



## COUNCIL AGENDA

**Tuesday, January 20, 2026 – 7:00 pm**  
**Waynesville Municipal Building, 1400 Lytle Road**

- I. Pledge of Allegiance
- II. Roll Call
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of Minutes of Previous Meetings  
Council, January 5, 2026 at 7:00 p.m.
- V. Public Recognition/Visitor's Comments (A five-minute per person time limit will be allowed for each speaker unless more time is requested and approved by a majority of the council)
- VI. Old Business
- VII. Reports
  - Standing Council Committees
    - a) Finance Committee
    - b) Public Works Committee
    - c) Special Committees
  - Village Manager's Report
  - Police Report
  - Finance Director's Report
  - Law Directors Report
- VIII. New Business:

**Legislation:**

**Reading of Ordinances and Resolutions:**

## **First Reading of Ordinances and Resolutions:**

### **ORDINANCE NO. 2026-001**

AUTHORIZING ADDITIONAL BONUS COMPENSATION FOR  
ASHLEY RICHARDSON AND JAMIE MORLEY AND DECLARING AN EMERGENCY

## **Second Reading of Ordinances and Resolutions:**

None

## **Tabled:**

None

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**February 2<sup>nd</sup>, 2026, at 7:00 pm**

*Upcoming Meetings and Events:*

MOMS Committee Meeting, January 20<sup>th</sup>, 2026 @ 5:00 p.m.

Finance Meeting, January 20<sup>th</sup>, 2026 @ 6:00 p.m.

Public Works Committee, February 2, 2026 @ 6:00 p.m.

# Village of Waynesville Council Meeting Minutes January 5, 2026 at 7:00 pm

**DRAFT**

Present: Mr. Chris Colvin  
Mr. Zack Gallagher  
Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mrs. Connie Miller  
Mr. David Nation  
Mr. Adam Powell

Village Staff Present: Jeffery Forbes, Law Director; Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Finance Director and Clerk of Council

**CLERK'S NOTE-** *This is a summary of the Village Council Meeting held on Monday, January 5, 2026.*

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Mayor Isaacs called the meeting to order at 7:00 p.m.

Mr. Forbes swore in the new Council Members, Mr. Colvin, Mr. Lauffer, Mr. Nation, and Mr. Powell

Roll Call – 7 present

## **Mayor Acknowledgements**

Mayor Isaacs wished everyone a Happy New Year. He said he was looking forward to another great year serving the Village residents.

## **Disposition of Previous Minutes**

Mrs. Miller made a motion to approve the minutes for the Council meeting on December 15, 2025, as written, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

Roll Call – 7 yeas

Mrs. Miller made a motion to approve the minutes for the Special Council meeting on December 18, 2025, as written, and Mr. Lauffer seconded the motion.

Motion – Miller  
Second – Lauffer

Roll Call – 7 yeas

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## **Public Recognition/Visitors Comments**

None

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## **Old Business**

None

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## **Reports**

### **Finance**

The Finance Committee will meet on January 20th at 6:00 p.m. in the small conference room at the Government Center. The public is welcome to attend.

### **Public Works Report**

The Public Works Committee will meet on February 2nd at 6:00 p.m. The public is encouraged to attend to learn more about ongoing and future infrastructure projects.

### **Special Committee Reports**

The MOMS Committee will meet on January 20th at 5:00 p.m. to discuss the Main Street project and coordinate with the Chamber and Merchants' Association.

### **Village Manager Report**

- The pump for Well 10 has been installed, and the samples came back with a very good rate of over 300 gallons per minute. The next step to getting the Well operational is to run the line under the Mill Race to blend with the other wells.
- The temporary parking signs outside the Post Office have been installed. Chief Copeland has already received positive feedback from residents.
- The Water Department has replaced and cleaned all the lines and valves in the chlorine room.
- The Village received a refund of \$697.60 from the OPWC Corwin project in Wayne Township.
- Photographs have been provided to honor Mr. Blankenship's nine years of service.

