

**Village of Waynesville  
Council Meeting Minutes  
December 1, 2025 at 7:00 pm**

Present: Mr. Lyle Anthony  
Mr. Chris Colvin  
Mr. Zack Gallagher  
Mayor Earl Isaacs  
Mrs. Connie Miller

Absent: Mr. Brian Blankenship  
Mr. Troy Lauffer

Village Staff Present: Hanna Puthoff, Law Director; Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Clerk of Council

*CLERK'S NOTE- This is a summary of the Village Council Meeting held on Monday, December 1, 2025.*

.....

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

Roll Call – 5 present

Mr. Gallagher made a motion to excuse Mr. Blankenship and Mr. Lauffer. Mr. Anthony seconded the motion.

Motion – Gallagher  
Second – Anthony

**Roll Call – 5 yeas**

**Mayor Acknowledgements**

Mayor Isaacs said he hoped everyone had a happy Thanksgiving and wished everyone an early Merry Christmas. He congratulated Mr. Nation and Mr. Powell on their election to the Council and said he looks forward to serving with them.

**Disposition of Previous Minutes**

Mr. Colvin made a motion to approve the minutes for the Council meeting on November 17, 2025, as written, and Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

**Roll Call – 5 yeas**

.....

**Public Recognition/Visitors Comments**

None

.....

**Old Business**

None

.....

**Reports**

**Finance**

The Finance Committee will meet on December 15 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 met this evening and reviewed ongoing and future projects in the Village. The Committee will meet again on January 5, 2026, at 6:00 p.m. The public is encouraged to attend.

**Special Committee Reports**

The MOMS Committee will meet on January 20th at 5:00 p.m.

**Village Manager Report**

- Chief Copeland stated that the Village was awarded the Fifth and Sixth Street OPWC grant. This is a \$1.6 million project. The Village will be responsible for \$511K, and Warren County will pay \$98K. The funding will be released in June, and the project will be awarded in July. The project aims to update all the water, sewer, and storm lines. He mentioned that one of his goals when he became manager was to replace all the old water lines, and this should accomplish that.
- The pump for Well 10 has been installed. The line from Well 10 to the village’s system is in progress, and Well 10 should be online by the end of the month.
- Updated designs for the new traffic signal have been provided for review. The footers have been measured, and the poles have been ordered.
- 88 S Third Street has been demolished.

- The Water Department replaced a leaking fire hydrant on Rose Petal Court.
- Chief Copeland will be meeting with the Ohio Plan risk management representative to review the Village's policy.
- The Warren County Auditor, Matt Nolan, will give a presentation to review property taxes and levies. This will be on December 9 at 6:30 at Wayne Local Schools Performing Arts Building.

## **Police Report**

- The Code Enforcement report has been submitted for review.
- A letter from Sheriff Riley regarding the shooting at the three-way stop sign, thanking Officer Mermann for providing crucial information that assisted in the investigation and led to a swift arrest.
- Officer Mermann conducted a training session at Kelly Maloney's request for staff at the Mary L. Cook Library on emergency scenarios and active shooter training. He also evaluated the property for the best safety and security practices. He performed very well.
- Officer Mermann has had two Warren County Career students do job shadowing at the school.
- Chief Copeland stated that he has received several requests to make the parking spaces in front of the Post Office 15-minute parking. There have been complaints that people are parking there and going shopping. He has asked for guidance from Council on whether they would like to proceed with this, as it would require an ordinance.
- Chief Copeland asked if Council would approve the donation of gift cards for the staff Christmas party.

Mrs. Miller motioned to accept the donation of gift cards for the staff Christmas party and Mayor Isaacs seconded the motion.

Motion – Miller  
Second – Isaacs

## **Roll Call – 5 yeas**

Mr. Gallagher stated that he agrees with limiting parking time in front of the Post Office and asked how to proceed. Chief Copeland said he will work with Mr. Forbes to develop an ordinance. Once approved, signs will be installed. Mrs. Miller expressed support and asked if lines would be painted, believing this would create three parking spaces. Mr. Colvin inquired about the fine for violating the parking limit. Chief Copeland explained that the fine is listed in the schedule of fees and said he will research how to implement this.

## **Financial Director Report**

- Ms. Morley stated that there are several ordinances on the agenda dealing with the financials of the Village and will address them as the ordinances are considered. She also mentioned that many of the ordinances are emergencies due to the October Finance Committee meeting being canceled because of Meet the Candidates night.
- Ms. Morley stated that the Auditor would like to know if Council prefers a formal exit interview for the 2023 and 2024 audits. She mentioned she will have an informal meeting with the auditors to review findings and best practices. She emphasized that there were no findings for recovery and that she has been the Finance Director during this audit period of 2023 and 2024 since April 2024.

