

Richwood Village Council Regular Meeting – Agenda 12/22/2025

1. Pledge of Allegiance

2. Call to order and Roll Call

Reddy Brown Y Pat Morse Y Von Beal Y Donald Ridgeway Y Jackie Hamilton Y Brad Plotner Y

3. Meeting Minutes from regular meeting on 12/08/2025

Motion to approve Minutes:

Motion PM Second DR Vote: RB Y PM Y VB Y DR Y JH Y BP Abstain

4. Warrants and electronic payments

Motion to approve Warrants

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

5. Introduction of Visitors

6. Legislation:

Resolution 25-12092025 to amend section 951.02 Park Rules of the Village of Richwood to change camping fees and rules (third final reading)

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

Resolution 25-12102025 adding various fees to Village Fee Schedule (third/final reading)

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

Resolution 25-12222025 establishing the regular meeting dates of the council of the Village of Richwood for the calendar year 2026. (Only reading) change to Dec 21st

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

Resolution 25-12232025 adding various fees to Village Fee Schedule. (First reading)

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

7. Mayor

8. Administration Report

- Street/Utility
- Police
- Finance
- Zoning

9. Old Business:

10. New Business:

11. Adjourn

Motion PM Second DR

Vote: RB _____ PM _____ VB _____ DR _____ JH _____ BP _____ Time: 7:53

Next Council meeting January, 12th at 7pm

December 8, 2025
RICHWOOD VILLAGE COUNCIL

Following the Pledge of Allegiance, the regular meeting of Richwood Village Council was called to order by Council President, Reddy Brown on December 8, 2025 at 7:00 pm.

Council President, Reddy Brown called for attendance. Council members present were Jackie Hamilton, Von Beal, Donald Ridgeway, Pat Morse, and Reddy Brown. Zoning Officer Jason Brown, Village Administrator Monte Asher, Police Chief Jim Hill, Solicitor Julie Spain (virtual) and Fiscal Officer Sarah Sellers. Mayor Jerew, and council member Brad Plotner, absent.

Pat Morse moved and Donnie Ridgeway seconded the motion to approve meeting minutes for the regular meeting on 11/24/2025. Motion passed with Jackie Hamilton abstaining.

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

Visitors:

- **Shauna Chapman – Richwood Farmers Market 2025 update given**

Legislation:

- Von Beal moved and Pat Morse seconded the motion to approve Ordinance 25-11102025 to approve and adopt the Union County Comprehensive Plan 2025 update, motion passed unanimously, third and final reading.
- Von Beal moved and Pat Morse seconded them motion for Resolution 25-12092025 adopting the temporary appropriations and temporary budget for the Village of Richwood, Ohio for the fiscal year beginning January 1, 2026. Motion passed unanimously.
- Von Beal moved and Pat Morse seconded the motion to amend section 951.02 Park Rules of the Village of Richwood to change camping fees and rules. Motions passed unanimously, second reading.
- Von Beal moved and Donnie Ridgeway seconded the motion to approve Resolution 25-12102025 adding various fees to the Village fee Schedule. Motion passed unanimously.

Mayor's report:

- **Parade was good**
- **Santa is in town**

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 – no report attached

- Moran project moving forward

- Working on service rates
- Working on updating zoning ordinances

Old Business:

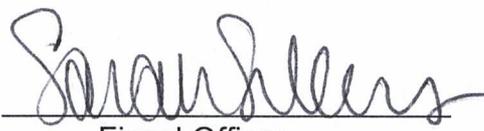
- Beal – remove snow piles; Asher reported skid steer is getting new tires
- Brown – reported Northwoods project passed preliminary with roads, curbs and undergrounds. Monte reported he met with Moran on tap fee prices of \$7,000.00 per house under new legislation.
- Opera House is still working on lease.

New Business:

Von Beal moved and Pat Morse seconded a motion to adjourn. The motion passed unanimously at 7:29 pm.

