

VILLAGE OF ALEXANDRIA REGULAR COUNCIL MEETING MINUTES

October 7, 2025

Meeting was called to order by Mayor Sean Barnes at 7:00pm.

Pledge of Allegiance.

Council Members Present:

Jeff Baer
Herb Lower
Mike Miller

Sarah Chambers
Cari Meng
Lyle Simpson

Village Representation Present:

Mayor Sean Barnes
Administrator Kendra Borrer
Fiscal Officer Carol Gissinger

Solicitor David Ball
Police Chief Dan Bunting
Zoning Inspector Jacob Brooks

Citizens Present: Mitch Peters, Ida Kean, Mike McFarland & Kelly Bunting

Approval of Council Minutes

Councilman Miller made a motion; seconded by Councilwoman Chambers, to approve the 09-16-2025 Regular Council Meeting minutes. Roll Call Vote: 5 Yes Cari Meng Abstain. Chair declares motion carried.

Councilman Baer made a motion; seconded by Councilwoman Meng, to approve the 09-22-2025 Special Council Meeting minutes. Roll Call Vote: All Present Yes. Chair declares motion carried.

Public Hearings/Communications

Councilman Miller made a motion to amend agenda; second by Councilman Simpson. All in favor: Yes

- Mike McFarland would like for council to consider naming a street in Alexandria in honor of his uncle Staff Sergeant Robert Hickman a World War II Veteran and War hero, who grew up on Hardscrabble Rd. and is now near 100 yrs old. Mr. McFarland provided council with a packet.

LEGISLATION

Revised Parking Ordinance

ORDINANCE NO. 2025-10 AN ORDINANCE ESTABLISHING AND DESIGNATING CERTAIN TIME LIMITS ON PARKING PLACES LOCATED IN THE BUSINESS DISTRICT AND HANDICAPPED PARKING AND DESIGNATING A NO PARKING ZONE AND DECLARING AN EMERGENCY

Councilman Miller made a motion; seconded by Councilman Baer to suspend the readings of ORDINANCE NO. 2025-10 Roll Call Vote: All Yes. Chair declares motion carried.

Councilman Miller made a motion to table; seconded by Councilwoman Chambers, to pass ORDINANCE NO. 2025-10. Roll Call Vote. TABLED until Solicitor comes back with Ordinance corrections. Chair declares motion to table carried.

RESOLUTION NO. 2025-12 A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH JEFF DISBENNETT TO SERVE AS MAINTENANCE TECHNICIAN FOR THE VILLAGE OF ALEXANDRIA, OHIO AND DECLARING AN EMERGENCY

Councilman Baer made a motion; seconded by Councilwoman Meng to suspend the readings of RESOLUTION NO. 2025-12 declaring an emergency. Roll Call Vote: All Yes. Chair declares motion carried.

Councilman Chambers made a motion; seconded by Council Meng, to pass RESOLUTIUON NO. 2025-12. Roll Call Vote. All Yes. Chair declares motion carried.

RESOUTION NO. 2025-13 A RESOLUTION AUTHORIZING SEAN BARNES, MAYOR, TO EXECUTE AN AGREEMENT WITH PLANNINGNEXT, LLC FOR CONSULTANT'S SERVICES FOR THE VILLAGE OF ALEXANDRIA COMPREHENSIVE PLAN UPDATE.

Councilman Miller made a motion; seconded by Councilman Baer to suspend the readings of RESOLUTION NO. 2025-13. Roll Call Vote: All Yes. Chair declares motion carried.

Councilman Baer made a motion; seconded by Councilwoman Meng, to pass RESOLUTIUON NO. 2025-13. Roll Call Vote. All Yes. Chair declares motion carried.

VILLAGE OFFICE REPORTS

Administrator's Report

- Spectrum came out and cleaned up disconnected hanging coax cables from village poles. Herb gave me 11 other locations with hanging wires that need to be cleaned up.
- \$4475.00 delinquent water account has been paid down to \$1475.00. To be paid in full before 10-10-2025. Of the other 4 delinquent accounts, 2 have been paid in full and 1 is set for payment before 10-25-2025, the 4th one is set for shut off if not paid by 10/25/2025.
- I interviewed a candidate for the Maintenance Technician position. Made recommendation to hire Jeff Disbennett. Jeff comes to us from Berry Properties. He has several years of experience in maintenance, painting and operating equipment.
- YTD \$3900.00 received in park rentals.
- Maintenance Report – has been working on painting parking spaces, cleaned up weeds at the offices back door, worked on cleaning up dead weeds around water facility fence & set up truck for fall leaf pick up.