- SmithCorp has started bringing equipment for the OPWC Fourth St project.
- The Village has been approved for the OPWC project for Fifth and Sixth Street.

### **Police Report**

- The Code Enforcement Report has been provided for review. December Calls for service and Mayor's Court Month-end will be provided at the next meeting.

Mr. Lauffer asked if Well 10 is the well off Bowman Park. Chief Copeland replied that it is. The well isn't on line yet, but will be once the line is bored under the Mill Race. He said this will put the Village in a good position for any type of growth.

Mrs. Miller asked whether there are plans to paint parking lines in front of the Post Office. Chief Copeland said that it is not a good time to paint due to the weather, but it will be done when it warms up.

Mrs. Miller noted that the Code Enforcement Report contains several violations that have not been updated since August and September, and inquired about their status. Chief Copeland responded that he would speak with Officer Denlinger and update the report to be more user-friendly, as well as to follow up on these violations. Mr. Colvin asked Chief Copeland to describe the code enforcement process. Chief Copeland explained that the Code Enforcer will contact residents through a letter and follow-up communication. Depending on the offense, a time limit will be set to allow residents to address the issue. For example, a resident with high grass will need to address it immediately, while an offense like needing to repair or replace a roof will require more time to get quotes and schedule repairs. Chief Copeland stated that if the resident does not take any action within this time frame, a citation will be issued. He added that the time limits are discretionary, and residents must show some action to receive leniency. Mr. Colvin asked whether the letter provided for this report is new and if there are any privacy concerns. Chief Copeland said that the letters included in the report are examples of what residents receive. He also noted that since it is all public record, there are no privacy concerns. Mr. Lauffer asked whether the Village should hire a full-time code enforcer. Chief Copeland said that there isn't enough work for a full-time position, which could be about 6-8 hours a week. Mr. Forbes mentioned that several steps on the business side need to be addressed before hiring someone, such as adding the position to the rates and ranges, and establishing the position.

### **Financial Director Report**

- The Rules of Council have been distributed for review.
- Ms. Morley stated that there is usually a seminar for newly elected officials. Once she gets notice of this, she will relay the information to Council.

## **Law Report**

- Mr. Forbes stated that the State Legislature has adopted four new property tax bills and is currently in the 90-day waiting period. His office is reviewing the new bills and will pass on information about their impact to the Village.
- Mr. Forbes explained that the Rules of Council will need to be reviewed, and if anyone has any updates or changes, those will need to be adopted by ordinance by Council. If Council does not see any need for changes, then no action is needed.

Mr. Colvin asked Mr. Forbes to address social media use by public officials for the newer Council members. Mr. Forbes stated that he recommends the Council not engage in social media regarding Village business. If a Council member wishes to engage on social media, he suggests creating a separate account solely for public office use. This is because once a Council member comments in their capacity as a public official, it becomes a public record. Mr. Forbes also reminded Council members that they are one of seven and cannot make comments on behalf of the entire body. He advised that if a Council member has a question, they should contact him directly, which could save the Village time and resources in the long run. Mr. Forbes emphasized that emails are subject to public record laws and are public records. He asked that when receiving emails from staff, Council members reply directly to the sender rather than using 'reply all,' as doing so can be seen as conducting business and may violate open meeting laws. Under the Sunshine Law, all business must be conducted in a public setting. Mr. Lauffer added that three or four Council members cannot meet and discuss Village business; such discussions must occur in a public forum.

Mr. Nation inquired about the status of the legislation to eliminate property taxes altogether. Mr. Forbes responded that, as far as he knew, there were not enough signatures to place it on the spring ballot. He believes it will appear on the fall ballot, giving the public time to review the newly passed property tax reforms and determine whether they provide any property tax relief. Mr. Nation asked Mr. Forbes to keep the Council informed, as he would like to ensure the Village is prepared if property taxes are eliminated.

## **New Business**

Mayor Isaacs motioned to approve the committee assignments for Council members for 2026, and Mr. Lauffer seconded the motion.