Next council meeting is December 8th at 7:00 pm

Mayor



Fiscal Officer

Payment Listing

December 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
859-2025	12/05/2025	12/22/2025	CH	REPUBLIC SERVICES	\$238.53	O
860-2025	12/22/2025	12/22/2025	CH	CHARTER COMMUNICATIONS	\$209.94	O
861-2025	12/08/2025	12/22/2025	CH	EDGE TECHNOLOGY	\$3,739.94	O
Purpose:		3 INVOICES - RPD \$696.00 WATER PLANT COMPUTER/SHOP - 2939.95				
27999	12/22/2025	12/22/2025	AW	RONA PENIX	\$300.00	O
28000	12/22/2025	12/22/2025	AW	Roy Tailor Uniform	\$961.96	O
28001	12/22/2025	12/22/2025	AW	AUNALYTICS, INC	\$15.00	O
28002	12/22/2025	12/22/2025	AW	ACCESS ENGINEERING	\$27,500.00	O
Purpose:		ENGINEERING SERVICES / WATER PLANT				
28003	12/22/2025	12/22/2025	AW	THOMPSON ASSOCIATES	\$425.00	O
Purpose:		LAW ENFORCEMENT EVALUATION				
28004	12/22/2025	12/22/2025	AW	Brown Supply Co.	\$617.14	O
28005	12/22/2025	12/22/2025	AW	ACRISURE GREAT LAKES PARTNERS INSL	\$100.00	O
Purpose:		FISCAL OFFICER BOND RENEWAL				
28006	12/22/2025	12/22/2025	AW	American Legal Publishing Corp.	\$465.00	O
Purpose:		ANNUAL WEB HOSTING FEE - ORDINANACES				
28007	12/22/2025	12/22/2025	AW	BONDED CHEMICALS INC	\$1,628.50	O
28008	12/22/2025	12/22/2025	AW	MASI Environmental Services	\$659.57	O
28009	12/22/2025	12/22/2025	AW	SHAUNA CHAPMAN	\$2,500.00	O
Purpose:		FARMERS MARKET - MANAGER ANNUAL DUES				
Total Payments:					\$39,360.58	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$39,360.58	

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.

2026 Council meeting schedule.

January 12th

January 26th

February 9th

February 23rd

March 9th

March 23rd

April 13th

April 27th

May 11th

May 26th Due to Memorial Day

June 8th

June 22nd

July 13th

July 27th

August 10th

August 24th

September 14th

September 28th

October 13th Due to Columbus Day

October 26th

November 9th

November 23rd

December 14th

~~December 28th~~ Dec 21st

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) Window are on order waiting to come in. **came in waiting on good weather**
- 3) Electric outlets with camera box along with 30 amp hookup will be installed at the splash pad sometime later. **Waiting on better weather**
- 4) **Plowing and salting**
- 5) **Pc's installed at water plant and shop. Installing a wifi booster.**
- 6) **Windows replaced tenting will be next week weather permitting.**
- 7) **Preconstruction meeting for Magnetic spring's sewer project. Attended by Eric and I**

- 8) no project report attached

Village of Richwood
Finance Report: 12/22/2025

- Payroll: biweekly 12/05; biweekly and monthly 12/19
- All withholdings, Taxes - Federal, School and State. Retirement - OPERS and OP&F are paid and current, bank reconciliations
- Received notice from Ohio Department of Development and working with external auditor to determine if we need to have a single audit prepared due to the amount of funds we received in federal grants for Water/Wastewater Infrastructure Grant in 2024. If we do, there will be audit fees. I will keep everyone updated.
- 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**
- **year-end work**

REPORTS:

- **November bank reconciliation**

Reminder: Lunch at village 12/24 @ 12:00 pm (potluck)

Star Ohio: November interest: \$8,505.33 YTD interest: \$94,998.60 Rate: 4.14%

Bulk Water: YTD revenue: \$7,411.00

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Village of Richwood

153 N. Franklin Street

Richwood, OH 43344

740-943-3315



Case Activity Report

Date from: 12-8-25 To: 12-22-25

1)	Pending Cases	<u>2</u>
2)	Active Cases	<u> </u>
3)	Completed Cases	<u>2</u>
4)	Cases on Hold	<u> </u>
5)	Zoning Applications	<u>2</u>
6)	Zoning Permits	<u>1</u>
6)	Demolition Application	<u> </u>
7)	Demolition Permits	<u> </u>
8)	Tree Permit Application	<u> </u>
9)	Tree Permit	<u> </u>
10)	Zoning Complaints	<u>0 4</u>
11)	Record of Complaint	<u> </u>
12)	Cases Referred to Solicitor	<u> </u>
13)	Inspections	<u> </u>
14)	Letters Sent	<u> </u>
15)	Certified Letters Sent	<u> </u>
16)	Clean up Due	<u> </u>
17)	Clean up Completed	<u> </u>
18)	Clean up Billed	<u> </u>
19)	Unlicensed Vehicles Removed	<u> </u>

Marion Bump Zoning Enforcement Officer