

**REGULAR MEETING
March 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, Tim Adams, Ed Harlan,
Don Stillion, Bo Coconis, and Greg Gibson**

Ed moved to accept the minutes of the Regular Village Council Meeting held February 2, 2026. Seconded by Don. Gibson– yay, Stillion – yay, Harlan - yay, Adams – yay, and Lowe - yay. Motion Carried.

Paul moved to approve the Fiscal Officer’s corrected Bank Reconciliation Report for December 2025. Seconded by Tim. Lowe – yay, Adams – yay, Harlan – yay, Stillion – yay, Coconis – yay, and Gibson – yay. Motion Carried.

Paul moved to dispense the Fiscal Officer’s Bank Reconciliation Report for January & February 2026. Seconded by Tim. Gibson– yay, Coconis – yay, Stillion – yay, Harlan - yay, Adams – yay, and Lowe - yay. Motion Carried.

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

CITIZENS AND GUESTS

Representatives from DLZ appeared before council to discuss how they could assist the Village with its water infrastructure issues. They stated that they had recently met with village officials through the Mayor’s Partnership for Progress and were asked to present their services and approach to council.

DLZ explained that they would serve as an extension of the Village’s team, with a principal overseeing the project, a project manager handling day-to-day operations, and staff dedicated to quality control and funding. They emphasized that one of their strengths is identifying and securing funding, stating that “most of the clients we have don’t have any money,” and that they regularly pursue multiple grants and low-interest loan opportunities for communities.

They presented an estimated cost of approximately \$7.1 million for Phase 1, noting that the project could be broken into smaller phases depending on funding availability. They explained potential funding sources and stated that they “mix them all together and try to figure it out,” while also noting they do not want to oversell funding expectations.

DLZ outlined a tentative timeline, explaining that preliminary engineering could begin soon, with construction potentially beginning in 2026 depending on funding. They stressed the importance of being “shovel ready” to compete for grants and funding opportunities.

A large portion of the discussion focused on public communication and transparency. DLZ emphasized the importance of informing residents early, stating

that residents often become upset when they first learn of projects through unexpected costs. They recommended newsletters, bill inserts, and public meetings, noting that “this is their opportunity to come in and say, hey,” and emphasizing keeping communication simple and concise.

Council members discussed strategies for notifying residents, including using bill inserts and providing clear, factual information about system issues such as leaks and repair costs. It was emphasized that residents should understand both the need for the project and the potential cost impacts.

During discussion of hydrants and fire protection, Councilman Ed clarified the Village’s role, stating that the Village is “not a firefighting community,” but rather provides water service, noting that while hydrants are beneficial, the Village’s responsibility is supplying water and not directly providing fire protection services, even though fire departments utilize the system.

Discussion also included water rates and affordability. DLZ explained that funding agencies typically look for water and sewer costs to be around 3% of median household income. Village staff noted that a water study is being coordinated to support future rate decisions and provide documentation for residents.

DLZ further discussed infrastructure improvements such as replacing aging lines, improving hydrant placement, and reducing water loss. They noted that proper hydrant spacing could also provide indirect benefits such as improved insurance ratings for residents.

DLZ emphasized their experience working with small communities, stating they understand limitations in staffing and funding and aim to guide projects in a way that is manageable and beneficial long-term. They reiterated their commitment to “do what’s right” and to advocate for the Village throughout the process.

Council members expressed appreciation for the presentation, with comments noting the opportunity felt like a “godsend” and that the Village has been concerned about water infrastructure issues for some time. It was also noted that preliminary work has already begun through MPP funding at no cost to the Village.

No formal motion was made during this discussion; however, consensus indicated support for continuing to move forward with DLZ and pursuing funding opportunities.

DEPARTMENT HEADS

Administrator – Joe Miller

The Administrator reported that over the last month, the water department has been working to replace meter tops so that all meters can be read remotely. He noted that this effort has “picked up speed” and is part of improving accuracy in readings and billing. He also mentioned that DLZ has already begun some preliminary work on the water project, funded through MPP, and emphasized that this work is being done at no cost to the Village.

The Administrator then addressed the previously approved CDL training, stating that council had approved approximately \$6,000 for two employees at \$3,000 each.

After additional research, he found that the Village could complete the same training for approximately \$600 total. He explained that the Village has now been registered with the Federal Motor Carrier Safety Administration, allowing in-house training. He stated that current CDL-certified employees can legally perform the driving portion of the training, and that trainees will complete an online Entry Level Driver Training (ELDT) course for approximately \$125 each while on duty. He noted that once the employees receive their permits, they can begin driving training with current Village staff. He emphasized that this change results in “saving us a lot—from six thousand to about six hundred.”

The Administrator then discussed concerns regarding contractors performing work within the Village, specifically related to fiber optic installation. He explained that there was a recent situation where a water line may have been damaged, though it could not be definitively proven. During his investigation, he discovered that the contractor had not posted a bond with the Village or the County. He stated that some of these companies are subcontractors and not always local, which makes accountability more difficult. He explained that without a bond, “we’re kind of out of luck” if damage cannot be proven or if the contractor refuses responsibility.

He recommended that the Village require companies that break ground to post a bond before performing work, stating that this would help protect the Village’s infrastructure. He acknowledged that proof of damage would still be required, but emphasized that having a bond in place provides a level of protection. Council discussed the issue, noting that other utilities would expect the Village to be responsible if damage occurred in reverse situations. It was agreed that this matter should be reviewed further with legal counsel (Kevin) and likely addressed through the Utilities Committee.

The Administrator also discussed future paving projects, stating that the Village is currently paving certain streets this year, including Willis and LaSalle. Based on discussions with residents, he proposed potential paving projects for next year, including West King Street from Maysville Pike to Linden, as well as the alley from West Berkeley to West Main. He also mentioned Codell Lane as a possible additional project depending on funding.