Motion – Isaacs  
Second – Lauffer

### **Roll Call – 7 yeas**

There was a discussion about the committee assignments. Mr. Nation wanted to ensure he could still participate and attend MOMS Committee meetings. It was explained that he could attend as a resident but not as a Council representative.

Mayor Isaacs motioned to nominate Mr. Colvin as President Pro Tempore for 2026, and Mr. Gallagher seconded the motion.

Motion – Isaacs  
Second – Gallagher

**Roll Call – 7 yeas**

Mr. Forbes explained that the President Pro Tempore would chair the Council meeting when the Mayor is absent.

**Legislation**

**First Reading of Ordinances and Resolutions**

None

**Second Reading of Ordinances and Resolutions**

**Ordinance No. 2025-042**

An Ordinance Establishing On-Street Short-Term Parking Restrictions at the Waynesville Post Office

Mr. Gallagher motioned to adopt Ordinance 2025-042, and Mr. Colvin seconded the motion.

Motion – Gallagher  
Second – Colvin

**Roll Call – 7 yeas**

Mr. Powell asked whether this was to be enforced only during Post Office operating hours. Chief Copeland responded that it will be enforced at all times, as people are checking their PO Boxes even when the Post Office is closed.

**Tabled Ordinances and Resolutions**

None

**Executive Session**

Mayor Isaacs motioned to go into executive session at 7:53 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Lauffer seconded the motion.

Motion – Isaacs  
Second – Lauffer

**Roll Call – 7 yeas**

The executive session ended at 8:18 p.m. with seven Council members present.

Mr. Powell asked to be excused from the next Council meeting as he is unable to attend.

All were in favor of adjourning at 8:19 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Jamie Morley, Clerk of Council

# Council Report

January 20, 2026

Chief Copeland

## Manager

- I am providing a progress report for Well #10. JL Kuck has set the stakes for the installation of the water line extension, which is scheduled for installation and connection in the second or third week of January.



- Smith Corp has initiated the Fourth Street waterline replacement and street repaving project, which is funded by the Ohio Public Works Commission (OPWC). They have started phase one on Franklin Road and will continue moving south. I will keep the Council updated on the project's progress and will coordinate with residents regarding any parking issues.



- I would like to bring a concern to your attention regarding the Hammel House Restaurant and Hotel. Mr. Keith Alexander has been warned and subsequently cited for the condition of this establishment. The Hammel House is one of the most historic businesses in the Village. Instead of making the necessary repairs, Mr. Alexander has instructed his attorney to explore the possibility of demolishing part of the building.

I have attached a document outlining the demolition process he must follow. I strongly urge that we do not allow this to happen, as Mr. Alexander has a history of neglecting his properties. The Hammel House is one of the oldest hotels in the state and an important part of the Village's history. I request that the Council and the Historical Preservation Board look into ways to prevent this from occurring. I have also asked Mr. Forbes to inform Mr. Alexander's attorney that the Village Council does not support the demolition plan.

- On January 5<sup>th</sup>, four Council members were sworn in. Chris Colvin and Troy Lauffer were reappointed, as David Nation and Adam Powell were sworn in for their first term. We look forward to working with these members.



- I have shared the 2025 Well Withdrawal Report for your review. The report is organized by month and includes the total hours of operation for each well, the number of gallons pumped (in millions), and the percentage of usage for each pump. This indicates that all pumps are operating consistently with nearly equal run time. In total, our wells operated for 9,857.5 hours and pumped over 178 million gallons of water in 2025.

- I have included a letter for your review that I received after a risk assessment meeting with Greg Hennecke from Hylant Administrative Services, who provides our insurance coverage.
- The Water Department has replaced a malfunctioning fire hydrant at 1335 Rosebud Court. The installation is complete, and we will perform any necessary property restoration in the spring.



- The Maintenance Department has removed and stored the Christmas decorations from Main Street. We will need to research possibly replacing them for the 2026 season.



