

### **CALL TO ORDER**

Mayor Carver called the Regular Meeting to order at 7:00 pm on December 1st, 2025

### **INVOCATION**

Mark Phillips offered the Invocation.

### **PLEDGE OF ALLEGIANCE**

Mayor Carver led the Pledge of Allegiance.

### **ROLL CALL**

The following council members answered roll call: Tim Clapper, Aron Fraizer, Kay Hines, Mark Phillips, Emily Shaffer, and Chris Sherbourne. Fiscal Officer Cathy Davis, Administrator Derek Allen, and Solicitor Matt Griffith were also present.

### **MINUTES**

Shaffer moved, and Fraizer seconded the approval of the November 17<sup>th</sup> meeting: Roll Call: Shaffer, Fraizer, Clapper, Hines, Phillips, Sherbourne– all yes.

### **GUESTS**

Brandun McCunn, Village Street Supervisor, and Sondra Carey.

### **POLICE DEPARTMENT REPORT - CHIEF LAKEY**

Chief Lakey reported that Judge Lee W. McClelland had passed away, and two monetary donations were made to the Mt. Gilead Police Dept. in his memory.

### **FIRE DEPARTMENT REPORT - CHIEF CAREY**

Chief Carey reported that on November 25<sup>th</sup>, 2025, the safety committee met with representatives from Franklin Township and Chief Barrick from the Johnsville Fire Department to discuss the fire protection contract.

Clapper said that Franklin wanted a 3-year contract. Still, we decided on a 1-year contract at a reduced rate, with the understanding that the Fire Department would help them pass the levy by informing their residents as to why the levy is needed. Chief Barrick didn't take as much money, so the Mt. Gilead Fire Department could have more.

Chief Carey gave council an updated fire contract for Franklin Township for their approval. Hines moved, and Phillips seconded to approve the Franklin Township contract as presented.

Roll Call: Hines, Phillips, Clapper, Fraizer, Shaffer, Sherbourne – all yes.

Chief Carey is requesting to hire Brandon Conley as an instructor for the academy. Sherbourne moved, and Shaffer seconded to hire Brandon Conley as an instructor for the North Central Ohio Fire Academy. Roll Call: Sherbourne, Shaffer, Clapper, Fraizer, Hines, Phillips – all yes.

### **FINANCE - CHRIS SHERBOURNE**

No more meetings in 2025.

### **SAFETY - TIM CLAPPER**

No report. Next meeting will be as needed.

### **SERVICE -MARK PHILLIPS**

There will be no more meetings in 2025.

### **CODES & REGULATIONS - EMILY SHAFFER**

No more meetings in 2025.

### **ADMINISTRATOR-DEREK K. ALLEN**

The transfer to the old county garage to the Village of Mt. Gilead is scheduled for mid-December.

Kyle Burson submitted his two-week notice. His last day will be December 9<sup>th</sup>, 2025.

Curts Grimm was injured at work and will be off for at least 8 weeks.

We will be advertising for service workers this week.

There was an issue with the garbage truck, so we disposed of our waste at Mid-Ohio Sanitation.

Allen attended an ODOT meeting regarding the ST RT 95 bridge over Whetstone Creek. The bridge is only partially in the Village of Mt. Gilead and the rest in Gilead Township. The bridge has a deficient beam on the North side. The bridge was scheduled for FY2029 but is being moved up due to the most recent inspection. State fiscal years are July 1-June 30. The water plant project status report was received. We are currently waiting on the Ohio EPA to provide a Permit to Install for the hypo-chloride since this was a change in process. The Ohio EPA has indicated that its review will be completed on December 19<sup>th</sup>, 2025. After the permit is received, the plans will be submitted for loan approval. The plan is to advertise for bids after the first of the year, with a loan nomination in February or March. Shaffer asked about the no U-turn signs. Allen said that he would look into ordering them.

**MAYOR - DONNA CARVER**

Mayor Carver attended the American 250 committee meeting and the Franklin Township joint meeting.  
She raised \$1,650.00 from the food drive.

**SOLICITOR**

No report.

**FISCAL OFFICER - CATHY DAVIS**

Sherbourne moved and Hines seconded to approve the bills – Roll Call: Sherbourne – yes, Hines – yes, Clapper – yes, Fraizer – yes, Phillips – yes, Shaffer – abstain.

Sherbourne moved, and Fraizer seconded to suspend the reading of ordinance 2005 “amending ordinance 2000”. Roll Call: Sherbourne, Fraizer, Clapper, Hines, Phillips, Shaffer – all yes. Phillips moved, and Hines seconded, to pass Ordinance 2005. Roll Call: Phillips, Hines, Clapper, Fraizer, Shaffer, Sherbourne – all yes.

Sherbourne moved, and Fraizer seconded to suspend the reading of ordinance 2006 “supplemental appropriations”. Roll Call: Sherbourne, Fraizer, Clapper, Hines, Phillips, Shaffer – all yes. Phillips moved, and Shaffer seconded to pass ordinance 2006. Roll Call: Phillips, Shaffer, Clapper, Fraizer, Hines, Sherbourne – all yes.

**GOOD OF THE ORDER**

Fiscal Officer Davis announced that all was invited to the employee Christmas party on December 5<sup>th</sup>.  
Hines said the academy graduation was well-attended.

Hines moved to adjourn at 7:25 pm.

Approved:

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Cathy Davis, Fiscal Officer

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Donna J. Carver, Mayor