

# Richwood Village Council Regular Meeting – Agenda 10/14/2025

## 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 09/22/2025

Motion to approve Minutes:

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

## 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 A

## 5. Introduction of Visitors

## 6. Legislation:

### • Resolution 25-1014/2025 Adopting A Cybersecurity Policy

Motion RB Second PM Vote: 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 RB

Vote: RB Y PM Y VB Y DR Y JH Y BP Y Time: 7:25pm

Next Council meeting Monday, October 27th at 7pm

**September 22, 2025**  
**RICHWOOD VILLAGE COUNCIL**

Following the Pledge of Allegiance, the regular meeting of Richwood Village Council was called to order by Mayor Scott Jerew on September 22, 2025 at 7:00 pm.

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

Pat Morse moved and Donald Ridgeway seconded the motion to approve meeting minutes for the regular meeting on 09/08/2025. Motion passed unanimously.

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

**Visitors:**

- **Sherriff Justice** gave an update for the Sherriff's office. New K-9 for drug and tracking, PR and trauma is a German shorthaired pointer. 3 firearms classes for women are all full with 2 more in the spring. November 8<sup>th</sup> is youth turkey shoot. Talking to trap shooting teams at North Union and Fairbanks to have this be a fundraiser for them in the future. This Friday, Bill of Right/Government/Law Enforcement class for homeschool children will be in the auditorium in Marysville. Sherriff's office needs donation of any Legos for kids' library event. Can be dropped off here or at Sherriff's office. They have 2 open positions, one due to new K-9 and one due to Marysville paying 50% salary for SRO in Raymond school.
- **Cody Adams** - of 19 N Franklin addressed council on the bench issue in front of his business. Stated the bench was damaged from village workers trying to remove it. Stated he is not aware of the issue between the neighboring business complaining of bench being moved in front of their business. Mayor stated the bench was asked to be moved by him to solve the problem between the two businesses. Pictures will be sent to mayor regarding the damages made.

**Legislation:**

**Mayor's report:**

- Kayak rental report as of 9/9 there were 107 kayak rentals
- Cornhole boards will be redone at the end of the month, concrete and fixed measurements
- Haunted Trail is October 25<sup>th</sup> – Monte and Von will be cooking hotdogs, will have charcoal grill available as well
- Marion Bump resigned – Thank him for all of his hard work and years at the Village. New zoning officer is Jason Brown; welcomed tonight

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

- Morse – Waiting until spring to repair park drinking fountains

- Ridgeway – tree at Pearl and Ottawa needs trimmed – resident notified
- Ridgeway – Blaine Ave needs pot holes filled
- Plotner – metal cleanout lid needs ordered for driveway on property
- Morse – storm drain repair – Asher stated Eric reached out to someone that also pumps out lift stations, getting estimates

**Police report:** Police Chief, Jim Hill – no report attached

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

**Zoning report:** Zoning Officer - no Report attached

**Old Business:**

- Plotner reported that ODOT is ok with locations of the new signs. Spain requested all paperwork is needed to move signs within corporation limits; easements for all properties and liability waivers signed.

**New Business:**

- Electric bikes on sidewalks – Jim Hill to look into other villages to have something created specific; no issues or complaints yet.
- Plotner mentioned camper at the Village parking lot; regulate overnight parking

Pat Morse moved and Donald Ridgeway seconded a motion to adjourn. The motion passed unanimously at 7:41 pm.