At this time, the Council discussed whether to have a formal interview. It was decided that this would be decided after the final report was available for review.

## **Law Report**

None

## **New Business**

None

## **Legislation**

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

#### **Ordinance No. 2025-035**

Amending Ordinance No. 2025-015 Establishing the Main Street Capital Projects Fund (Fund 4901) and Declaring an Emergency

Ms. Morley explained that after speaking with the auditor, the ORC cited in the original ordinance was not correct. This amendment will create the fund but also give the Council the opportunity to move funds back to the general fund if they decide they are no longer needed.

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-035, and Mr. Anthony seconded the motion.

Motion – Gallagher

Second – Anthony

**Roll Call – 5 yeas**

Mrs. Miller motioned to adopt Ordinance 2025-035 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 years**

**Ordinance No. 2025 - 036**

Authorizing The Transfer of Certain Fund Balances from the Federal Grant Fund (2052) to the Water Capital Fund (5701) by the Village Finance Director and Declaring an Emergency

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-036, and Mrs. Miller seconded the motion.

Motion – Gallagher  
Second – Miller

**Roll Call – 5 years**

Mr. Anthony motioned to adopt Ordinance 2025-036 as an emergency, and Mr. Colvin seconded the motion.

Motion – Anthony  
Second – Colvin

**Roll Call – 5 years**

**Ordinance No. 2025-037**

Ratifying and Accepting Plans for Dental, Vision, and Life Insurance for Village Employees and Dependents and Declaring an Emergency

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-035, and Mr. Anthony seconded the motion.

Motion – Gallagher  
Second – Anthony

**Roll Call – 5 years**

Mrs. Miller motioned to adopt Ordinance 2025-035 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 years**

**Ordinance No. 2025-038**

Establishing a Health Reimbursement Plan for Village Employees and Authorizing Related Payments and Declaring an Emergency

Mr. Colvin stated that the Finance Committee met with Mr. Hough from Wade Insurance, and this continues the benefits previously offered to employees.

Mr. Colvin motioned to waive the two-reading rule for Ordinance 2025-038, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 yeas**

Mr. Gallagher motioned to adopt Ordinance 2025-038 as an emergency, and Mr. Colvin seconded the motion.

Motion – Gallagher  
Second – Colvin

**Roll Call – 5 yeas**

**Ordinance No. 2025-039**

Authorizing Compensation In Lieu Of Healthcare Benefits for Village Employees for the 2026 Benefit Year and Declaring an Emergency

Mrs. Miller motioned to waive the two-reading rule for Ordinance 2025-039, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 yeas**

Mrs. Anthony motioned to adopt Ordinance 2025-039 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Anthony  
Second – Gallagher

**Roll Call – 5 yeas**

**Ordinance No. 2025-040**

An Ordinance Authorizing the Transfer of Money and Declaring an Emergency

Ms. Morley explained that this transfer allocates \$620,000 into the Main Street Capital Improvement Fund. This is funding that has been set aside and saved over the past five years. It also includes the annual transfer to support the Police Levy, following the Council's decision to increase the income tax from .5% to .75%. Additionally, it transfers funds to supplement the HRA Checking account, which is running low.

Mrs. Miller motioned to waive the two-reading rule for Ordinance 2025-040, and Mr. Anthony seconded the motion.

Motion – Miller  
Second – Anthony

**Roll Call – 5 yeas**

Mrs. Colvin motioned to adopt Ordinance 2025-040 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

**Roll Call – 5 years**

**Resolution No. 2025 – 041**

A Resolution Adopting Temporary Appropriations for the Village of Waynesville for Calendar Year 2026 and Declaring an Emergency

Mr. Colvin motioned to waive the two-reading rule for Resolution 2025-041, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 years**

Mr. Anthony motioned to adopt Resolution 2025-041 as an emergency, and Mrs. Miller seconded the motion.

Motion – Anthony  
Second – Miller

**Roll Call – 5 years**

**Second Reading of Ordinances and Resolutions**

None

**Tabled Ordinances and Resolutions**

None

**Executive Session**

Mr. Colvin motioned to go into executive session at 7:50 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

**Roll Call – 5 years**

The executive session ended at 8:17 p.m. with five Council members present.

Mr. Colvin stated that he would like to thank the Village Manager and Finance Director for their hard work this past year. After reviewing their performance, Mr. Colvin stated that he is asking

the law director to amend their contracts to reflect the following: an increase of 5% in the Village Manager's salary and a \$5,000 bonus. He also asked the Law Director to amend the Finance Director's contract to reflect a 5% increase in salary and a \$2,000 bonus. All were in favor of adjourning at 8:19 p.m.

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

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