fields to help prevent similar incidents in the future.

Pat Howell was in attendance to discuss concerns regarding a neighboring property. Howell, who along with his wife owns Gordon's Graphic, stated that the adjacent property has been an ongoing issue. He requested that Council continue to work with the property owner to ensure proper maintenance and necessary repairs are completed. Howell expressed concerns that the condition of the property is negatively impacting his business and its customers. He also noted that the alley has become hazardous due to the presence of trash, nails, and other debris. Additionally, he reported ongoing parking issues, stating that broken-down vehicles associated with the neighboring property have been left in his business's parking area. Once the cars were removed they installed railroad ties to prevent further issues. Howell concluded by stating that the property constitutes a nuisance and needs to be addressed. Kaltenbaugh advised that he has maintained ongoing communication with the property owner and is currently working with the County Building Inspector to address safety concerns related to the property.

John Champer was in attendance to discuss various concerns throughout the Village. Champer expressed that the Village should be operated in a business-like manner. He commented positively on the recent street sweeping, noting that it appears to have been completed well. Champer raised concerns regarding staffing efficiency, stating that he observed two employees flushing hydrants and questioned why it appears to require four employees to complete pothole patching, suggesting the work could potentially be completed with fewer staff. He further noted that some residents have expressed frustration. Champer also inquired about the information being posted on the Village website and noted that meeting minutes have not been updated recently. Holmes responded that he has not received as many complaints and has, in fact, received positive feedback and appreciation for the work being completed. Kaltenbaugh advised that hot patch production is expected to begin in mid-April, at which time potholes can be repaired more effectively.

Nolan Champer was in attendance to express concerns regarding various maintenance items throughout the Village. He identified areas in need of attention, including curb painting, crosswalks, catch basins, and other general upkeep. Champer emphasized the importance of establishing and communicating a plan for completing these items, along with setting clear deadlines.

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Champer inquired whether he would be permitted to grade the alley adjacent to his property. Kaltenbaugh advised that any concerns regarding alley maintenance should be directed to him, and the Village will address the issue. McCort added that such work is not the responsibility of the property owner. Wadsworth asked if the Village had ever looked into a text notification system that would push information out to anyone who subscribed. Neading explained that she had never looked into it.

LEGISLATURE: Motion by Holmes, second by Burgess to suspend rule 731.16 for Resolution 2026-3, for the American Legion Donation. All council members approved.

Motion by Holmes, second by Burgess to adopt Resolution 2026-3, A Resolution declaring the Village of Malvern's intent to donate \$300.00 to the American Legion for the purchase of American Flags. All council members approved.

PARK: Hubbard reported that a Park Committee meeting was held prior to the start of the Council meeting. She stated that she has been in communication with Amy Mays regarding the hillside project located between the playground and Dairy Queen. Hubbard reported that Mays has secured a donation of 10 yards of mulch; however, an additional 10 yards will be needed to complete the project. Ms. Mays requested that the Village provide the additional mulch at an estimated cost of approximately \$300. The Park Committee agreed to accept the 10-yard mulch donation. Kaltenbaugh advised that the Service Department can obtain the additional mulch and distribute it in piles throughout the landscaping areas to assist volunteers with spreading during cleanup efforts. It was noted that the landscaping cleanup day is scheduled for May 3. Hubbard made a motion to approve the purchase of an additional 10 yards of mulch at a cost not to exceed \$400. The motion was seconded by McCort. All council members approved. Hubbard will continue to communicate with Amy Mays regarding the project.

Discussion was also held regarding the Village Cleanup Day. Burgess reported that Burwell does not wish to extend the event into June. Council agreed to schedule Village Cleanup Day for May 9 from 8:00 a.m. to 12:00 p.m. at the Village Park. It was noted that paint and tires will not be accepted.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided the Revenue, Appropriations, Funds Status, Payments and Receipts as of 4/6/2026. She reminded council that revenue and appropriations should be about 25% and if revenue is above or appropriations are below, that is good. She noted that everything is currently in line of where it should be for the 1st quarter. Neading discussed the Vasco Quote for the walking track resurfacing. The project cost is \$146,231.00 and if this is acceptable, she will proceed with work on the ODNR Grant for the project. McCort made a motion to proceed with the ODNR grant and hiring Vasco to complete the project, contingent upon receiving grant funding. Second by Wackerly. All council members approved. Neading discussed the fencing options and highlighted that the best pricing was provided by Seven Springs Fencing. Council discussed various option for a combination of black coated chain link fencing and wooden bollards. It was agreed that council would meet at the Park at 6:00 prior to the next council meeting to discuss plans for the fencing. Neading will contact Mike at Seven Springs Fencing to see if he is able to meet in the park to ensure all questions are resolved. Neading provided council with the tree removal quotes summarized. It was discussed that the two quotes were exactly the same, at \$25,000 to remove 14 trees around the walking track and remove the stumps, the only difference is Bowman's will remove all of the wood and Hawes would be leaving the large pieces of wood behind, allowing anyone to take the wood. Wackerly made a motion to hire Bowman's to complete the removal of the fourteen trees in the park near the walking track, grind stumps, and remove all debris and wood not to exceed \$25,000. Second by Burgess. Wackerly, Burgess, McCort, Hubbard, and Holmes voted yes; Wadsworth voted no. Neading reported