## Police

- The calls for service dispatched in December are now available for your review. Please feel free to contact me if you have any questions or concerns.
- Ashley has submitted the December Mayor's Court and Year-End report. Please reach out to her or me if you have any questions.
- The officers of the Waynesville Police Department completed a total of 292.5 hours of required Continuing Professional Training mandated by the Attorney General. In addition, they completed an extra 117 hours of training, bringing the overall training total to 409.5 hours for 2025. The documented training hours and courses were submitted to the State Attorney General's Office, which resulted in a payment of \$13,960.29. This amount has been allocated to the police department's operations budget.

## Demolition Considerations

Demolition has a permanent impact upon the character of a historic area, particularly if a historic building is the one being demolished. In the Waynesville historic district, several important buildings were removed in the years before the community began to see itself as a historic area. Since about 1980, very few demolitions of older buildings have occurred.

Ideally, no historic building in Waynesville will be suggested for demolition in the future. Generally, people recognize that the district's older buildings are extremely valuable to the community's heritage and should be preserved. However, when future demolitions are proposed within the historic district, it is the job of the Historic Preservation Board to carefully evaluate the proposal in making its determination. The Board has jurisdiction to approve or deny a request for demolition in the historic district.

### **The following steps will be taken when a demolition is proposed in the Waynesville Historic Preservation District:**

1. The Historic Preservation Board must first determine whether the subject property merits in-depth review. If demolition of a modern building without any historic or architectural merit is proposed, for example, then the Board may determine that demolition is appropriate without an in-depth review.
2. If the Board determines that proposed demolition of a property merits an in-depth review, then the following would be required.

### **The property owner must provide:**

- Complete photographic documentation of the building, inside and out, showing existing conditions;
- Written evaluation of the building's condition by an architect, structural engineer or other professional;
- Statement of needs outlining the reasons for the proposed demolition;
- Written evaluation of alternatives to demolition that have been considered and reasons why they are not feasible;
- Proposed plans for the building site; and
- Demonstration of financing and a written statement of intention to build.

**The Historic Preservation Board considers:**

- The significance of the building and its importance to both the character of the streetscape and the character of the historic district as a whole. Would the loss of this building compromise the appearance and value of the street or district?
- The building's condition. Examine photos and written evidence of the building's condition as provided by a qualified architect, structural engineer or other building professional. Have all possibilities for stabilization and rehabilitation been investigated?
- The reasons the owner wants to demolish the building. Has the owner investigated alternatives to demolition that would retain the building and make it more economically viable? If the building's condition is an issue, has the owner allowed the building to deteriorate, thereby creating his or her own hardship?
- The plans for the site. If demolition is a possibility, evaluate what is being planned for the site. Does it complement the character of the historic district or meet an identified community need (other than parking)? The proposed plans must be submitted for approval at the same time that the demolition is proposed. No historic building should be demolished for the creation of parking.

