



**Mayer**  
Trent Conway

**Council Members**  
Timothy Blythe  
Harry "Lenny" Glaven  
Barb Herriott  
Thomas Povenski  
Jessica Rocco  
John Simon

**East Palestine Village Council  
Meeting Agenda**

**Date: April 14, 2025**

**Time: 7:00 pm**

**Municipal Building 85 N. Market Street, East Palestine, Ohio 44413**

1. **Call Meeting to Order**
  - a. Roll Call
  - b. Pledge of Allegiance
  - c. Prayer
2. **Review Prior Meeting Minutes**
  - a. Meeting Minutes Presented: **March 24, 2025**
  - b. Request for Additions/Corrections
  - c. Motion:
  - d. Second:
3. **Agenda Items:**
4. **Village Department Reports: March 2025 Reports**
  - a. **Clerks Report**
  - b. **Mayors Report**
  - c. **Managers Report**
    - I. **Park Update** - General park updates remain available online & will be posted publicly. Phase 1 completion is still set for May 29.
    - II. **General Happenings** - Team at the Village will continue to make best efforts to publish updates on the happenings around town related Water/Wastewater maintenance work, Street Crew as well as other team members.
    - III. **Housing Inspections**- We will begin working on a systematic plan to perform exterior housing inspections throughout the year to ensure property owners are made aware of any housing code violations/safety issues.
    - IV. **Paving Update**- ODOT will have a Spring/Summer paving project in the village. On 4/21 they will pave Market St. from the tracks south to Village limits as well as W. Main from Market west to Village limits with a 90 day completion window. The project will take place in phases including milling and two separate surfacing stages, parking will be restricted on the associated streets. Cones with no parking signage will be placed the night before in the appropriate areas. Traffic will be diverted during the work, expect delays.
    - V. **150th Celebration** - Celebration planning is still moving forward for July 12th. Marketing materials with events/times will be published in this month's newsletter with a formal agenda to follow in the coming weeks.



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**VI. Community Volunteer Program** - Our volunteer program is up and running at the Village. If you know of individuals who are looking to satisfy voluntary/mandatory community service, we will be maintaining a list of projects and will assist in either providing projects or connecting individuals with other organizations who can assist. Those interested can call into or stop at the Municipal office for a general waiver and discussion of the program.

**d. Law Directors Report**

**e. Street Department/Last 30 Day Project Highlights**

1. Patched on Clark, Main, Bacon, Brookdale and various other areas.
2. Jet/cleaned catch basins on Bacon & S. Pleasant
3. Repaired sinkhole going into cemetery and removed all winter/fall decorations from graves. Prepped for multiple burials
4. Replaced catch basins in Meadow Alley & S. Pleasant to alleviate flooding issues.
5. Assisted Kent Chapman with camera work downtown, picked up soccer goals from polo field, and ran street sweeper in downtown on Fridays.
6. Cleaned/maintained recycling bin area, inspect on daily basis. Cleaned bridges at Liberty & Walnut St. Replaced handrail on W. Martin St. bridge.
7. Dug/re-based Meadow Lane off of McCalla.

**i. Upcoming Projects Highlights:**

1. Aggressive pothole repair/catch basin replacement
2. Additional bridge cleaning work around town.

**f. Building and Zoning Report**

**i. March Permits:**

1. Construction - 16
2. Contractor Registration - 13
3. Vacant Structure - 3
4. Demolition - 0

**ii. Upcoming Projects:**

1. Planning of exterior inspection program
2. Focus is on ensuring conformance of village ordinances, especially as it relates to visible cleanliness, obstructions, and safety

**iii. Additional Comments:**

**g. Park/Recreation/Cemetery Report**

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- i. Equipment Maintenance:**
  - 1. Received new mower
  - 2. Daily operations (Trash removal/clean facilities/dog park maintenance)
  - 3. Turned water on in all winterized facilities
  - 4. Finished landscaping at duck pond, made repairs to Rainbow Dreamland, replaced the hot water tank at Community Center & worked at maintenance of ball fields.
- ii. Upcoming Projects:**
  - 1. Prep disc golf field for April tournament, prep for easter egg hunt
  - 2. Clear out pool house
  - 3. Clean area behind park garage
- iii. Additional Comments as needed**
- h. Finance and Development Committee**
  - i. See attached reports in council packet
  - ii. Additional Comments - Ord.5-2025 for supplemental appropriations needs to be passed as an emergency
- i. Water and WasteWater**
  - i. Normal Operations
    - 1. VFD's replaced at Hamilton Booster Station
    - 2. Hydrant replaced at E. North/ N. Sumner as well as a 6" mainline valve..
  - ii. Upcoming Projects:
    - 1. Hydrant Flushing week of April 21st.
- j. Safety Committee**
  - i. Police Department
    - 1. 1287 calls YTD resulting in 371 reports.
    - 2. 2025 DARE program underway with Sgt. Moore
    - 3. Officers spent time on foot patrol in the business district.
  - ii. Fire Department
    - 1. Total calls were 124, 18 fire only, 93 ems only.
    - 2. On March 19 between 4:00 pm & 6:00 pm the department ran 6 calls ( 1 MVA, 2 medicals, 1 structure fire, 1 brush fire that required patient transport). ZERO calls were dropped during this time
- k. Legislation: Description of current legislation/Visitors Comments:**
  - i. Ord 1-2025    2nd Reading                      Update Cemetery Regs
  - ii. Ord.2-2025    2nd Reading/Emergency              2025 Paving



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- iii. Ord.4-2025 2nd Reading
- iv. Ord.5-2025 Emergency
- v. Res.7-2025
- vi. Res.8-2025

Update CRA Program  
Supplemental Appropriations  
USDA Match *Amended*  
ODOT Salt Program

**5. Executive Session**

- a. As Needed

**6. Adjourn Meeting:**

- a. Motion to Adjourn:
- b. Second:

**7. Supporting Documents:**