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that she has continued to work on the ODNR Grant for the Walking Track. She discussed that a community survey on the back of the water bills to get input on community needs which will help with the application. She also created letter of support – hoping to have community members sign the letter at cleanup day. Neading would like to include letter of support from Dr. Stasiak at Carroll Family Healthcare, Dr. Grossi at Aultman Malvern Health Center, and Superintendent Danielle Hawk. She reported that the account for Sunbelt Rentals is established with the tax exempt form and proof of insurance in place. She provided the account information to the Service Department for when they are ready to proceed with a rental. Neading discussed that the American Legion offers a text notification reminder system for days that flags should be flown at half-staff which anyone can subscribe to the service by texting “flag” to 534466. She signed up for the service to see how it works and also, registered the email for notifications. The Village received a Proclamation for Motorcycle Awareness Month in May. She also noted that the Township is having a cleanup day on April 11th from 8-12 behind the Bethlehem Cemetery, 3223 Alliance Rd. They will be accepting 10 tires, and individuals must be a Brown Township resident. Neading discussed that the Village Facebook account is up and running. The intent is to run it as a notification method, not for commenting. Neading highlighted that it is important to push out important information in a clear and concise manner through Facebook. She asked if there were any volunteers to operate the page, or if council wanted Neading to be the one to operate the account. Council agreed that Neading would be responsible for operating the Facebook page.

VILLAGE ADMINISTRATOR: Kaltenbaugh discussed that the Service Department has cleaned up trash along the State Highway, but discussed continuing the cleanup from the Village limits to the intersection of State Route 183 and 43. McCort asked that Kaltenbaugh contact ODOT, that it is their responsibility. Holmes discussed making sure everything is done to the end of the Village limits. Kaltenbaugh discussed the Wallace property, that Howell had discussed earlier in the meeting. He explained that the Carroll County Building Inspector declared the property a nuisance. A certified letter will be going out to Wallace who will then have 30 days to respond. McCort asked if it included the junk cars, Kaltenbaugh explained that it does. Kaltenbaugh discussed that the clear wells at the water treatment plant were cleaned. The process took 13 hours to complete, but he now understands the process and believes in the future, the Village would be able to hire a vac truck and complete the cleanout on their own. He discussed that Sheets is still working on the electric downtown. They needed to call in a work order to AEP to have the electric turned off and then back on at the meter. He thanked whoever had piled sticks in the park and reported that the Service Department did clean up the piles. He met with the school regarding the grant for paving. He is going to continue to work with them and the Commissioners on options. Kaltenbaugh reported that the street sweeping was completed, it took three days, but every road was cleaned. He discussed that the bottle fill station had been repaired and is ready for spring. Fields were drug for baseball and softball. Kaltenbaugh received an email from a property owner on the Avondale extension regarding tree removal on the hillside. He explained that it is not Village property, and is the property owner’s responsibility. He also discussed going back to a Park Board comprised of members of council and community members. He recommended that Craig DeLong be part of the Board as he knows a lot about the park and receives most of the calls regarding the park, even though he is no longer on council. Murdock will put information and legislation together for the next meeting. Hubbard made a motion to re-establish the Park Board based on Murdock’s Resolution, second by Holmes. Hubbard, Holmes, Burgess, Wackerly, and Wadsworth voted yes; McCort voted no. DeLong asked if anyone had interest in being part of the Board. Hubbard and Burgess expressed interest in remaining involved. DeLong asked Clapper to include that the Village will be accepting letters of interest to be on the Board from community members. Kaltenbaugh discussed pricing on paving. He provided council with a listing of approximate cost on for all streets provided by the recent Streets Committee meeting. The estimated cost is \$191,076. McCort noted that the estimate was missing N. Reed.

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Kaltenbaugh will update the information and provide at the next meeting. Kaltenbaugh also discussed possibly grinding and resurfacing the bridge to take out the bumps going across. He spoke with the County and they explained that as long as the Village put on the same amount taken off.

McCort asked if he had made progress with Union Metal on lighting options. Kaltenbaugh explained that they only had decorative lighting, similar to what the Village currently has. He asked Sheets to provide him with options and pricing also.

Neading noted that a Thank You was sent from the Christian Care Center for working with them on trying to find a useable space.