## 2025 Well Withdrawal

|            | Total Hours | Monthly MG | Well 6 Hours, MG, Flow %        | Well 7 Hours, MG, Flow %        | Well 8 Hours, MG, Flow %        |
|------------|-------------|------------|---------------------------------|---------------------------------|---------------------------------|
| January    | 787.4 H     | 14.037 MG  | 312.3 H<br>5.567 MG<br>39.66%   | 229.7 H<br>4.095 MG<br>29.17%   | 245.4 H<br>4.375 MG<br>31.17%   |
| February   | 702.6 H     | 12.536 MG  | 283.1 H<br>5.051 MG<br>40.29%   | 211.3 H<br>3.771 MG<br>30.08%   | 208.2 H<br>3.714 MG<br>29.63%   |
| March      | 758.2 H     | 13.667 MG  | 321.1 H<br>5.788 MG<br>42.35%   | 205.9 H<br>3.712 MG<br>27.16%   | 231.2 H<br>4.167 MG<br>30.49%   |
| April      | 747.8 H     | 14.207 MG  | 303.2 H<br>5.761 MG<br>40.55%   | 262.7 H<br>4.991 MG<br>35.13%   | 181.9 H<br>3.455 MG<br>24.32%   |
| May        | 893.9 H     | 15.769 MG  | 460.3 H<br>8.119 MG<br>51.49%   | 419.9 H<br>7.407 MG<br>46.97%   | 13.7 H<br>0.243 MG<br>1.54%     |
| June       | 911.8 H     | 15.703 MG  | 480.2 H<br>8.271 MG<br>52.67%   | 431.6 H<br>7.432 MG<br>47.33%   | 0 H<br>0 MG<br>0%               |
| July       | 904.4 H     | 15.788 MG  | 447.1 H<br>7.805 MG<br>49.44%   | 388.7 H<br>6.786 MG<br>42.98%   | 68.6 H<br>1.197 MG<br>7.58%     |
| August     | 899.4 H     | 16.764 MG  | 329.2 H<br>6.136 MG<br>36.60%   | 224.0 H<br>4.176 MG<br>24.91%   | 346.2 H<br>6.452 MG<br>38.49%   |
| September  | 909.5 H     | 16.407 MG  | 375.7 H<br>6.778 MG<br>41.31%   | 181.1 H<br>3.267 MG<br>19.91%   | 352.7 H<br>6.362 MG<br>38.78%   |
| October    | 826.3 H     | 15.508 MG  | 275 H<br>5.161 MG<br>33.28%     | 259.1 H<br>4.863 MG<br>31.36%   | 292.2 H<br>5.484 MG<br>35.36%   |
| November   | 721.4 H     | 13.158 MG  | 269.7 H<br>4.920 MG<br>37.39%   | 231.8 H<br>4.228 MG<br>32.13%   | 219.9 H<br>4.010 MG<br>30.48%   |
| December   | 794.8 H     | 14.673 MG  | 360.8 H<br>6.660 MG<br>45.39%   | 184.6 H<br>3.409 MG<br>23.23%   | 249.4 H<br>4.604 MG<br>31.38%   |
| 2025 Total | 9857.5 H    | 178.217 MG | 4217.7 H<br>76.017 MG<br>42.79% | 3230.4 H<br>58.137 MG<br>32.77% | 2409.4 H<br>44.063 MG<br>24.44% |



January 13, 2026

Chief Gary Copeland  
Village of Waynesville  
1400 Lytle Road  
Waynesville, OH 45068

Chief Copeland,

Thank you for taking the time to speak with me on 12/9/2025. The primary purpose of this review was to gain an understanding of the services provided to the community and to assist in the identification of any existing or potential liability, property and fleet exposures that might have been evident.

**Congratulations! As a result of this survey, there are no recommendations at this time.**

### **Ohio Plan University**

A new on demand training platform is now available to all Ohio Plan members. Employees and public officials are encouraged to take advantage of this free on-line training platform to enhance their knowledge of critical employment practices and safety requirements. Members are asked to complete courses on:

- *Sexual & Other Unlawful Harassment*
- *Public Employees Social Media & Communications – Rights and Risks*
- *How to Reduce Discrimination from Your Hiring Process*
- *Ensuring Fairness in Employee Discipline and Termination*
- *Cyber Security Best Practices for Public Entity Officials and Employees*
- *Hazard Communication General Awareness*
- *Hazard Assessment and PPE Selection*
- Introduction to the Ohio Open Meetings Act

### **Ohio Plan Advantage**

Completing the Ohio Plan University training demonstrates proactive risk management and could potentially earn you a credit on your next policy renewal. The Ohio Plan Advantage program was created to reward plan members who actively manage risk and demonstrate a culture of loss control. Visit the Ohio Plan website at [www.ohioplan.org](http://www.ohioplan.org) for more details on these exclusive programs.

If you have any questions regarding this information or any other liability issues, contact me at 513.267.5419 or by email: [greg.henencke@hylant.com](mailto:greg.henencke@hylant.com).

