REGULAR MEETING OCTOBER 7, 2025

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:
PRESENT: Joe Bourne, Brandie Bourne, John Little, Ed Steffek, Nate Penrod, Steve Adams
ABSENT: N/A
OTHER ATTENDEES: Tim Bryant, DJ Meek, Donna Meek, Kyle Lawver
VISITORS: Nancy Bourne, John Bourne, Jeff McDonald

MOMENT OF SILENCE/PLEDGE
The meeting was opened with The Pledge of Allegiance led by Mayor Gardner.

PRIOR MEETING MINUTES
Motion was made by Brandie Bourne and seconded by Nate Penrod to dispense with the reading of the minutes and accept the minutes from regular meeting held September 16, 2025 Roll Call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

VISITORS
*No Reporting

PAY BILLS
*__Motion made by Brandie Bourne__ and seconded by Ed Steffek to pay bills from respective funds. Roll call as follows: Joe Bourne yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Nate Penrod yay, Steve Adams yay.

POLICE
*Mayor Gardner reported via Chief Dusenberry the September 2025 police report. There were seven traffic stops, one civil, one disabled vehicle and one property damage.

STREET
*Street Supervisor Tim Bryant expressed gratitude for Newcomerstown Village and New Phila. for the usage of stencils needed for the street dept.
*__Motion made by Brandie Bourne and seconded by Steve Adams__ to approve the purchase of dirt and seed for the sidewalk area at the park. Roll call taken and all council members present were in favor.
*__Motion made by Steve Adams and seconded by Nate Penrod__ to approve the purchase of a dolly for the street dept. Roll call taken and all council members present were in favor.
*Council member Nate Penrod inquired whether there is a plan in effect for the ongoing issue concerning the confusion of traffic at the village square when there is a power outage and the traffic light is not in working order. Discussion took place – Heard that the traffic signs for the outages will be installed as soon as time permits when power outages occur.
*Heard that the motorcycle playground equipment is in need of a spring replacement.
Motion made by Brandie Bourne and seconded by Steve Adams to approve the purchase of a spring for the playground equipment (motorcycle). Roll call taken and all council members present were in favor.

SOLICITOR MARK PERLAKY
*Heard from Perlaky that the deed from the Bates property on Main Street has been officially transferred to the Village of Port Washington. Heard that real estate taxes in the amount of approximately $13,000 are delinquent.
Motion made by Joe Bourne and seconded by Ed Steffek to proceed with serving the current tenant a notice for breach of contract concerning the back taxes owed. Roll call taken as follows: Joe Bourne yay, Steve Adams yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay. The tenant had an agreement to pay all real estate taxes on the property and they neglected to do so.

ZONING/ADMIN ASST.-DJ MEEK
*Heard that property owner Mike Miller is requesting a zoning permit for a shed.

INCOME TAX ADMINISTRATOR
*Tax Administrator Donna Meek expressed gratitude for the recent wage increase.
*Meek indicated that $5,512 is still owed in delinquent tax returns. Heard that one resident is in violation for year 2023 & 2024 and three residents are in violation for year 2024.
*Reviewed the 3rd Quarter Municipal Income Tax Report with a total of $34,686.46 received in the 3rd quarter. Year to date receipts total $129,463.95.

MAYOR
*Reminder: Trick or Treat for Oct. 31st from 5:30 – 7:00pm. Heard that the Delaware Fire Dept. will be open and serving donut holes, candy and cider.
*Heard that the porta john at Belden Park will be removed around Oct. 15th with the park being officially closed after the Fall Ball Leagues are finished.

JOE BOURNE
*Reminder: Union Cemetery is not to be used as a dumping area for trash. Brush may be dumped only due to inclement weather mishaps in the cemetery– No Trash.
*Reviewed the September Fire Dept. Report with 5 calls to include: One Brush Fire, One Smoke Investigation, One Assist to Tri City, One Assist to Newcomerstown, and One Auto Accident.
*Heard that the Fire Dept. will be visiting the elementary school for Fire Prevention Week.

NATE PENROD
*No Reporting

BRANDIE BOURNE
*Bourne expressed gratitude for the plaque received from the village for the recent passing of her mother.

STEVE ADAMS
*No Reporting

JOHN LITTLE
*No Reporting

ED STEFFEK
*No Reporting

FISCAL OFFICER
*No Reporting

TREASURER'S REPORT

* **Motion made by Brandie Bourne** and seconded by Steve Adams to accept the September 2025 Treasurer's report with the following: $480,607.00 General Fund, $ 39,844.19 Street Construction, $500.02 State Highway, $4,656.04 Cemetery Fund, $12,698.88 Permissive Vehicle Tax, $3012.63 Capital Project. With a total of all funds $541,318.76. Reports included the Bank Reconciliation Report, bank statements, payment listing, receipt detail report, fund status report, appropriation status report. All council members present were in favor.

Next regular meeting will be October 21, 2025 at 7:00pm.

_____ _____Date
Thomas J. Gardner, Mayor

_____ _____Date
Darissa R. Lute, Fiscal Officer

RESOLUTIONS & ORDINANCES

Motion moved by Brandie Bourne and seconded by Steve Adams to approve the 2026 Public Defender's Contract as stated on an emergency basis. **(RESOLUTION 09-2025)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Brandie Bourne and seconded by Nate Penrod to pass and enact said **RESOLUTION 09-2025**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.