

## MALVERN VILLAGE REGULAR COUNCIL MEETING

**December 16, 2024**

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Meeting opened with the Pledge of Allegiance.

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

Motion by Holmes, second by Wackerly to approve the minutes from the regular meeting of November 18, 2024. Holmes, Wackerly, Hubbard, and Craig DeLong voted yes, Wadsworth abstained.

### **CITIZEN COMMENTS:**

**LEGISLATURE:** Motion by Wackerly, second by Hubbard to suspend Rule 731.17 for Ordinance 4-2024 for the 2025 Temporary Appropriations. All council members approved.

Motion by Wackerly, second by Hubbard to adopt Ordinance 4-2024, An Ordinance temporarily amending the appropriation of various funds of the Village of Malvern, Carroll County, Ohio, for fiscal year 2025 and to expire on March 31, 2025. All council members approved.

### **PARK:**

**FISCAL OFFICER/TAX DEPARTMENT:** Neading provided council with the RITA, Appropriations, Revenue, Fund Status, Receipts, and Payment reports as of 12/16/2024. Neading discussed the Revenue Status report and highlighted that income tax collections exceeded the budget by \$18,615.03 for the year, the Village collected \$138,731.95 in royalty payments from EOG, the Service and State Highway funds hit budget, and Water exceeded the budget by \$9,190.27 with 15 days remaining in the year. She also discussed the Appropriations Status report and explained that the Village did well in controlling expenses while still making improvements throughout the year. Neading further discussed the lease with Brown Local Schools for the use of the Park area. The School has asked if the lease can be extended to 10 years. They have also included that if they hold a playoff game, they would retain the profits from the ticket sales. Kaltenbaugh included that due to the improvements the School is making to the stadium, it would only be fair to allow the lease to be extended to 10 years. Wackerly made a motion to accept the Lease Agreement with Brown Local Schools as presented, second by Hubbard, all council members approved. Neading reported that she will submit the Temporary Appropriations to the County for approval. She will also be starting work on year end.

**VILLAGE ADMINISTRATOR:** Kaltenbaugh discussed the Army Corps funding and explained that the Village would need to select a firm to conduct a land survey. Engineering Associates recommended Lawhon & Associates, Inc to complete the survey. The cost of the survey is \$6,980.00, which will come out of the funding from the Army Corps. Wackerly made a motion to accept the proposal of Lawhon & Associates, Inc. to complete the land survey not to exceed \$7,000.00, second by Holmes. All council members approved. Kaltenbaugh explained that the Village is still working on obtaining grants, and is hoping funding from the EPA will come through in 2025. Kaltenbaugh reported that the Service Department is working to have the trucks ready for winter. He explained that there was a recent issue with the Christmas tree downtown. The tree is a 14 foot live tree that is being anchored by four (4) tethers. With the recent wind and weather the tree has come down several times. When the service department tried to fix it, the top broke. Kaltenbaugh discussed the possibility of planting a tree in the spring, he

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will continue communicating with the property owner. Kaltenbaugh discussed the lights on the bridge and explained that Sheets is still working on pricing for posts.

Holmes asked what time the Service Department was starting when they salted roads. Kaltenbaugh reported that they were starting about 6:30 am. Holmes asked if it would be possible to start earlier.

Wackerly asked about the new Siren. Kaltenbaugh explained that he just received the agreement from AEP to run power, he signed the contract, and the Village needs to submit payment prior to AEP starting work.

Kaltenbaugh discussed the Fire Truck that is being stored in the Sewer Department Garage. Castellucci believes that the truck belongs to the Fire Department, and explained that when the Fire Department and Village separated all equipment was transferred to the Department. Kaltenbaugh discussed this with the Commissioners and explained that he is unsure who owns the truck.

Neading and Kaltenbaugh discussed a 2025 payroll issue with their salary. There will be 27 pay periods in the year, Neading asked if there was a preference in changing the 2025 salaries to be divided equally and then changed back to 26 pays in 2026 or if Council would prefer to change the pay frequency to monthly to avoid the problem in the future. Neading and Kaltenbaugh agreed that monthly would be easier to manage. Wackerly made a motion to modify the pay frequency from bi-weekly to monthly for Kaltenbaugh and Neading, with their payroll being made on the last day of the month with Council, second by Craig DeLong. All council members approved.

Burgess discussed the wage of James Little, service employee. He is currently making \$15.50 per hour, while the other service employees are making \$17.00 per hour. Kaltenbaugh explained that Little is a good worker. Wackerly made a motion to increase the hourly wage of James Little to \$17.00 per hour, effective immediately, second by Craig DeLong. All council members approved.

Wackerly asked if Kaltenbaugh had an opportunity to look into insurance for employees. Kaltenbaugh spoke with the representative, he had been on vacation, and he is going to look into rates. Kaltenbaugh explained that it is likely that the cost will be high, and he is looking at joining in with a group, such as Stark County, to help reduce the cost.

Kaltenbaugh discussed royalty payments from EOG and explained that as royalties continue to come in that the Village needs to look into paving projects.

### **MAYOR:**

**COUNCIL:** Holmes asked if there was an update on the Wallace property. Kaltenbaugh has not heard back from the Health Department. The Bridge Street Property, with the brick piles was also discussed. He has not heard back from the property owner, but had heard that the property was trying to be sold.

Craig DeLong reported that he attended the most recent Fire Board meeting and noted that there had been 20 incidents since the last meeting.

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Wadsworth discussed the AEP street lights on Wood Street and explained that they are blinking and then go out, and when they are out it is very dark. Kaltenbaugh explained that there is a list of forty (40) lights that have been submitted to AEP. He also explained that AEP is planning to update the lights to LED in the next four (4) years, and is unsure that they have the available parts to make the repairs. He also noted that information continues to be submitted to AEP when lights are out. Wadsworth also asked about the EOG agreement for the former Colfor building. Kaltenbaugh told EOG that they have until January 1<sup>st</sup> to finalize an agreement.

**FINANCE:** Motion by Craig DeLong, second by Hubbard to pay the village bills from the appropriate funds for \$19,390.08 pre-approved by the Finance Committee 11/30/2024 and \$20,920.84 on 12/16/2024. Also, \$10,062.57 in payroll pre-approved by the Finance Committee and paid 12/5/24. All council members approved.

### **QUESTIONS:**

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

**Next regular council meeting will be Monday, January 6, 2025 at 7:00 p.m. at the Malvern Village Hall.**

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Mayor

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Fiscal Officer