Sincerely,

*Greg Hennecke*

Greg Hennecke, CPSI  
Risk Management Representative  
Ohio Plan Risk Management  
Hylant Administrative Services

CC: Hylant Administrative Services

# CALLS FOR SERVICE

From Date: 12/01/2025 12:00:00am  
 To Date: 12/31/2025 11:59:59pm

| Type Description                   | Count      |
|------------------------------------|------------|
| 911 Hangup / Silent                | 6          |
| Alarm                              | 11         |
| Attempt to Locate                  | 1          |
| Business Check                     | 89         |
| Citizen Assist                     | 3          |
| Civil Process                      | 1          |
| Disorderly Conduct/Intox Subj.     | 1          |
| Domestic Violence                  | 3          |
| Escort                             | 5          |
| Extra Patrol                       | 353        |
| Fire Call                          | 4          |
| Follow Up Investigation            | 9          |
| Harassment/Stalking/Threats        | 2          |
| Hit Confirmation                   | 1          |
| Intoxicated Driver                 | 2          |
| Juvenile Complaint                 | 1          |
| Lock Out                           | 2          |
| Lost Property                      | 1          |
| Medical                            | 32         |
| Noise Complaint                    | 1          |
| Notification Only                  | 1          |
| Open Door/Window                   | 1          |
| Parking Complaint                  | 3          |
| Phone Call                         | 18         |
| Protection Order Violationa - Past | 1          |
| Recovered Property                 | 1          |
| Road Hazard/Disabled Vehicle       | 8          |
| Special Detail                     | 12         |
| Suspicious Cir/Per/Veh - Past      | 1          |
| Suspicious Person                  | 2          |
| Suspicious Vehicle                 | 4          |
| Theft - Past                       | 1          |
| Traffic Crash                      | 8          |
| Traffic Offense                    | 1          |
| Traffic Stop                       | 25         |
| Unknown Nature                     | 1          |
| Vacation House Check               | 2          |
| Well Being Check                   | 2          |
| <b>TOTAL</b>                       | <b>620</b> |

## Monthly Mayor's Court Report

WAYNESVILLE MAYOR'S COURT  
Cash Flow for December 2025

Page : 1  
Report Date : 01/02/2026  
Report Time : 08:38:11

|                                       | Current Period         | Year-To-Date        | Last Year-to-Date   |
|---------------------------------------|------------------------|---------------------|---------------------|
| <b>City Revenue From:</b>             |                        |                     |                     |
| Court Costs                           |                        |                     |                     |
| Computer Fund                         | \$341.00               | \$5,634.00          | \$7,002.00          |
| Local Costs                           | \$1,386.00             | \$24,288.50         | \$29,830.40         |
| Additional Costs                      | \$0.00                 | \$107.00            | \$126.00            |
| Fines                                 |                        |                     |                     |
| Overpayment / Adjustment              | \$0.00                 | \$0.00              | \$0.00              |
| City Revenue From Fines               | \$3,775.00             | \$69,474.40         | \$84,193.61         |
| Fees                                  |                        |                     |                     |
| Fees                                  | \$125.00               | \$2,220.00          | \$1,494.34          |
| Miscellaneous/Other                   |                        |                     |                     |
| Miscellaneous/Other                   | \$0.00                 | \$-142.56           | \$0.00              |
| Bond Forfeits                         |                        |                     |                     |
| Bond Forfeits                         | \$0.00                 | \$1,000.00          | \$750.00            |
| Miscellaneous/Other                   |                        |                     |                     |
| Bond Administration Fees              | \$0.00                 | \$0.00              | \$0.00              |
|                                       | <b>Total to City:</b>  | <b>\$5,627.00</b>   | <b>\$102,581.34</b> |
|                                       |                        | <b>\$123,396.35</b> |                     |
| <b>State Revenue From:</b>            |                        |                     |                     |
| Court Costs                           |                        |                     |                     |
| Victims of Crime                      | \$333.00               | \$5,598.00          | \$6,957.00          |
| Drug Law Enforcement Fund             | \$122.50               | \$2,065.00          | \$2,632.00          |
| Indigent Defense Support Fund (Costs) | \$900.00               | \$15,565.00         | \$19,541.00         |
| Fees                                  |                        |                     |                     |
| Fees                                  | \$0.00                 | \$0.00              | \$30.00             |
|                                       | <b>Total to State:</b> | <b>\$1,355.50</b>   | <b>\$23,228.00</b>  |
|                                       |                        | <b>\$29,160.00</b>  |                     |
| <b>Other Revenue From:</b>            |                        |                     |                     |
| Court Costs                           |                        |                     |                     |
| Indigent Driver ALC Treatment Fund    | \$52.50                | \$885.00            | \$1,128.00          |
| Restitution                           |                        |                     |                     |
| Restitution                           | \$0.00                 | \$555.00            | \$0.00              |
|                                       | <b>Total to Other:</b> | <b>\$52.50</b>      | <b>\$1,440.00</b>   |
|                                       |                        | <b>\$1,128.00</b>   |                     |
|                                       | <b>TOTAL REVENUE *</b> | <b>\$7,035.00</b>   | <b>\$127,249.34</b> |
|                                       |                        | <b>\$153,684.35</b> |                     |
| *Includes credit card receipts of     | \$3,125.00             | \$42,281.50         | \$45,081.00         |