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



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Fiscal Officer



**Payment Listing**

UAN v2025.2

October 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
27909	10/14/2025	10/14/2025	AW	CLEMANS NELSON	\$250.00	O
27910	10/14/2025	10/14/2025	AW	KEVIN L BLANKENSHIP	\$95.00	O
27911	10/14/2025	10/14/2025	AW	JULIE SPAIN LAW	\$1,257.10	O
27912	10/14/2025	10/14/2025	AW	AUNALYTICS, INC	\$15.00	O
27913	10/14/2025	10/14/2025	AW	PLOTNER HARDWARE	\$310.18	O
27914	10/14/2025	10/14/2025	AW	MASI Environmental Services	\$2,139.41	O
27915	10/14/2025	10/14/2025	AW	VERIZON WIRELESS	\$200.75	O
27916	10/14/2025	10/14/2025	AW	HERITAGE COOPERATIVE	\$1,129.84	O
27917	10/14/2025	10/14/2025	AW	PICKENS UNDERGROUND UTILITY SERVIC	\$187.50	O
27918	10/14/2025	10/14/2025	AW	RICHWOOD AUTO AND TRUCK, LLC	\$33.98	O
27919	10/14/2025	10/14/2025	AW	AG-PRO	\$404.49	O
27920	10/14/2025	10/14/2025	AW	Pat's Print Shop	\$125.00	O
27921	10/14/2025	10/14/2025	AW	BRIAN L SHOOK ELECTRIC	\$4,000.00	O
Purpose: INSTALL LED TRAFFIC LIGHTS						
27922	10/14/2025	10/14/2025	AW	Union County Engineer	\$12,590.04	O
Purpose: ROAD WORK SUPPLIES - JULY						
27923	10/14/2025	10/14/2025	AW	KALE MARKETING, INC.	\$554.67	O
27924	10/14/2025	10/14/2025	AW	HAMILTON'S GARAGE	\$100.00	O
27925	10/14/2025	10/14/2025	AW	MEMORIAL - OCCUPATIONAL HEALTH	\$118.00	O
Purpose: EMPLOYEE DRUG SCREEN						
27926	10/14/2025	10/14/2025	AW	CERTIFIED LABS & SERVICE, INC.	\$50.70	O
27927	10/14/2025	10/14/2025	AW	JASON BROWN	\$37.50	O
Purpose: REIMBURSEMENT FOR BACKGROUND CHECK						
Total Payments:					\$23,599.16	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$23,599.16	

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) Traffic lights was struck by lightning controls was damaged Claim was filed with PEP. Control box will be moved tomorrow. **Done waiting on LED Traffic Light**
- 3) **Posting our open street worker position in house for 4 days. James Waddel was hired from in-house Start date October 20<sup>th</sup>**
- 4) **Installed new roof vent on police trailer**
- 5) **Took excavator to well site for Moody's**
- 6) **Shut down and winterized Splash pad**
- 7) **Replaced winch on water service truck**
- 8) **Ordered cap for Plotner's sidewalk.**
- 9) **See updated project report attached**

**Village of Richwood**

**Planned Projects for 2025**

**Date 10/14/2025**

- 1) Sewer Plant Up Grade - Bidding late 2025
- 2) North Franklin Street Phase #4 **Waiting funding**



JAMES HILL  
Chief of Police

# **RICHWOOD POLICE DEPARTMENT**

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153 North Franklin Street

Richwood, Ohio 43344

Office: (740) 943-2422 / (740) 943-5212

Fax: (740) 943-2145

<https://www.richwoodohio.org/public-safety>

## **Richwood Police Department Council Report 10/14/2025**

- Department completed annual firearm qualifications at the Union County Training Facility
- Drug Take Back is on 10/25/2025 10A-2P
- Department provided traffic control for the homecoming parade
- Interviewing part time candidate this week
- Walk to school day on 10/14/2025 went well

*"The Richwood Police Department is dedicated to the protection and security of all citizens, and in partnership with the community, to provide quality public safety services while affording dignity and respect to every individual."*

Village of Richwood  
Finance Report: 10/14/2025

- Payroll: biweekly 10/10; biweekly and monthly 10/24
- 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 budget for 2026 – waiting on insurance quotes**
  - **Will have meetings with departments**
- **meeting for Go-Daddy website rebuild on Friday October 17th**

**REPORTS:**

- **September Bank Reconciliation Reports**

**Star Ohio:** September interest: \$8,987.16 YTD interest: \$77,408.50 Rate: 4.40%



Village of Richwood  
153 N. Franklin Street

Richwood, OH 43344

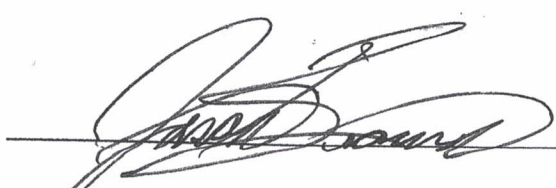
740-943-3315



## Case Activity Report

Date from: Sep 26 2025 To: Oct 14 2025

1)	Pending Cases	<u>3</u>
2)	Active Cases	<u>          </u>
3)	Completed Cases	<u>          </u>
4)	Cases on Hold	<u>          </u>
5)	Zoning Applications	<u>          </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>2</u>
11)	Record of Complaint	<u>          </u>
12)	Cases Referred to Solicitor	<u>          </u>
13)	Inspections	<u>          </u>
14)	Letters Sent	<u>4</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