

REGULAR MEETING
August 4, 2025

Meeting called to order at 7:00 PM by Mayor Barbara J. Lloyd with the recitation of the “Pledge of Allegiance”.

**Roll Call: In Attendance - Kim St. Clair, Ed Harlan,
Mike Nunley, Bo Coconis, Greg Gibson**

Absent - Paul Lowe

Kim moved to accept the minutes of the Regular Village Council Meeting held July 15, 2025. Seconded by Mike. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

Ed moved to approve the Fiscal Officer’s Bank Reconciliation Report for June 2025. Seconded by Kim. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

Greg moved to dispense the Fiscal Officer’s Bank Reconciliation Report for July 2025. Seconded by Ed. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

Mayor Lloyd asked Council if they saw the July 2025 Mayor’s Court Data?

CITIZENS AND GUESTS

Robert Stansberry – 136 South Pembroke

Mr. Robert L. Stansberry addressed Council regarding concerns with the recently installed speed bumps in the alley near his home. He stated that the bumps pose a hazard to vehicles and expressed doubt that patching around them would hold up through freezing weather given the current condition of the alley. Mr. Stansberry presented feedback from residents, noting that several opposed the installation. Council responded that the bumps were placed to address repeated speeding complaints and to protect children who frequently play in the area. Placement was determined based on safety and available space, rather than individual preferences. It was further explained that issuing citations had proven difficult, as officers must personally observe violations, and cameras are not a legally viable enforcement method. Since the installation, however, speeding has been reduced and children have been observed using the area more safely. Council acknowledged that opinions among residents are divided but thanked Mr. Stansberry for bringing his concerns forward and stated the matter would be taken under advisement.

DEPARTMENT HEADS

Fire – Russell Taylor

The Fire Chief reported that the department responded to a total of 121 calls during the previous month, including three fires, 83 EMS runs, 16 service calls, 17 intense incidents, two false alarms, 32 calls in the township, and 47 within the village. Preparations are underway for the fair, where the department will once again operate a volunteer-run food booth with the help of volunteers. Chief noted that all proceeds are reinvested into the department. He further reported the donation of another used thermal imaging camera from Cambridge, which was greatly appreciated, and confirmed that the department's new ambulance had been delivered and displayed to Council. A local business volunteered to provide free professional detailing of the ambulance prior to it entering service. Council commended the Chief and the department, recognizing their dedication and volunteer efforts as the reason the community continues to provide strong support and donations.

Police – Mark Ross

The Police Chief reported that in July 2025 the department handled 107 call records, compared to 94 in July 2024. Of these, 15 reports were completed along with two action reports. Officers made two warrant arrests, two misdemeanor arrests, one arrest for disorderly conduct, and two felony arrests. The felony arrests involved improper handling of a firearm in a vehicle by a person under 21, operating a vehicle while impaired, and a felony theft from a Speedway by an employee. Traffic enforcement included 42 encounters, one of which involved felony charges. The Chief noted that none of the auxiliary officers met their required hours during the month, citing one officer who failed to submit hours due to vacation and work conflicts, resulting in a first written warning. Two other auxiliary officers remain on maternity leave and were encouraged to show greater commitment to departmental requirements. The Chief emphasized that all officers must complete firearm qualifications by the end of the month, with failure to comply potentially resulting in warnings or termination.

The Chief also reported that part-time Officer Sean Holdren requested to increase his hours due to reduced hours at his other job. Council discussed current scheduling gaps, noting that several officers' availability fluctuates due to outside employment and personal commitments. Holdren has already been covering some evening and midnight shifts, and Council agreed that he could assume additional hours as long as the total does not exceed 30 hours per week, which would classify him as full-time.

A motion to allow Holdren to increase his hours was made by Council Member Mike Nunley and seconded by Council Member Ed Harlan. Roll call vote was unanimous in favor, with Council Members Mike, Bo, and Greg also voting yes.

Water Department –

Wesley Wiseman reported that all yearly EPA samples have been completed. A leak at Greenhouse Road was repaired, and staff are awaiting stabilization before final restoration. Discussion was held regarding the remaining larger scrap items in the

impound lot, including an old roller, sewer equipment, traffic lights, and old hydrants. Council noted that scrapping unusable equipment that has been in storage for years would generate revenue for the respective funds and free up space for operational equipment. Council agreed to proceed, and a motion to authorize the scrapping of these items was made by Council Member Ed and seconded by Council Member Greg. Roll call vote was unanimous.

Staff further reported on work orders, indicating that a total of 208 were completed, including 42 regular work orders, 76 hang tags, 44 locates, and five miscellaneous tasks. Council confirmed that staff are working together effectively to complete all assignments.

REPORTS OF COUNCIL COMMITTEES

Personnel Committee –

Ed Harlan - The committee agreed to allow Trish Hayhurst to go to full-time after a brief discussion with Taylor. The mayor has presented a candidate for village administrator. A resolution will be voted on to decide. We will have a special meeting soon to look at job applicants for the maintenance position.

