

RECORD OF PROCEEDINGS
Minutes of WEST CARROLLTON CITY COUNCIL REGULAR Meeting

Held August 25, 2026

The meeting was called to order by Mayor Barnhart at 6:30 p.m. The Pledge of Allegiance and Roll Call followed.

ROLL CALL

PRESENT: Mayor Rick Barnhart, Councilmembers Jill Tomlin, Lauren Williams, Rick Dobson, Angie Fryman, and Keith Tilton. CITY STAFF: City Manager Amber Holloway, Law Director Joshua Lounsbury, Assistant City Manager Dan Wendt, Planning & Community Development Director Greg Gaines, Service Director Rich Norton, Police Chief David Wessling, and Clerk of Council Tracy Moore.

MINUTES

Mrs. Fryman moved, seconded by Mrs. Tomlin, to approve the regular meeting minutes of August 11, 2026. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-abstain, and Mayor Barnhart-yes.

PUBLIC HEARINGS

None

COMMUNICATIONS AND PRESENTATIONS

Proclamation for Suicide Prevention Month

Mrs. Tomlin read the proclamation in its entirety.

Presentation from Jamie Holman from the Co-Responder Program

Ms. Holman introduced herself to Council and provided some information on her work as a Co-Responder with the West Carrollton Police Department and the Tactical Crime Suppression Unit. She also encouraged anyone having thoughts of suicide to call 988 for immediate crisis care.

Mayor Barnhart thanked Ms. Holman for her service to the community. He also thanked her assisting the police officers and first responders.

Consideration of a Liquor Permit for 501 East Dixie Drive – Dixie Food Mart, LLC

City Manager Holloway thanked Council for authorizing the extension on the review of this liquor permit. She stated the request is for a D-2 liquor permit, which allows for wine and mixed beverages for on-premise consumption or in sealed containers until 1:00 a.m. She also reported this company may be pursuing C-1 and C-2 licenses. She advised if the City receives those requests, they will be brought back to Council for their consideration. Ms. Holloway stated at this time staff finds no reason to request a hearing for the request for the D-2 liquor permit.

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Mayor Barnhart asked Council if there were any questions or comments. There were none.

Mayor Barnhart notified Clerk Moore to advise the State of Ohio that Council does not request a hearing.

COMMENTS BY THE AUDIENCE

Aaron Tesmer, resident of 255 Orchard Hill Drive, addressed Council to express concerns over his experience with the Street Department and Code Enforcement Department. He expressed concerns over the 2025 Curb, Gutter, and Sidewalk Program. He also reported issues with traffic lights on Liberty Lane and King Richard at South Alex Road. Mr. Tessmer expressed concerns with code enforcement issues in the city. Finally, he expressed concern over lack of response from City staff members.

UNFINISHED BUSINESS

Ordinance 3837 – An Ordinance Adopting Amendments To Chapter 154: Zoning Code Of The City Of West Carrollton Code Of Ordinances To Establish Regulations Which Would Permit The Operation Of Short-Term Rental Units Within The City.

Mayor Barnhart stated Ordinance 3837 was presented as a first reading at the last meeting. He also stated a public hearing was held, and the City received no public comments. He asked Council if they had any further questions or comments relating to Ordinance 3837. There were none.

Mr. Tilton moved, seconded by Mrs. Fryman, to approve Ordinance 3837. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-yes, and Mayor Barnhart-yes.

NEW BUSINESS

Resolution 40-2026 – A Resolution By City Council Authorizing The City Manager To Execute An Adoption Agreement Authorizing Exhibit B Payroll / Administrative Procedures Under The Ohio Deferred Compensation Roth 457 (B) Option Program Attached Hereto And Incorporated Herein By Reference.

City Manager Holloway presented Resolution 40-2026. She explained this resolution authorizes the City Manager to execute an agreement with the Ohio Deferred Compensation for the Roth 457 (B) program. She stated the approval of this resolution would expand the City's retirement benefit offerings by allowing employees to make voluntary post tax contributions through payroll deduction to a Roth 457 (B) program at no additional cost to the City.

Mayor Barnhart asked Council if they had any questions or comments. There were none.

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Mrs. Fryman moved, seconded by Mrs. Tomlin, to approve Resolution 40-2026. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-yes, and Mayor Barnhart-yes.

REPORTS BY OFFICERS

City Manager Holloway advised residents that the West Carrollton Civic Center will be closed for one hour on Wednesday, September 2, 2026, from 11:30 a.m. until 12:30 p.m. to allow staff to attend an employee appreciation event. She also reported the City Offices will be closed on Labor Day, which is Monday, September 7, 2026. Finally, Ms. Holloway stated the final day of the Wilson Pool season is Monday, September 7, 2026. The pool will be open from 11:00 a.m. until 4:00 p.m., and the Doggie Drive will be held from 5:00 p.m. until 7:00 p.m.

Law Director Lounsbury reported the bonding company responded with an offer in regards to the 2025 Curb, Gutter, and Sidewalk program. However, he stated the offer came in late in the day and he needs time to analyze the numbers.

UNSCHEDULED BUSINESS

Comments by the Audience

Charles Rankey, resident of 1104 Sherwood Forest Drive, addressed Council to inquire on the status of the 2025 Curb, Gutter, and Sidewalk Program. He also advised he's seen construction progress at a residence on Trumpet Drive that he previously reported had two dumpsters sitting on the property.

Reba Gilbert, resident of 3 East Main Street, addressed Council to inquire about the rules and regulations of short-term rentals.

Nate Mundy, West Carrollton School Board Member, stated the school auditorium experienced a small amount of flooding with the heavy rain. He also reminded the community to watch out of the school busses.

