MALVERN VILLAGE REGULAR COUNCIL MEETING

July 6, 2026

Meeting opened with the Pledge of Allegiance.

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

Motion by Wackerly, second by Burgess to approve the absence of Holmes. All council members approved.

Motion by Wackerly, second by Hubbard to approve the minutes from the regular meeting of June 15, 2026. All council members approved.

CITIZEN COMMENTS: Nolan Champer was in attendance. He continued to express concerns regarding Village maintenance.

LEGISLATURE: Motion to suspend rule 731.17 Burgess, second by Hubbard for Ordinance 3-2026 (Medical Insurance) and Resolution 2026-12 (Budget). All council members approved.

Motion by Burgess, second by Hubbard to adopt Ordinance 3-2026, An Ordinance establishing health insurance coverage for certain employees of the Village of Malvern, Carroll County, Ohio, beginning July 1, 2026, and declaring an emergency. All council members approved.

Motion by Burgess, second by Hubbard to adopt Resolution 2026-12, A Resolution adopting a budget for 2027 for the Village of Malvern, Carroll County, Ohio, and declaring an emergency. All council members approved.

Motion by Hubbard, second by Wadsworth for the first 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, except as otherwise permitted by the Ohio Revised Code. Hubbard, Wadsworth, McCort, and Wackerly voted yes; Burgess voted no.

PARK: Hubbard thanked John Campbell and Troop 155 for the painting and repairs to the benches, pulling weeds and other work they completed in the park. She also asked that the issues in the park continue to be worked on. Hubbard asked about the portable restrooms near the ball fields. DeLong will reach out to youth baseball and softball to see what is still needed.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided council with the Appropriations, Revenue, Fund Status, Payments and Receipts as of 7/6/2026. She also included a financial report detailing information for the first half of the year. She noted that all Quarterly Reports have been completed and filed accordingly. She received a Smart Procure Records Request for purchasing details from 3/3/26 to 6/27/26 and noted that the response was submitted. She also received a Records Request from Civic IQ Inc for Purchasing details from 1/1/25 to 6/29/2026, it was also submitted. Neading discussed that the Annual Water CCR information was printed on Water Bills, physical copies were printed, the report was uploaded to the website, and Kaltenbaugh submitted information to the EPA. She continues work with Pam Ewing from RCAP on waterline grant financials. Neading completed the SLFRF Submission for Closeout, she discussed that the report was required annually to report COVID fund expenditures, but the Village received an invitation to complete the closeout to submit the final report. The Village received a quote from Gold-n-Deuce for portable restrooms, which she provided to council. They are higher than

Ace on the per unit charge. Also, Ace does not charge a deliver or pick-up fee and they have come out any time we have asked at no additional charge. It was agreed that there was no need to change portable restroom providers based on pricing and service. Neading is working through the Ohio Department of Development audit list of items required. She discussed that the Village should have policies for Procurement, Conflict of Interest, and Financial Management. Neading supplied council with copies of each policy that she had prepared. She also noted that Murdock has reviewed the policies. She noted that the Procurement Policy would take the place of the quote ordinance if council wants to proceed with the policies. It was agreed upon that the Village should proceed with the policies. Murdock will update Ordinance 4-2026 to include all of the policies. Neading reported that the trailer and truck are listed on GovDeals.com and will close out on 7/13/26 @ 6:00 PM. The buyer will have 5 days to make payment and 10 days from close to pickup.

VILLAGE ADMINISTRATOR: Kaltenbaugh discussed that sheets was getting quotes together for the lighting on the bridge. He received information from the EPA, the Village was awarded a grant for $2.3 million for the Phase 2 Waterline Project. He also noted that the Village is still in the running for a grant through the State of Ohio for $2 million. Kaltenbaugh discussed that the service department has been patching, mowing, and completed cleanup after recent storm damage. Kaltenbaugh discussed two problem properties, A Carrollton Street property and the trailers on Wicker Road. He will be sending letters to the property owners. He contacted the State regarding the speed limit sign and sink hole, ODOT is looking into both issues. He also is going to look into a storage tank with a sprayer for the back of the truck. He contacted Sheets to look at the sagging line in the park.

