

MALVERN VILLAGE REGULAR COUNCIL MEETING

February 19, 2025

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Meeting opened with the Pledge of Allegiance.

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

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

Motion by Wackerly, second by Burgess to approve the minutes from the regular meeting of February 3, 2025. All council members approved.

CITIZEN COMMENTS:

LEGISLATURE: Motion by Burgess, second by Wackerly to Suspend Rule 731.17, for Ordinance 1-2025, for Final Appropriations. All council members approved.

Motion by Burgess, second by Craig DeLong to adopt Ordinance 1-2025, An Ordinance appropriating various funds of the Village of Malvern, Carroll County, Ohio, for fiscal year 2025, and declaring an emergency. All council members approved.

It was discussed that the Village received a letter from Carroll County Prosecutor, Steven Barnett, regarding the old fire truck that was being stored at the Sewer Plant. The Prosecutor was trying to determine ownership of the truck. Murdock provided a letter explaining that when the Village Fire Department merged, the Village retained the Building, but all equipment should have been transferred to Great Trail Fire District.

PARK: Mayor DeLong discussed the Safety Siren. He explained that AEP has the pole set and the electric established. Sheets was able to finish running the power, but now AEP will need to return to finish the connection. Once this is completed, the Siren company will return to finish their portion and turn the siren on.

Wadsworth discussed the flags in the park, and noted that one is starting to tear. He also discussed the posts in the park and reported that there are 240 posts. He also noted that they are not evenly spaced, and that more might be needed to ensure the gaps are not too large. He also asked about the remaining wood, from the tree that had been cut down. Mayor DeLong discussed that it is going to be removed, but needs to be further cut due to the size of the remaining pieces.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided council with the RITA, Fund Status, Payments and Receipt reports as of 2/19/25. She discussed the recent call with the Auditors, they will be coming to Village Hall on March 10th to pick up the files. They will be working off-site to complete the audit, and are hoping to start work at the end of March. They are also putting a request in with the State to complete an Agreed Upon Procedures Audit instead of a Full Scope Audit. Neading reported that a letter was received from the American Legion requesting donations for flags. They supply flags and care for 1,000 graves across five (5) local cemeteries in the area. They also provide the flags in the Park. Wackerly made a motion to donate \$250.00 to the American Legion for the purchase of flags, second by Burgess. All council members approved. Council also discussed the possibility of purchasing extra flags to have for the park to help the legion replace them as necessary. Neading discussed that the new UAN computer and printer were received as part of the scheduled hardware upgrade. She has both the

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computer and printer setup, and the old printer and computer were donated by the State to the Village for Village use. She also reported that the 2025 Boundary and Annexation Survey through the US Census was completed.

VILLAGE ADMINISTRATOR: Kaltenbaugh reported that the Service Department has been patching, but can only do so much with the available materials. The cold patch does not work as well as the hot patch, but is the only available material in the winter. He reported that another round of salt was delivered, the Christmas lights were taken down, and overall the Service Department employees have been doing a good job. Kaltenbaugh completed employee evaluations and he recommends giving employees a \$1.00 raise retroactive back to the start of 2025.

Wackerly made a motion to suspend the three (3) year pay freeze for Jeff Burgess, Teri Foster, and Ashley Neading, second by Craig DeLong. Wackerly, Wadsworth and Craig DeLong voted yes, Burgess abstained. Hubbard voted yes via phone.

Wackerly made a motion to give Ashley Neading, Fiscal Officer, a \$1.00 raise retroactively to the first payroll of 2025, second by Craig DeLong, all council members approved. Hubbard voted yes via phone call with Mayor DeLong. Majority vote obtained without Hubbard's vote.

Wackerly made a motion to give Teri Foster, Administrative Assistant, a \$1.00 raise retroactively to the first payroll of 2025, second by Craig DeLong, all council members approved. Hubbard voted yes via phone call with Mayor DeLong. Majority vote obtained without Hubbard's vote.

