

## MALVERN VILLAGE REGULAR COUNCIL MEETING

**November 20, 2025**

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Meeting opened with the Pledge of Allegiance.

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

Motion by Craig DeLong, second by Holmes to excuse the absence of Burgess. All council members approved.

Motion by Holmes, second by Wackerly to approve the minutes from the regular meeting of October 20, 2025. All council members approved.

**CITIZEN COMMENTS:** Joanne Cinson was in attendance to discuss the large pothole near GBS on Morges Road. She hit the pothole and ended up with a bolt in her tire. She is requesting reimbursement for the replacement tire, rim and any other damages caused. She also expressed concerns with the time it has taken to repair the pothole, as it has been an issue for a month. She provided Council with a written letter expressing her concerns and request for reimbursement. Neading will contact the insurance company and Kaltenbaugh will follow up with Cinson.

Brown Township Trustees, Chris Rotondo, Brock Hutchison, and John Dustman were in attendance to discuss the idea of entering into a Joint Economic Development District (JEDD) between the Village and Township in regards to the division of funds if EOG (former Colfor Building) would ever be annexed into the Village. The Township has concerns over lost revenue from the annexation. Under a JEDD, municipal income tax would be split between the Village and Township. Kaltenbaugh discussed that the Village provides the business with water, and the township does not provide them with any services. He also discussed the waterline extension that the Village paid to run to the business several years ago. The Trustees feel as though the JEDD would allow the Village and Township to move forward together, and both entities would benefit. It was also discussed that EOG could be asked to assist with the costs of establishing a JEDD, as they have already assisted Brown Township with 8-10 miles of resurfacing roads within the township. Council would like more time to look into the JEDD and the benefits of moving forward.

Rotondo reported that he was able to get grant funding for sign replacement, Malvern was awarded approximately \$7,000 from the funding.

Hutchison discussed the recycling center. He explained that the cameras are installed and run off cellular data. He has ordered signs and they will be delivered soon. There is an issue with an AEP pole that is leaning and needs to be reset or replaced. He has contacted AEP several times, but has not been successful in getting the issue fixed. He is concerned if someone would hit the pole it would come down. He also noted that the low hanging cable lines have been raised. The only other issue is that there are cars parking where the bins would be placed, he asked if the Village could put up signs requesting the cars not park in the area so the bins can be delivered once everything is ready.

**LEGISLATURE:** Motion by Holmes, second by Wackerly for the third reading of Resolution 2025-13, a Resolution authorizing the Mayor to purchase gift cards for employees for Thanksgiving and Christmas in appreciation of the work they do for the Village of Malvern, Carroll County, Ohio. Motion by Wackerly, second by Holmes to adopt Resolution 2025-13. All council members approved.

Motion by Wackerly, second by Holmes for the third reading of Resolution 2025-14, a Resolution recognizing the volunteer work of Justin Lucas and Brandon Melville in helping the Service Department for the Village of Malvern, Carroll County, Ohio. All council members approved. Motion by Wackerly, second by Holmes to adopt Resolution 2025-14. All council members approved.

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Motion by Holmes, second by Hubbard for the third reading of Resolution 2025-15, a Resolution declaring the reemployment of Stephanie Good as a part-time laborer to perform certain cleaning jobs for the Village of Malvern, Carroll County, Ohio. Holmes, Hubbard, Wackerly, and Wadsworth, voted yes; Craig DeLong abstained. Motion by Holmes, second by Hubbard to adopt Resolution 2025-15. Holmes, Hubbard, Wackerly, and Wadsworth, voted yes; Craig DeLong abstained.

**PARK:** Neading discussed winterizing the bottle fill station. Kaltenbaugh will contact Smith to winterize the station. Mayor DeLong asked if they could also look at installing a spigot to attach a hose to clean the area near the bottle fill station. Kaltenbaugh will have them price the project.

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the Revenue, Appropriations, Fund Status, Payment and Receipt reports as of 11/3/2025. She reported that Pam Ewing emailed information on the completed environmental assessment to the Army Corps. Their review could be slightly delayed due to the government shut down, but it should not impact the project timeline. Neading submitted the grant for two (2) ADA compliant metal coated picnic tables to the Carroll County Foundation. The deadline for submission was November 1<sup>st</sup>, she anticipates hearing back by the end of the year. She will order and pickup the gift cards this week so they are ready before Thanksgiving. She reached out to the audit firm again, but has not heard anything back from them. She discussed reaching out to the State to see if they have received any feedback or information. Neading has worked through the Cyber guidance from the State and sent to Murdock for review. They agree that all topics have been addressed. Neading will have Murdock prepare the legislation for the revised Cyber Program for the next meeting as the program has to be in effect for January 1<sup>st</sup>. Neading looked into the Star Ohio Investment Program. They allow government entities to invest funds with them as a pooled system that is interest bearing. Money can be moved back into the Village without penalty, the funds are not a term deposit, but are tied to a daily rate. They are considered an exempt investment in terms of the Center for Public Investment Management (CPIM), which we have to comply with their investment rules. With the Star Ohio program, the Village would not have to have annual training due to the investment being on the CPIM exempt list. The overnight earning rate is currently 4.31%, but this could change every day based on the rate environment. It is a safe investment option for the Village. If we would want to proceed, Neading would reach out to the State to open an account and start the process. Council would have to determine an amount to invest and which fund to invest from, such as the general fund. Neading also provided council with the documentation and frequently asked questions for the Star Ohio program. Council asked Neading to look into the account opening process and what will be needed to establish an account.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh reported that he has been having an issue with the Service Department and time off. They have taken unpaid leave, sick, and vacation time. With the constant call offs, it is difficult to get work done. Kaltenbaugh explained that he has been fielding a lot of calls with complaints from the community, so he is going to start assigning the Service Department daily task lists. He discussed that the Service Department has been working to cleanup leaves, they repaired a waterline break on Third Street and Wilson, and have started to prepare the park for winter by removing and storing benches. They are still waiting on a transmission to come in to repair the truck that is currently down. Kaltenbaugh met with Superior Paving and they are approximately 2 weeks out on starting the paving project in Malvern. Kaltenbaugh has not spoken with Advance-Power on the waterline extension project. He has been working through EPA violations and explained that there was a violation for an extra pump at the Water Treatment Plant. The pump is a variable pump, and when used, it often increases the number of line breaks. The EPA is recommending the pump be removed due to lack of use, but Kaltenbaugh explained that it is in working order and can be used as a backup in the event the other pump fails.

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He also discussed the violation for failure to send letters to property owners for any galvanized lines to be replaced. He also discussed that it would be a priority for the Service Department to patch streets this week.

**MAYOR:** Mayor DeLong reported that he attended the recent dedication at the new Malvern Wellness Center at the school. He explained how nice the facility is and that it is open to the public. He noted that he received a mailer from AEP with a CD that has various information on it, if anyone would like to review. He discussed that the sign in the park originally had leaf cleanup ending October 31<sup>st</sup>, but with all of the leaves still coming down, it will be extended until snow starts. He discussed the tree removal in the canal area and asked when Bowman's would be returning to finish the work. It was also discussed that Bowman's need to revisit the tree trimming they completed on the State Route, there are still some areas that need addressed. Craig DeLong asked who had communicated with Bowman on the plans. Kaltenbaugh explained that Jeff Burgess was responsible to explain what needed to be removed.

**COUNCIL:** Wackerly noted that there was a renewal levy on the ballot for the Ambulance Board and urged voters to get out to the polls tomorrow.

Craig DeLong discussed the recent Fire Board meeting and reported that there had been 12 incidents since the last meeting. Also, they received the first set of blueprints for the new building.

**FINANCE:** Motion by Craig DeLong, second by Hubbard to pay the village bills from the appropriate funds for: \$3,109.23 approved by the Finance Committee 10/31/25 and \$1,924.33 paid 11/3/25. Also, bi-weekly payroll of \$5,602.52 paid 11/6/25 and monthly payroll of \$12,140.00 paid on 10/31/25. All council members approved.

### **QUESTIONS:**

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

**Next regular council meeting will be Monday, November 17<sup>th</sup>, 2025 at 7:00 p.m. at the Malvern Village Hall.**

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Mayor

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Fiscal Officer