MAYOR: Mayor DeLong reported that it will be \$1,000 to transport the backhoe to Southeastern Equipment and back to have it looked at. Wadsworth asked that other quotes for transport be obtained. DeLong received an email from an individual who lives part time at Lake Mohawk and part time in Pittsburgh. He is interested in the Perfect Products building. Kaltenbaugh noted that EOG has not contacted him again about the building. DeLong provided Kaltenbaugh with a list of property complaints that had been received. He discussed that East Canton is working on a sidewalk project currently, they are using State funds to complete the work. He is looking into more information. DeLong discussed that he and Kaltenbaugh had been in the park and there was an individual with a dog on a leash. They requested that signage be put up to keep dogs on leashes. Neading will order signs. DeLong asked if there was any progress made on the box truck on Main Street. Kaltenbaugh had reached out, but has not connected with the owner. McCort asked if it had legal plates. Kaltenbaugh explained that the tags were expired. McCort wants it towed and removed. DeLong discussed the medical insurance and asked if the council was going to proceed. McCort would like to see the insurance representative come to discuss and offer options. It was also discussed that it needs to be determined who wants medical insurance. DeLong opened the mowing bids for mowing in the park during the meeting. Bids were: Greens and Things \$44,520, Summit Lawn Services \$43,170, Farren Lawn Care \$25,500, and Enviroscares \$24,714.52. Kaltenbaugh reported that in 2025, the Village cost to mow the park was \$17,000, which includes all wages and supplies – including fuel. McCort made a motion to hire Farren Law Care at a cost of \$25,500 to mow the Village Park for the 2026 season, second by Wadsworth. McCort, Wadsworth and Hubbard voted yes; Burgess, Holmes and Wackerly voted no; DeLong voted no to break the tie. The service department will continue mowing the park. McCort ask that someone notify the bidders. Kaltenbaugh will make the calls.

COUNCIL: Holmes reported that there was a speed limit sign down at the corner of Morges and Grant Street. The sign is in the grass.

Hubbard discussed the recent Fire Board meeting. There had been 24 incidents since the last meeting. It was reported that the department received a \$15,000 grant for turnout gear. Hubbard discussed that she was approached by a citizen regarding the lights in town. They had been driving and a pedestrian stepped out into the roadway wearing dark clothing. The driver was able to stop, but it caused concern. Hubbard reached out to AEP and they explained that the work orders were still out and provided her with a case number. She expressed concerns over public safety to the AEP representative. Hubbard also discussed the recycling project and explained that there has not been any change. They are still waiting on Frontier to replace the pole. Kaltenbaugh will try to reach out to the local Frontier representative to see if he can get an update.

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Wackerly reported he talked to Chris Rotondo. He discussed that the Township was able to get hot patch over the winter, but it was very expensive and they used it sparingly.

McCort asked for an update on the Crosswalk Signals. Kaltenbaugh reported that they were assembled and getting installed Tuesday. He reported a broken catch basin at 2nd Street and E. Porter. He asked Kaltenbaugh to look at the road near 5070 Easton Street. There is a culvert that was run under the road, but where it empties, it is starting to wash the road out. He discussed that someone had put a telephone pole along the side of the road that acts as a guardrail, but the area is starting to become an issue. Kaltenbaugh discussed that he will look at the area, but it sounds like the culvert needs extended before making additional repairs. McCort discussed that Malvern Community Development is looking for permission to complete a small project. They would like to remove the trees in the curb line across from the Dentist Office. The trees drop small red berries and are very messy. He explained that they would complete the removal and if any damage was done to the sidewalk, they would make the repairs. Also, they would like to plant shrubs after the trees are removed. McCort made a motion to allow MCDF to complete the tree removal and replant shrubbery at no cost to the Village, second by Wackerly. All council members approved.

Wadsworth thanked the Scouts for replacing the flag retirement box in the park. He also reported that the catch basin at the corner of Canton and Main Street needs repaired or replaced.

UNFINISHED BUSINESS: Sidewalks will remain on the agenda to continue to be discussed. The servicing of the backhoe will be added for continued discussion.

FINANCE: Motion by Burgess, second by Hubbard to pay the village bills from the appropriate funds for: \$1,958.28 approved by the Finance Committee 3/31/26 and \$10,863.65 on 4/6/26. Also, bi-weekly payroll of \$6,280.00 paid 4/9/26. All council members approved.

QUESTIONS: Clapper asked to revisit the lighting work by Sheets. Kaltenbaugh explained that it was the downtown lighting, not the lights on the bridge. He included that everything is currently off due to shutting the power off to replace the lines.

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

Next regular council meeting will be Monday, April 20, 2026 at 7:00 p.m. at the Malvern Village Hall, with Council meeting at 6:00 p.m. in the park to discuss the fencing project.

Mayor

Fiscal Officer