Karen Findlay, West Carrollton Library Branch Managers, advised Council there are many new programs scheduled for the fall months. She also stated the library has had a lot of people come in for help with printing and faxing.

Comments by Council

Mrs. Tomlin thanked Ms. Holman for her work and for attending the meeting to speak about Suicide Prevention Month. She stated the Suicide Prevention Month Proclamation is extremely important to her and is in memory of Faith Weyrick, a West Carrollton Pirate who tragically took her life several years ago.

Mrs. Williams thanked Ms. Holman for her work and service to our community and surrounding communities.

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Mr. Dobson congratulated Ms. Holman and thanked her for her work.

Mrs. Fryman thanked Ms. Holman for her work. She also thanked the West Carrollton Schools for recognizing Fire Chief Chris Barnett who is celebrating 50 years since graduating from West Carrollton High School in the class of 1976.

Mr. Tilton stated as a first responder, he is grateful for the work that Ms. Holman does for the community. He encouraged anyone who is struggling with suicidal thoughts to reach out for assistance. Mr. Tilton asked residents to watch out for the school busses and for the kids walking to school. Mr. Tilton addressed the resident issues on the 2025 Curb, Gutter, and Sidewalk Program, and assured residents it is being worked on. Finally, Mr. Tilton asked residents to report creek or storm drain issues to the city so the City can address the issues.

Mayor Barnhart thanked Ms. Holman for her work to the communities. He also stated he enjoyed the last concert of the season, which was the confetti concert. Mayor Barnhart stated the band, the Karate Girls, did an amazing job. Mayor Barnhart reminded residents to watch out for the busses since school is back in session. He also encouraged residents to get out and support all of the West Carrollton fall sports teams.

RECESS

Mayor Barnhart moved, seconded by Mr. Tilton, to recess to a Work Session to discuss the items on the agenda. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-yes, and Mayor Barnhart-yes.

Mayor Barnhart moved, seconded by Mrs. Tomlin, to recess to an Executive Session pursuant to Ohio Revised Code 121.22 (G)(1): To consider the appointment or employment of a public employee or official, to return to the regular meeting for adjournment. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-yes, and Mayor Barnhart-yes.

WORK SESSION

PRESENT: Mayor Rick Barnhart, Councilmembers Jill Tomlin, Lauren Williams, Rick Dobson, Angie Fryman, and Keith Tilton. CITY STAFF: City Manager Amber Holloway, Law Director Joshua Lounsbury, Assistant City Manager Dan Wendt, Service Director Rich Norton, and Police Chief David Wessling.

Water Treatment Plant Project

Director Norton introduced Matt Smith from Strand & Associates to present an update on the Water Treatment Plant project. During this update, Mr. Smith advised Council of a \$449,686.05 change order to the project, necessary to replace and standardize the control systems in the Sand Filtration and Membrane Plants. Mr. Smith explained that there was a missing cross reference in the bidding documents, which led to its inadvertent omission from the selected bid.

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He went on to say that this work was planned and necessary for the project, and that the new project cost was still less than the second-lowest bid.

Mr. Dobson expressed concern with the change order. Mr. John Lyons from Strand & Associates responded that they were trying to save the City money and, unfortunately, a mistake occurred in the process. Mr. Dobson and Tilton further expressed concerns with the oversight and cost to the City. Ms. Holloway acknowledged the concern and reiterated that this work was contemplated and planned as part of the project from the start.

Director Norton then explained that it would be necessary to have a Resolution before Council authorizing Strand to be the City's construction manager on the project. He noted that the costs for these services were spelled out in the loan and in prior information shared with the City Council; however, Strand was not included in the Resolution authorizing the construction, and Staff would like that to be made clear.

General Fee Schedule

Ms. Holloway updated Council that Staff had conducted additional research on cannabis dispensary fees at Council's request. She shared that most surveyed communities did not have a renewal fee and charged an application fee between \$25 and \$300. A brief discussion of the \$150 application fee ensued. She stated that Staff was not proposing a renewal fee after reviewing this information. Council agreed that \$150 would be an appropriate fee.

She then discussed the returned payment fee, noting that Director Duffy had reviewed it and believed the existing \$39 fee for returned checks would be sufficient to cover the City's associated costs for returned online payments. Council asked that Ms. Holloway work with Law Director Lounsbury on language to amend the fee schedule to allow fees for returned online payments.

Economic Development Update

Assistant City Manager Wendt presented an update on economic development in the City. This was an update on work he was doing related to economic development over the prior four-month period, excluding his work on the River District, Whitewater Park, and the brownfield remediation project, as there are more frequent updates on these projects.

Councilmembers inquired about the availability of liquor licenses, the status of the Whitewater Park project, brownfield sites, and other matters, many of which were referenced in ACM Wendt's monthly departmental reports.

Two members of Council then inquired about items listed in the monthly Code Enforcement report, including the number of water shutoffs, which seemed higher than normal, the report's interpretation, and commercial sign violations. Mr. Dobson shared that he felt that the sign code needed to be reviewed.

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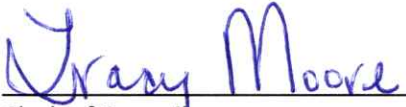
EXECUTIVE SESSION

Council met in Executive Session pursuant to Ohio Revised Code 121.22 (G)(1): To consider the appointment or employment of a public employee or official, and then returned to the regular meeting for adjournment.

ADJOURNMENT

With no further business, Mr. Tilton moved, seconded by Mayor Barnhart, to adjourn the City Council Meeting of August 25, 2026. A vote was taken: Mrs. Tomlin-yes, Mrs. Williams-yes, Mr. Dobson-yes, Mrs. Fryman-yes, Mr. Tilton-yes, and Mayor Barnhart-yes.

The meeting was adjourned at 9:12 p.m.


Clerk of Council


Mayor