

**REGULAR MEETING**  
**February 2, 2026**

**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 - Paul Lowe, Ed Harlan, Bo Coconis, Greg Gibson  
Absent – Danny Wiseman, Tim Adams**

**Paul moved to accept the minutes of the Regular Village Council Meeting held January 5, 2026. Seconded by Greg. Gibson– yea, Coconis – yay, Harlan - yay, and Lowe - yay. Motion Carried.**

**Greg moved to approve the Fiscal Officer’s Bank Reconciliation Report for December 2025. Seconded by Ed. Lowe – yay, Harlan – yay, Coconis – yay, and Gibson – yay. Motion Carried.**

**Paul moved to dispense the Fiscal Officer’s Bank Reconciliation Report for January 2026. Seconded by Bo. Gibson– yea, Coconis – yay, Harlan - yay, and Lowe - yay. Motion Carried.**

**Mayor Lloyd asked Council if they saw the January 2026 Mayor’s Court Data?**

**CITIZENS AND GUESTS**

**Stephanie Swingle – Stephanie Swingle appeared before council to discuss holding her summer camp at the village park. She explained the camp would operate daily through the summer, typically 7:00 a.m. to 5:00 p.m., and enrollment had grown from five children to approximately forty, with children coming from local districts including Franklin Local, John Glenn, West Muskingum, and Zanesville. Council asked clarifying questions about whether the camp would remain at one park for the duration, prior locations used, and what camp requirements would be. She stated the camp requires a shelter house, electricity, and portable toilets, and noted she was meeting with other park systems as well to keep options open. Council discussed concerns about the village park’s readiness and capacity—particularly shelter size for 40 children, limited restroom facilities (only one portable toilet at the park), and ongoing improvements at the park (including pickleball conversion and other upgrades). Concerns were also raised regarding storm/weather planning and the long duration of a weekday commitment. No motion was made to approve the request. The overall discussion concluded that the village park is likely not ready and may not be a good fit at this time, though council expressed support for the concept and interest in increased park usage, potentially in a future year or with smaller-scale arrangements.**

**Rick Gossel - Rick Gossel, Chief Building Official for the Southeast Ohio Building Department (SEOBD), presented information to council about plan review and inspection services for residential and non-residential work, emphasizing that their office is certified by the Ohio Board of Building Standards and serves multiple counties and jurisdictions. He described their staffing, online/digital permit processing, typical plan review timelines (often under three weeks for commercial**

and within days for many residential permits), and inspection turnaround (generally next-day service). He stated that the service would be at no cost to the Village, because the fees are paid by applicants/contractors/owners, and that they can provide periodic reports to the Village on permits and inspections. Council and the administrator discussed the current risk of village officials signing off on permits without inspections and the potential liability and safety issues that can arise from uninspected residential construction. The discussion supported moving toward legislation to establish residential enforcement in the Village, which was introduced later under resolutions.

## DEPARTMENT HEADS

### Administrator – Joe Miller

The administrator reported the Village received funds from scrap metal removal: a check for \$322 for scrap steel and iron, and \$206.50 for aluminum, totaling \$528.50. Council discussed that the revenue would be deposited under a village revenue account, likely tied to general or streets-related revenue depending on how it is categorized. The administrator announced a “surprise” improvement for council meetings: a wall-mounted TV and capability to connect a computer for presentations, thanking donors and those who helped arrange the installation. He also reported applying for a Roundup Grant in the amount of \$4,411.95 to purchase an additional Toughbook laptop for the new police cruiser; the grant was described as no-match, meaning no cost to the Village. He then discussed ongoing planning for electric upgrades at the park, noting coordination with Larry Ball on layout and needs. For water infrastructure planning, the administrator described progress with Mayor’s Partnership for Progress (MPP) and RCAP/GIS support to map existing lines, identify sizes and locations, and support future engineering; these planning services were described as funded through outside agencies at no cost to the village. He also reported MPP recommended two additional engineering/planning firms (DLZ and APG) expected to provide clearer pricing on planning/engineering costs, and meetings were being scheduled to obtain proposals. Finally, he provided an update on the Clay Street water tank, stating that Tim Adams had been working with a company about installing a liner inside the tank as an alternative to welding, though no response had been received yet; discussion also referenced that a storage tank option was included in long-term project phasing if repairs are not feasible.

### Fire – Russell Taylor

Chief Taylor reported January activity totaling 106 calls, including fire calls, EMS calls, hazardous/oil service calls, and other categories, and stated they maintained 100% coverage without dropping calls. Additional discussion included the impact of canceled dispatches on reimbursement for transports and the possibility of addressing repeated cancellations through policy/ordinance review once supporting documentation is obtained.

**Police – Mark Ross**

The police department reported 109 calls for January, compared with 127 calls in January 2025, and stated they completed nine incident reports, including one death investigation ruled a natural death by the coroner. They reported six accident reports, four warrant arrests, and two misdemeanor arrests involving menacing and disorderly conduct. For traffic enforcement, the department reported 44 enforcement actions (citations). The chief reported the department received a donated AR-15 patrol rifle with scope valued around \$2,000. Updates were given on the new cruiser order (a Dodge Durango) and equipment/decals, and the department noted a second vehicle grant had been submitted and they were still awaiting approval on a previously-filed JAG grant. Staffing updates were also given: the department now has four part-time officers and one auxiliary officer, with mention of overnight coverage by an officer working midnight hours.