END OF REPORT

## WAYNESVILLE MAYOR'S COURT

1400 LYITLE ROAD  
WAYNESVILLE, OHIO 45068  
Phone: (513) 897-8020 Fax: (513) 897-2025

Waynesville Mayor's Court is one of seven operating in Warren County and one of over 300 throughout the State of Ohio. Mayor's Courts have the authority to hear cases involving traffic and criminal offenses in alleged violation of local ordinances and state traffic laws. The Mayor's Court is imperative for an efficient Ohio court system, as it provides the ability to prevent minor offenses from reaching courts with significant caseloads.

Court personnel includes *Magistrate Wm. Robert Kaufman, Prosecutor Chase Kirby, Clerk of Courts Ashley Richardson, and Bailiff Kevin Fickert*. All staff completed the training necessary to maintain compliance with state requirements.

The year 2025 started with 248 open cases. A total of 689 new cases were filed in 2025, consisting of:

|     |                                            |
|-----|--------------------------------------------|
| 35  | Misdemeanor Criminal                       |
| 621 | Misdemeanor Traffic                        |
| 1   | OVI                                        |
| 32  | Other (Parking, High Weeds, Garbage, Etc.) |

There were 677 cases closed throughout the year. There were 4 cases transferred to Warren County Court. At year-end, 256 Mayor's Court cases remain open.

Defendants who failed to appear in court or failed to comply with any court orders were issued warrants, license forfeitures, and/or registration blocks for a total of 36 warrants issued for the year. There were 40 warrants cleared either by the defendant appearing in court to answer to the charges against them or by paying the required monies owed. The new year will start with 53 open warrants, 69 open license forfeitures, and 21 open registration blocks from previous years, ranging from 2005 through 2025.

Financially, Mayor's Court brought in revenue of \$ 126,249.34 for the year. The breakdown is:

|               |                                   |
|---------------|-----------------------------------|
| \$ 101,581.34 | to the Village                    |
| \$ 23,228.00  | to the State                      |
| \$ 885.00     | to Warren County for the ALC Fund |
| \$ 555.00     | for Restitution                   |

Waynesville Mayor's Court utilizes the Attorney General's Office Collection Agency to try to collect monies on cases overdue. The 2025 year started with 99 cases in collections. There were a total of 7 cases sent to collections throughout the year, and a total of 2 were closed due to collecting all necessary monies from the AGO Collections. The total amount received was \$477.90.

If you have any questions or would like additional information, please feel free to contact me.