Wackerly made a motion to give Jake Wilson, Full-Time Service Department Employee, a \$1.00 raise retroactively to the first payroll of 2025, second by Craig DeLong, all council members approved. Hubbard voted yes via phone call with Mayor DeLong. Majority vote obtained without Hubbard's vote.

Wackerly made a motion to give James Little, Full-Time Service Department Employee, a \$1.00 raise retroactively to the first payroll of 2025, second by Craig DeLong, all council members approved. Hubbard voted yes via phone call with Mayor DeLong. Majority vote obtained without Hubbard's vote.

Wackerly made a motion to give Jeff Burgess, Service Department Supervisor, a \$1.00 raise retroactively to the first payroll of 2025, second by Wadsworth. Wackerly, Wadsworth and Craig DeLong voted yes, Burgess abstained. Hubbard voted yes via phone call with Mayor DeLong. Majority vote was not obtained with Hubbard not being present, will be approved with Resolution at next meeting.

Wackerly made a motion to give Drake DeLong, Full-Time Service Department Employee, a \$1.00 raise retroactively to the first payroll of 2025, second by Burgess. Wackerly, Burgess and Wadsworth voted yes, Craig DeLong abstained. Hubbard voted yes via phone call with Mayor DeLong. Majority vote was not obtained with Hubbard not being present, will be approved with Resolution at next meeting.

Kaltenbaugh discussed that he has been in contact with Advance Power, they are looking to source water for an upcoming project. Kaltenbaugh and Mayor DeLong will be meeting with the company on Wednesday, February 26th to discuss their plans. Kaltenbaugh anticipates they will need 100-150 gallons of water per day. He explained that the Village will be well within their operating capacity and this would not cause stress to the Water System. He

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explained that this could be a good opportunity for the Village. If the project proceeds, they would need to run a waterline to their operation. More information will follow after the upcoming meeting. Kaltenbaugh discussed the roof at the Water Treatment Plant. He received a quote from Royal Roofing to replace the existing flat roof, the cost will be approximately \$52,000 and includes a 20 year guarantee, which includes free repairs on any leaks. Burgess made a motion to accept the quote from Royal Roofing to replace the roof at the Water Treatment Plant not to exceed \$52,000, second by Wadsworth. All council members approved. Kaltenbaugh spoke with EOG regarding the annexation agreement. They discussed paying off the Waterline Extension Loan, signing the agreement, or giving a donation to the Village. After several discussions, they would like to donate approximately \$140,000 to the Village to be used as the Village deems necessary. Kaltenbaugh discussed that this would be a good opportunity to use the funds to pave Carrollton and Porter Streets since Phase 1 is complete and the roads will not be torn back up.

Wadsworth discussed the annexation of Bell Stores and suggested different options such as an “Income Tax Abatement” for a specified period of time. Or just to reach back out and discussing due to the lower “in town” water rate that they could receive by annexing into the Village.

MAYOR: Mayor DeLong discussed that he obtained pricing for a broom attachment for multiple pieces of equipment, and they are very expensive, and it does not make sense to proceed at this time due to the costs. He also noted that he spoke with Mark Scott, Superintendent of Brown Local Schools, regarding the project at the Football Stadium. He explained that the project is ready and could start at any time. Scott will notify the Village as more information becomes available.

COUNCIL: Wackerly attended the most recent Ambulance Board Meeting, but the owner was not in attendance with the report of calls for the previous month.

FINANCE: Motion by Burgess, second by Craig DeLong to pay the village bills from the appropriate funds for \$18,011.37 pre-approved by the Finance Committee 2/19/2025. Also, \$7,463.63 in payroll pre-approved by the Finance Committee and paid 2/13/25, and \$8,283.33 in monthly payrolls paid 2/28/25. All council members approved.

QUESTIONS:

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

Next regular council meeting will be Monday, March 3, 2025 at 7:00 p.m. at the Malvern Village Hall.

Mayor

Fiscal Officer