Hubbard discussed a Bridge Street Property that needs addressed. Kaltenbaugh will contact the property owner.

McCort asked about the status of the backhoe. Kaltenbaugh reported that it was picked up on June 22nd and is still being worked on. He also asked about the traffic light and the yellow caution being extended. Kaltenbaugh will reach out to ODOT. He also discussed that both street signs at the corner of Gascon and Cherry are missing. McCort also discussed patching on Gascon and discussed that some of the holes were patched, but there are several large holes that remain.

MAYOR: Mayor DeLong discussed when a tree falls in the roadway, the Village is responsible for clearing the tree to reopen the road. He questioned if the Village or property owner would be responsible for the remainder of the tree. Murdock explained that if it is in the right of way, the Village is responsible to finish the cleanup. If the tree is on the property, then the responsibility falls to the property owner. DeLong discussed that the Wallace property had been improving, but has started to go backwards again. Kaltenbaugh had recently spoke with the Health Department and they were preparing to send another letter. It was also discussed that the Fraizer property is becoming very overgrown. It is believed that the property is vacant, but someone had been mowing periodically. It was discussed that Kaltenbaugh would reach out to the Health Department. DeLong reported that he received an additional two applicants for the Park Advisory Committee, bringing the total interested to six. It was agreed that the six individuals would be acceptable to proceed. DeLong will reach out to the interested individuals. He also discussed that Aqua Ohio discussed the idea of taking over the Village water system, if the Village would be interested. Council agreed that at this time, the Village is capable of operating the water department and they were not interested in giving up control of the water system. The water supply contract is also up with Aqua Ohio and needs to be addressed. Currently, they pay the Village $500 per month to have a backup access line to the Village in the event of an emergency. They would like to change the agreement to have access both directions, and in the event of

one party need access to water, it would be metered and charged accordingly. This would act as a strong contingency plan for both entities.

COUNCIL: Burgess asked if EOG followed through on the contract for water. Kaltenbaugh explained there were several changes in upper-level management.

Hubbard reported that she attended the most recent Fire Board Meeting and there had been 14 incidents since the last meeting. They also approved the addition of Allan Arkenburgh to the firefighter roster at the meeting. They are still on track to start construction next summer and are currently working to obtain quotes. CCH Waste District came to deliver the recycling bins, but wanted an issue with the pole and lines resolved before leaving the bins. Both issues have been resolved and the bins will be installed within the next few weeks.

Wackerly asked if the globes on the lights downtown could be cleaned inside and out. He also thanked the service department for addressing the weeds that were on the Easton Street sign and for moving the speed limit sign. He also discussed moving forward with addressing the culvert issue where the road is starting to show issues. Kaltenbaugh will address the concerns. He also asked about paving bids. Kaltenbaugh explained that they are due on July 20th.

McCort asked that the service department finish cleaning up the stump grindings in the canal, fill with dirt, and plant seed. DeLong discussed that they did what they could with the mini excavator and were waiting to get the backhoe back, since it has a longer arm. McCort asked that the remaining portion of stump that had been cut down be removed and disposed of.

Wadsworth discussed cutting back and spraying weeds on the guardrail across from the First Christian Church. It was discussed that the area was outside of the Village limits. Kaltenbaugh will check the area to determine if the area under discussion is in or outside of the Village. Wadsworth also asked that the remaining potholes on Gascon be addressed. He also discussed the electric line in the park that is sagging again. He explained that the wire is live when the lights are on, and believes that the line could be cut and shortened.

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: $28,105.74 approved by the Finance Committee 6/30/26 and $64,017.47 on 7/6/26. Also, bi-weekly payroll of $4,837.00 paid 7/2/26 and monthly payroll of $14,568.01 paid on 6/30/26. All council members approved.

QUESTIONS:

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

Next regular council meeting will be Monday, July 20 2026 at 7:00 p.m. at the Malvern Village Hall.

Mayor Fiscal Officer