Respectfully Submitted,

*Ashley S. Richardson*

Ashley S. Richardson  
Police Clerk / Clerk of Courts

Check Date: 1/9/2026

Vendor Number: 0000054526

Check No: 0000500221

Invoice Number

Voucher ID

Gross Amount

Discount Taken

Late Charge

Paid Amount

Q4251953

00488371

13960.29

0.00

0.00

13960.29

Law Enforcement Continuing Professional Training Funds Q4 2025

764

PFDAS03W9X - 000764-1-0-1-00

000764



| Check Number | Date     | Total Gross Amount | Total Discounts | Total Late Charges | Total Paid Amount |
|--------------|----------|--------------------|-----------------|--------------------|-------------------|
| 0000500221   | 1/9/2026 | \$13,960.29        | \$0.00          | \$0.00             | \$13,960.29       |

PLEASE TEAR AT PERFORATION BEFORE CASHING CHECK.

THIS IS OHIO WATERMARKED PAPER. DO NOT ACCEPT WITHOUT NOTING OHIO WATERMARK. HOLD TO LIGHT TO VERIFY OHIO WATERMARK.

Attorney General  
 30 East Broad Street 15th Floor, FINANCE  
 (614) 466-6963  
 Columbus, OH 43215  
 email: invoices@ohioattorneygeneral.gov

KeyBank, NA

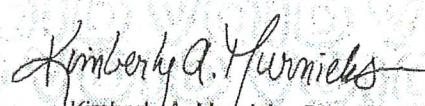
Date  
1/9/2026Check No  
0000500221RE  
56-704/412

Pay Amount \$13,960.29\*\*

Pay

\*\*\*THIRTEEN THOUSAND NINE HUNDRED SIXTY AND 29/100 DOLLARS \*\*\*

VOID AFTER 90 DAYS

To The  
Order OfWAYNESVILLE VILLAGE OF  
POLICE DEPARTMENT  
1400 LYTTLE RD  
WAYNESVILLE, OH 45068


Kimberly A. Murnieks, Director  
 Office of Budget and Management

11212200500000

00001396029

## Finance Director Report

### January 20, 2026

- The month of December has been reconciled and balanced. Reports have been provided for your review.
- Closing out 2025 is underway.
- Interest for December 2025:
  - Primary Checking – \$.39
  - SWEEP – \$11,830.98
  - STAR Ohio – \$3,821.12
- Updated Contact lists have been provided in your packets.
- Please let me know by January 21st if you would like to attend the newly elected official seminar hosted by the Ohio Municipal League, so I can get you registered.
- I spoke with Jim Hough about meeting with employees to discuss insurance benefits. I hope to have this meeting scheduled for the first week of February. Employees will be completing Form Fire to allow Wade Insurance to obtain health insurance quotes, which must be renewed by May 1.
- I will be on vacation the last week of January.

Thank You,

Jamie Morley  
Finance Director/Clerk of Council

**ORDINANCE NO. 2026-001**

**AUTHORIZING ADDITIONAL BONUS COMPENSATION FOR  
ASHLEY RICHARDSON AND JAMIE MORLEY AND DECLARING AN  
EMERGENCY**

WHEREAS, the Village has recently experienced staffing issues with utility billing and related administrative duties; and

WHEREAS, Ashley Richardson and Jamie Morley have both gone above and beyond their stated duties in order to assisted in a variety of administrative functions outside of their normal duties and Council desires to recognize outstanding performance above and beyond regular duties; and

WHEREAS, Council for the Village of Waynesville has determined that an additional one-time bonus compensation should be authorized for Ashley Richardson and Jamie Morley as a result of their performance.

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Waynesville, \_\_\_\_\_ members elected thereto concurring:

Section 1. That a one-time additional compensation in the amount of \$2000 is hereby authorized by Council for the Village of Waynesville for Ashley Richardson in recognition of her outstanding performance.

Section 2. That a one-time additional compensation in the amount of \$2000 is hereby authorized by Council for the Village of Waynesville for Jamie Morley in recognition of her outstanding performance.

Section 3. That the Finance Director is authorized to pay said additional compensation subject to all required withholdings.

Section 3. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is to award the bonuses for work already performed.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor