

Richwood Village Council Regular Meeting – Agenda 03/09/2026

1. Pledge of Allegiance

2. Call to Order

3. Roll Call

Reddy Brown Y Pat Morse Y Von Beal Y Donald Ridgeway Y Brad Plotner Y Laurie Eliot-Shea Y

5. Meeting Minutes from regular meeting on 2/23/2026

Motion to approve Minutes:

Motion VB Second BP Vote: RB Y PM Y VB Y DR Y BP Y LES Y

7. Warrants and electronic payments dated 03/09/2026

Motion to approve Warrants

Motion VB Second PM Vote: RB Y PM Y VB Y DR Y BP AB LES Y

8. Introduction of Visitors

- Andrea Weaver - levy

9. Legislation:

1st 2nd 6-0  
Table - RB LES

**Ordinance 26-02092026** amending section 733.04 of the codified ordinances of the Village of Richwood regarding license application and requirements for peddlers and solicitors. Third/final reading

Motion RB Second PM RB     PM     VB     DR     BP     LES    

**Ordinance 26-02232026** Providing for the permanent appropriations and annual budget of the Village of Richwood, State of Ohio, for the fiscal year ending, December 31, 2026,

Motion RB Second BP RB Y PM Y VB Y DR Y BP Y LES Y (second reading)

**Resolution 26-03092026** authorizing the Village administration to collaborate with the Cyber Range Institute for the purpose of developing a cybersecurity policy and cybersecurity best practices for the Village of Richwood, and declaring an emergency.

Motion VB Second RB RB Y PM Y VB Y DR Y BP Y LES Y

10. Mayor

11. Administration Report

- Street/Utility
- Police
- Finance
- Zoning

12. Old Business:

13. New Business:

14. Adjourn

Motion PM Second RB

Vote: RB Y PM Y VB Y DR Y BP Y LES Y Time: 8:21 pm

Next Council meeting March 23rd at 7pm

**February 23, 2026**  
**RICHWOOD VILLAGE COUNCIL**

Following the Pledge of Allegiance, the regular meeting of Richwood Village Council was called to order by Mayor, Scott Jerew on February 23, 2026 at 7:00 pm.

Mayor, Scott Jerew called for attendance. Council members present were Von Beal, Donald Ridgeway, Brad Plotner, Laurie Eliot-Shea and Reddy Brown. Village Administrator Monte Asher (Eric Kincaid), Police Chief Jim Hill, and Fiscal Officer Sarah Sellers, Solicitor Julie Spain (virtual) and Zoning Officer Jason Brown. Council member Pat Morse was absent.

Laurie Eliot-Shea moved and Reddy Brown seconded the motion to approve meeting minutes for the regular meeting on 2/09/2026. Motion passed unanimously.

Von Beal moved and Reddy Brown seconded a motion to approve the warrants and electronic payments. Motion passed unanimously.

**Visitors:**

- Justin North of the Christmas Committee, requested the dates for lights to run from Saturday November 14<sup>th</sup> until January 7<sup>th</sup>. Council approved request for 2026.

**Mayor, Scott Jerew** made a motion and Brad Plotner seconded the motion to appoint Eric Kincaid as Village Administrator beginning April 1, 2026 to replace Monte Asher. Motion passed unanimously.

**Legislation:**

- Von Beal moved and Reddy Brown seconded the motion to enter into executive session to discuss employee compensation at 7:06 pm. Motion passed unanimously.
- Von Beal moved and Brad Plotner seconded the motion to return to regular session at 7:26 pm. Motion passed unanimously.
- Reddy Brown moved and Donald Ridgeway seconded the motion for **Ordinance 26-02092026** amending section 733.04 of the codified ordinances of the Village of Richwood regarding license application and requirements for peddlers and solicitors. Motion approved unanimously.
- Von Beal moved and Reddy Brown seconded the motion to approve **Ordinance 26-02232026** Providing for the permanent appropriations and annual budget of the Village of Richwood, State of Ohio, for fiscal year ending December 31, 2026. Motion approved unanimously.
- Brad Plotner moved and Donald Ridgeway seconded the motion to designate village Fiscal Officer, Sarah Sellers, to receive Sunshine Law Training on behalf of certain elected village officials. Motion passed unanimously.
- Von Beal moved and Reddy Brown seconded the motion to raise Eric Kincaid pay by \$18,000 as Water/Waste water Operator and Village Administrator. Also increase Village Supervision, Nick McDonald to \$30.50 / hour, increase of \$2.69. Increase Billing Clerk / Fiscal Officer Sarah Sellers by \$6,000 annually. Police Department changes are: \$27.00, \$29.00 at 1 year, and \$31.83 at 2 years. Also, change language for part time to officers with at least on year of prior law enforcement experience to receive 1 year part time wage. Currently at \$22.66 start and \$24.72 after 1 year. Need