A motion to hire Trish Hayhurst full-time was made by Mike Nunley and seconded by Greg Gibson. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

COMMUNICATIONS AND LETTERS

Approvals:

Council acknowledged and signed the approval of Local Government Revenues from the County Auditor.

Verizon Contract Review:

Council discussed reviewing the current Verizon plan to determine potential savings by switching to a government plan.

A motion to authorize staff to explore savings opportunities and report back to the Finance Committee as needed was made by Bo Coconis, seconded by Greg. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

HRA Policy Revision:

Council reviewed revisions to the HRA policy to clarify wording. The policy was updated to state that only employees enrolled in the medical plan are eligible. A motion to approve the revised HRA policy was made, seconded, and unanimously approved.

A motion was made to revise the policy by Mike Nunley, seconded by Ed Harlan. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

Grant Updates:

Taylor Bennett provided updates on ongoing grant research, including the BWC Safety Grant, the Fall Straker Grant for pickleball court funding, and possibly a new grant opportunity through the Do It Center. Council was also informed that the fire hydrant grant extension had been signed and that hydrants would be ordered shortly, with staff assistance as needed.

Cybersecurity Requirements:

Council was advised that the State of Ohio has mandated cybersecurity requirements for municipalities, which will need to be implemented. The compliance deadline is January 26.

Council chairman Ed Harlan moved to enter into Executive Session under ORC 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Seconded by Greg Gibson. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

Entered Executive session at 7:20 PM

Greg made a motion to return to Regular session at 8:06 PM with no actions taken. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

ORDINANCES AND RESOLUTIONS

ORDINANCE (TABLED) AN ORDINANCE ACCEPTING LETTER OF RESIGNATION FROM EVERETT CHRIS KERBY, ASSISTANT FISCAL OFFICER, AND DECLARING IT AN EMERGENCY.

This ordinance was tabled to discuss at a later time.

RESOLUTUION 1131 A RESOLUTION ADOPTING THE 2026 ALTERNATE TAX BUDGET FOR THE VILLAGE OF SOUTH ZANESVILLE, MUSKINGUM COUNTY, OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026, AND SUBMITTING THE SAME TO THE MUSKINGUM COUNTY AUDITOR

Ed made a motion to pass the second reading of Resolution 1131. Seconded by Kim. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

RESOLUTION 1132 A RESOLUTION AUTHORIZING THE MUSKINGUM COUNTY ENGINEER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND AUTHORIZING MUSKINGUM COUNTY TO EXECUTE CONTRACTS AS REQUIRED.

Ed made a motion to pass the second reading of Resolution 1132. Seconded by Kim. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

RESOLUTION 1133 A RESOLUTION TO AMEND THE HOURLY WAGES AND JOB TITLES OF TWO EMPLOYEES WHO ASSUMED DEPARTMENTAL RESPONSIBILITIES FOLLOWING THE ADMINISTRATOR’S RETIREMENT, AND DECLARING AN EMERGENCY.

Ed moved for the council to dispense three separate reading rule of resolution number 1133, pursuant to section 731.17, per the Ohio Revised Code and declare this resolution an emergency. Seconded by Greg. Gibson– yea, Coconis – yay, Nunley – yay, Harlan - yay, and St. Clair - yay. Motion Carried.

Kim motioned to pass Resolution 1133. Seconded by Ed. St. Clair – yay, Harlan – yay, Nunley – yay, Coconis – yay, and Gibson – yay. Motion Carried.

RESOLUTION A RESOLUTION APPOINTING A PART-TIME VILLAGE ADMINISTRATOR AND ESTABLISHING COMPENSATION, AND DECLARING AN EMERGENCY.

There was no action taken on this resolution.

UNFINISHED BUSINESS

Council discussed ongoing revisions to the Personnel Policy. Staff member Joe Miller is working on revising portions of the policy and incorporating job descriptions. No significant changes are being made at this time.

Council also noted that they are awaiting a resolution regarding water lines on Greenhouse. Kevin Vanhorn reported visiting Don Madden’s office but was unable to obtain a date from the county for when they plan to assume responsibility, and the Village is awaiting that information to schedule termination of services to the affected addresses.

NEW BUSINESS

Council and department heads discussed ongoing computer performance issues, noting that Village computers have been running slowly and intermittently losing connection. Taylor Bennett updated that Jay Hunt, the technician who installed the Village’s internet and networking infrastructure, is scheduled to come in the following day to assess the system and provide recommendations for resolving the problems.

MISCELLANEOUS

Council emphasized the need to have a Personnel committee meeting. It will be held at 4:00PM August 15, 2025 in the Fiscal Officer’s office.

ADJOURN

Ed moved to adjourn, seconded by Mike. Mayor Lloyd asked all to vote by stating I. All did. Motion Carried. Meeting adjourned at 8:28 PM.

Barbara Lloyd - Mayor

Taylor Bennett - Fiscal Officer