**Water/ Street – Wesley Wiseman**

Village staff described repeated after-hours calls involving private property water line breaks, often under trailers, and explained that village response was being used frequently due to lack of proper owner/tenant communication and maintenance, especially at certain trailer park properties. Two written proposals were referenced: one addressing private property emergencies and responsible communication, and another establishing a tiered fee schedule for repeat water meter bottom replacements and full meter replacements to encourage property owners to maintain lines (including heat tape/insulation). A motion was made to accept the two proposals so they could be implemented: Paul made the motion and a second was given (seconded in the transcript). Council then discussed the need to notify property owners and residents (website, bulletin board, and printing notices on the back of water bills). During discussion, it was clarified that to take immediate effect, it likely would need to be adopted as a resolution, potentially with readings/waiver procedures for emergency enactment. After that clarification, council agreed not to adopt it immediately and instead to bring it back next month in proper resolution format. (So: a motion was made, but the section ends with the decision to postpone formal adoption until next meeting as a resolution.)

**REPORTS OF COUNCIL COMMITTEES**

**Personnel Committee** – The personnel committee reported discussions about the EMS collections process and the high level of write-offs, stating a meeting would be set to explain the write-offs and explore collecting past-due balances. The committee also discussed the administrator’s employment terms, noting the current contract expires at the end of March. The committee agreed to recommend a one-year contract at 20 hours per week, with flexibility for additional hours as needed. The committee also agreed to recommend a \$5 per hour pay increase, bringing the rate to \$30 per hour. It was stated that a new contract and resolution would be presented at the March meeting.

**Grants Committee** – The grants committee reiterated ongoing grant activity, including the police cruiser grant intended to cover about two-thirds of the cost and the Toughbook grant application to cover the full cost. The committee requested that grant updates be shared between meetings for grants the administrator is

working on, and noted continued activity around potential water and park-related projects.

#### **COMMUNICATIONS AND LETTERS**

Council acknowledged receipt of the 2025 year-end balance certificate and the permissive balance letter from the Muskingum County Auditor. During discussion, this permissive balance was described as “savings” held at the county level, and the amount was referenced as a little over \$60,000; council discussed that it may be used toward eligible projects such as street/sidewalk/curb work or as matching funds for paving. Council also acknowledged a copy of the pickleball court grant submission to the Straker Foundation and viewed concept images on the new TV display. Discussion included the plan for six courts with interest in possibly fitting more, though the contractor suggested eight could be difficult and noted that multiple quotes had been obtained. The agenda items also referenced the scope of work for the water line replacement project and CDBG meeting details as being received.

#### **RESOLUTIONS AND ORDINANCES**

**RESOLUTION 1138            A RESOLUTION REQUESTING CERTIFICATION TO ENFORCE THE OHIO STATE BUILDING CODES WITHIN THE VILLAGE OF SOUTH ZANESVILLE, OHIO (1<sup>ST</sup> READING)**

Council introduced Resolution 1138 as a resolution requesting certification to enforce the Ohio State Building Codes within the Village of South Zanesville (first reading). A motion was made to accept/proceed with the first reading, and it was seconded. The item moved forward as a first reading (no final passage at this meeting since it was the first reading).

**RESOLUTION 1139            A RESOLUTION CREATING THE SOUTH ZANESVILLE, OHIO BUILDING DEPARTMENT AND AUTHORIZING A REQUEST TO THE OHIO BOARD OF BUILDING STANDARDS FOR CERTIFICATION AS A SUB-DEPARTMENT OF WASHINGTON COUNTY BUILDING DEPARTMENT DBA SOUTHEAST OHIO BUILDING DEPARTMENT FOR ENFORCEMENT OF THE RESIDENTIAL CODE OF OHIO FOR RESIDENTIAL CONSTRUCTION. (1<sup>ST</sup> READING)**

Council introduced Resolution 1139 as a resolution creating the South Zanesville Building Department and authorizing a request to the Ohio Board of Building Standards for certification as a sub-department (DBA Southeast Ohio Building Department) to enforce Ohio residential codes (first reading). A motion was made and seconded to proceed with the first reading. The item advanced as a first reading only.

## UNFINISHED BUSINESS

Council moved into executive session to discuss personnel matters under the referenced section of Ohio Revised Code. A motion was made, seconded, and a roll call vote was taken: Paul—Yes, Ed—Yes, Bo—Yes, Greg—Yes. The motion carried. After executive session, council returned to open session by motion. Ed made the motion to return, and it was seconded. A roll call vote was taken and approved. Council then announced receipt of a resignation letter from Dan Wiseman due to conflicts involving his retirement payout and earnings as a council member, along with personal reasons.

A motion to accept his resignation from the Village Council seat was made by Greg and seconded by Ed. Roll call vote: Paul—Yes, Ed—Yes, Bo—Yes, Greg—Yes. The motion carried and the resignation was accepted.

Council then moved to appoint Donald Stillion to fill the vacant council seat effective immediately. A motion was made, a second was provided, and roll call vote was unanimous (Greg—Yes, Bo—Yes, Ed—Yes, Paul—Yes). The oath of office was then administered, and Donald Stillion took the oath and was seated.

## NEW BUSINESS

Council briefly discussed RCAP further, describing it as an organization that helps small villages—particularly low-to-moderate income communities—obtain funding and technical assistance. The discussion emphasized the value of an updated water study, which can support future water rate ordinances by providing itemized justification for rate increases and transparency for residents. It was stated the EPA funds RCAP support, making the study effectively free or grant-supported, and council discussed aiming to have the study completed before the next cycle of water rate ordinance readings later in the year.

## MISCELLANEOUS

None.

## ADJOURN

Paul moved to adjourn, seconded by Bo. Mayor Lloyd asked all to vote by stating I. All did. Motion Carried. Meeting adjourned at 8:04 PM.

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Barbara Lloyd - Mayor

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Taylor Bennett - Fiscal Officer