to make vacation for all village employees 40 hours after 6 months, 80 hours after 12 months, 120 hours after 5 years and 160 hours after 15 years.

**Mayor's report:**

- Cornhole boards are being worked on. Might need a rock moved at the beach.

**Street / Utility report:** Administrator, Monte Asher - report attached

**Police report:** Police Chief, Jim Hill – report attached

**Finance report:** Fiscal Officer, Sarah Sellers - report attached

**Zoning report:** Zoning Officer, Jason Brown – report attached

**Old Business:**

- Baseball clean-up day is 4/18

**New Business:**

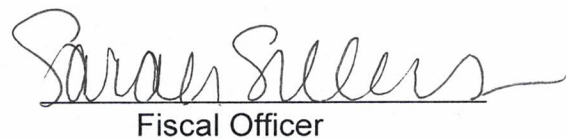
- Laurie Eliot-Shea requested speed bumps or rumble strips to be placed between parking lot on Lynn St and the splash pad for children's safety. Mayor Jerew will look into it. Monte Asher stated the cost of cross walk lights are around \$3200.00 when he quoted them.
- Brad Plotner asked when the Harley rake will be used in the alleys again. Beal mentioned alley across the basketball courts and Blaine. Will add gravel to it and be raking alleys as soon as ground thaws.
- Council approved Reddy Brown's request for 5<sup>th</sup> graders to plant trees at the park on April 27<sup>th</sup>.

Von Beal moved and Donald Ridgeway seconded a motion to adjourn. The motion passed unanimously at 8:03 pm.

Next council meeting is March 9th at 7:00 pm



Mayor



Fiscal Officer

**Payment Listing**

March 2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
143-2026	03/02/2026	03/02/2026	EW	TREASURER STATE OF OHIO	\$1,349.18	O
144-2026	03/02/2026	03/02/2026	EW	SCHOOL DISTRICT INCOME TAX	\$462.65	O
150-2026	03/02/2026	03/04/2026	CH	COMPANION LIFE	\$10.40	O
151-2026	03/02/2026	03/04/2026	CH	EDGE TECHNOLOGY	\$750.00	O
152-2026	03/03/2026	03/04/2026	CH	Medical Mutual of Ohio	\$10,008.80	O
28080	03/09/2026	03/05/2026	AW	KEVIN L BLANKENSHIP	\$95.00	O
28081	03/09/2026	03/05/2026	AW	G & H LOCK	\$278.00	O
28082	03/09/2026	03/05/2026	AW	JULIE SPAIN LAW	\$2,471.35	O
28083	03/09/2026	03/05/2026	AW	PICKENS UNDERGROUND UTILITY SERVIC	\$2,200.00	O
Purpose:		BORING ACROSS ROAD				
28084	03/09/2026	03/05/2026	AW	BUCKEYE PUMPS, INC.	\$12,891.00	O
Purpose:		OTC INDUSTRIAL TECH - REPAIR PUMP				
28085	03/09/2026	03/05/2026	AW	MASI Environmental Services	\$476.20	O
28086	03/09/2026	03/05/2026	AW	CERTIFIED LABS & SERVICE, INC.	\$14,860.60	O
Purpose:		NEW SEWER PUMPS				
28087	03/09/2026	03/05/2026	AW	Shinn Bros Inc	\$170,000.00	O
Purpose:		DEMO WORK-OLD WATER PLANT- FROM CAP PROJECT				
28088	03/09/2026	03/05/2026	AW	LAW ENFORCEMENT SYSTEMS, INC.	\$90.00	O
28089	03/09/2026	03/05/2026	AW	Richwood Tire Center	\$213.62	O
Purpose:		R-18 MAINTENANCE RPD				
28090	03/09/2026	03/05/2026	AW	AUNALYTICS, INC	\$15.00	O
28091	03/09/2026	03/05/2026	AW	RICHWOOD AUTO AND TRUCK, LLC	\$19.99	O
28092	03/09/2026	03/05/2026	AW	Brown Supply Co.	\$174.44	O
28093	03/09/2026	03/05/2026	AW	AXON	\$87.80	O
28094	03/09/2026	03/05/2026	AW	Marysville Journal Tribune	\$178.50	O
28095	03/09/2026	03/05/2026	AW	UNITED HEALTH CARE	\$2,811.11	O
28096	03/09/2026	03/05/2026	AW	CORE & MAIN LP	\$5,280.17	O
28097	03/09/2026	03/09/2026	AW	PLOTNER HARDWARE	\$76.87	O
28098	03/09/2026	03/09/2026	AW	HERITAGE COOPERATIVE	\$1,033.47	O
28099	03/09/2026	03/09/2026	AW	VERIZON WIRELESS	\$200.57	O
Total Payments:					\$226,034.72	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$226,034.72	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