Council discussed prioritizing areas based on need, traffic, and condition, and noted that some funding may be available through county-held funds that can be used as a match for OPWC paving projects.

Fire – Russell Taylor

The Fire Department reported 88 calls for the month, including 55 transports. Crews assisted with snow removal around the station and completed facility upgrades, including flooring, carpet, and restroom improvements. The department also donated materials to the village, including 150 feet of chain link fencing, a gate, and a sprayer for park use.

Police – Mark Ross

The Police Department reported 143 calls, including 78 calls for service, 8 incident reports, and 4 accidents. Arrests included one warrant arrest and two misdemeanor arrests involving domestic violence and OVI-related offenses. The department recorded 65 enforcement actions and noted an increased focus on distracted driving

enforcement. Officer Andrew Love resigned from part-time status and transitioned to an auxiliary role. The department is currently seeking coverage for approximately 20 hours per week. Updates were also provided on the pending arrival of a new cruiser.

Water/ Street – (Wesley Wiseman - Absent)

The department continues to address meter issues and improve billing accuracy through equipment upgrades. Council also acknowledged the street crew’s effective snow removal efforts, with early morning work ensuring road safety.

REPORTS OF COUNCIL COMMITTEES

Personnel Committee – The committee discussed the police chief taking a cruiser home, reviewing pros and cons. No final decision was made, and further discussion will continue.

Finance Committee – The Finance Committee reported that cell phone allowances would be adjusted: \$40 per month for the Mayor and \$20 per month for the Administrator due to work-related usage. The committee also acknowledged the significant savings on CDL training.

Utilities Committee – The Utilities Committee reported that, after reviewing proposals, DLZ was selected as the preferred engineering firm for the water infrastructure project due to their experience, cost approach, and compatibility with small communities.

COMMUNICATIONS AND LETTERS

Council reviewed communications including a property tax letter and educational flyer from the State of Ohio. A Straker Foundation grant award of \$43,000 for renovations was discussed, with a noted clerical error in the documentation to be corrected.

Additionally, council was presented with letters of support for the water infrastructure project to be signed and submitted to assist with securing funding through congressional channels. Council members and the Fire Chief were asked to sign letters in support of the project.

RESOLUTIONS AND ORDINANCES

ORDINANCE 2026-2 AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF SOUTH ZANESVILLE, STATE OF OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026. (EMERGENCY)

A motion to dispense with three readings and declare an emergency was made by Greg and seconded by Paul. Roll call vote: Paul—Yes, Tim—Yes, Ed—Yes, Don—Yes, Bo—Yes, Greg—Yes.

A motion to pass Ordinance 2026-2 was made by Paul and seconded by Tim. Roll call vote: Greg—Yes, Bo—Yes, Don—Yes, Ed—Yes, Tim—Yes, Paul—Yes. Ordinance passed.

RESOLUTION 1138 A RESOLUTION REQUESTING CERTIFICATION TO ENFORCE THE OHIO STATE BUILDING CODES WITHIN THE VILLAGE OF SOUTH ZANESVILLE, OHIO (2ND READING)

A motion to pass the second reading of Resolution 1138 was made by Paul and seconded by Don. Roll call vote: Greg—Yes, Bo—Yes, Don—Yes, Ed—Yes, Tim—Yes, Paul—Yes.

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. (2ND READING)

A motion to pass the second reading of Resolution 1139 was made by Paul and seconded by Tim. Roll call vote: Greg—Yes, Bo—Yes, Don—Yes, Ed—Yes, Tim—Yes, Paul—Yes.

RESOLUTION 1140 A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A ONE-YEAR AGREEMENT FOR PART-TIME ADMINISTRATOR SERVICES AND DECLARING AN EMERGENCY (EMERGENCY)

A motion to dispense with three readings and declare emergency was made by Greg and seconded by Tim. Roll call vote: Paul—Yes, Tim—Yes, Ed—Yes, Don—Yes, Bo—Yes, Greg—Yes.

A motion to pass Resolution 1140 was made by Greg and seconded by Don. Roll call vote: Greg—Yes, Bo—Yes, Don—Yes, Ed—Yes, Tim—Yes, Paul—Yes. Resolution passed.

RESOLUTION 1141 A RESOLUTION TO APPROVE WATER METER REPLACEMENT AND WATER LINE REPAIR OR REPLACEMENT FEE (EMERGENCY)

A motion to dispense with three readings and declare emergency was made by Greg and seconded by Ed. Roll call vote recorded; motion carried.

A motion to pass Resolution 1141 was made by Paul. Roll call vote: Paul—Yes, Tim—Yes, Ed—Yes, Don—Yes, Bo—Yes, Greg—Yes.

**RESOLUTION 1142 AN EMERGENCY RESOLUTION TO APPROVE
CLASS B COMMERCIAL DRIVER’S LICENSE**

A motion to dispense with three readings and declare emergency was made by Greg and seconded by Bo. Roll call vote recorded; motion carried.

A motion to pass Resolution 1142 was made by Don and seconded by Greg. Roll call vote: Paul—Yes, Tim—Yes, Ed—Yes, Don—Yes, Bo—Yes, Greg—Yes. Resolution passed.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Council member Paul Lowe expressed appreciation for teamwork, ongoing improvements, and community involvement. Comments highlighted progress within the village and optimism for future development.

MISCELLANEOUS

None.

ADJOURN

Ed moved to adjourn, seconded by Bo. Mayor Lloyd asked all to vote by stating I. All did. Motion Carried. Meeting adjourned at 8:14 PM.

Barbara Lloyd - Mayor

Taylor Bennett - Fiscal Officer