## Village Services

- 1) Regular maintenance – change trash, repair alleys, fix pot holes, lift stations, mowing, collecting lawn bags and chipping (seasonal), OUPS, clean catch basins, replacing water meters as needed. Working on pot holes and alleys.
- 2) Electric outlets with camera box along with 30 amp hookup will be installed at the splash pad sometime later. **Waiting on better weather**
- 3) **Repaired a couple of alleys now that they are thawed. Waiting to repair others when it dries out some.**
- 4) **Working on Sanitary Survey Repairs and fixes to the system.**
- 5) **Shane Dean started today for the open Water Maintenance Position.**
- 6) **HSX continues dumping dirt at the water plant, to get rid of some dirt from the Magnetic Springs Sewer Project. Next dump site would be at the water tower, for a sledding hill.**
- 7) **The Boring and Tap is now complete for the Northwood Park Project.**
- 8) **Locating water service lines for Phase 4 Franklin St. Project.**
- 9) **Waiting on New Overhead doors for Old Water Plant.**
- 10) **Removed 3 Poles in the water at the beach swim area for the buoys.**
- 11) **Installed new Richwood Corp sign at W. Ottawa St.**
- 12) **Removed broken up Richwood flower bed box at W. Ottawa.**
- 13) **Installed Refurbished Pump into Gill St. lift station.**
- 14) **Boys baseball called to get their water turned back on. Toilets controls were busted from the winter. The room was not heated as was advised to do...**
- 15) **Met with ODOT District 6 to go over future SR37 and SR47 projects.**
- 16) **Collecting quotes to cut down trees on SR47 West to remove poles for the future (2027) resurfacing/widening project.**

## **Richwood Police Department/Council Report 03/09/2026**

- **Off. Brandenburg and Off. Fishbaugh attended Crisis Intervention Training in Marysville.**
- **Pat's Print Shop donated 500 youth PD stickers.**
- **Off. Geer, Off. Crees and Off. Araica have completed BAC Datamaster Training.**
- **Off. Beckley is attending Interview & Interrogation training this week in Columbus.**

Village of Richwood  
Finance Report: 3/09/2026

- Payroll: biweekly 03/13; biweekly and monthly 03/27
- All withholdings, Taxes - Federal, School and State. Retirement - OPERS and OP&F are paid and current, bank reconciliations
- Working on submitting updates for Ordinances to Walter Drane – Sent and also put this on hold for more updates.
- working on final budget for 2026 – Completed; after 3 readings, will submit to county. Any changes after submission will then need to be an amended budget.

**Amendments will be made on 3<sup>rd</sup> reading if needed to include final for trees to be removed once the quotes are in and changes to payroll.**

**REPORTS:**

- **February bank reconciliation**
- Budget information emailed; please see me for hard copy

Out of Office:

- Local Government Training – March 18<sup>th</sup> – 20<sup>th</sup>
- Vacation: June 4<sup>th</sup> – 8<sup>th</sup> (will miss council meeting)  
June 17- 24<sup>th</sup> (will miss council meeting)

**Star Ohio:** February interest: \$7,376.20; YTD interest: \$15,601.87 Rate: 3.80%

**Bulk Water:** YTD revenue: \$170.00