Fiscal Officer's Report

- Starting process for appropriations for 2026 starting with temporary appropriations for 4 months to get us through the elections

Solicitor's Report

- Public records request
- Water sewer coalition
- Jersey litigation
- Legislation for tonight

Mayor's Report

- Merging website to police website
- Tree city application now open due by early Nov
- Planted 10 trees for Arbor Day
- Triangle sign installed – Thank you Andrew, David and Jeannette Gunn

Zoning Inspector Report

- Jacob Brooks submitted Zoning Report - See Exhibit A

Police Department

- Sept police worked 125 hours worked, 20 traffic stops, 16 citations
- Recommended hiring Officer Penny Finch from Aux to Part Time.
- Newark Police Dept have 65 shotguns that are police use only for us to pay \$200 each normally sell for \$1400 each. We could use 2 at least.

- 2 working cruisers. Crown Vic ready for gov deals. Others in various states of operation.
- Options of purchasing a new police vehicle, thinking of a pickup truck
- Discussed payroll.
- Discussed Chief pay as salary vs hourly needs reviewed for clarification.
- No ongoing investigations at this time.

Planning Commission Report

- Up to 10 people on commission
- Mayor updated council on commission activities
- Plant material \$1018 for triangle

OLD BUSINESS

Administrator created a Timekeeping Policy & Procedures for new timekeeping system for all hourly employees. Christmas Tree lighting date- called St Albans Fire Department, waiting to hear back from them. Leaf pick up date? – talked to Jim Jasper and recommends picking up as they get raked to the curb by residents. Street sweeping is also recommended by Jim Jasper to sweep by hand as he does leaf pick up. We don't have the donations to offset the cost for Johnstown or Granville to do for us.

Planning Commission asking for \$570 for base plants for triangle sign area.

Councilman Miller made a motion to pay up to \$570 for the triangle sign area plants, seconded by Councilwoman Chambers. Roll Call Vote: 4 yes 1 abstain, Jeff Baer dismissed from meeting early. Motion carried.

NEW BUSINESS

Councilwoman Chambers suggested for Mike McFarland's proposal that the alley by museum may be a good place to consider since it is not currently named.

Citizen Comments (3-minute time limit)

Ida Kean asked of the possibility of going back to recording every meeting, Kendra mentioned option of YouTube could be explored, it would take additional equipment to record meetings at a cost to the village to be determined.

Mike McFarland complimented council and staff for their efforts.

Mitch Peter's question was actually a records request and was referred for him to submit to Fiscal Officer.

Meeting Announcements

Planning Commission Meeting October 8, 2025, at 5:30 pm

Safety Committee Meeting October 21, 2025, at 7pm.

Public Service Meeting October 21, 2025, at 7pm

Regular Council Meeting October 21, 2025, at 7pm.

Planning Commission Meeting October 22, 2025, at 5:30 pm

Adjournment

There was no more business to come from Council.

Councilman Miller made a motion, seconded by Councilwoman Chambers to adjourn the council meeting.

All voted in favor; the Chair declared the meeting adjourned at 8:50p.m.

Respectfully submitted, (October 21, 2025)

A handwritten signature in blue ink that reads "Kendra Borrer". The signature is fluid and cursive, with the first name "Kendra" and the last name "Borrer" clearly distinguishable.

Kendra Borrer, Administrator

Certified 
Sean Barnes, Mayor/Chairperson

Date 10/21/2025
Approved: 10/21/2025



VILLAGE:
ZONING INSPECTOR - REPORTING - ACTIVITY AND PERMIT / VIOLATION LOGS
UPDATED: 10-07-2025, JBrooks

ADDRESS	ORIGINATION	DATE	CONCERN	INSPECTOR FOLLOW UP	ADDITIONAL COMMENTS	ONGOING Item CLOSED Item with Village PERMIT # / VIOLATION #
118 W Main	Rear Parcel Fence Request	1 Aug	ZI and Owner Mr. JT Guthrie walked property line and discussed scope for steel wire fence Village Comprehensive Plan Steering Committee Mtg and St. Albans Twp BZA	In Owner's court to provide written approval from EASI neighbors (14N 108) to take fence across EA, easement to their existing residential ZI staying involved in all Village and Twp activity as much as able to be ready accordingly with whichever outcome of merger voting and current zoning items in discussions Inspector has been in contact with PO and had on site meeting and measured effects etc to relay to Owner all zoning items we have to address due to having a spot EBD zoning parcel surrounded by Residential zoned. ZI asking Owner to attend 10/8 Planning Commission meeting to update commission on business and parking lot scope to seek options for Owner on their plans ZI reviewed zoning code and confirmed Event venue would be acceptable within the General Business District. However, prospective business should be aware of Noise and other considerations within a multi-unit mixed use building ZI has template to send with requirements and standards for this variety of work. Would like to put ROW Construction Permit Fee in motion for passage with Council as soon as possible. Recommend \$250 base and \$15 per each parcel or 100 ft of ROW affected, except for permitting for work related to village operations itself, permit to be filed, but no fee required ZI reviewed all previous inspection diary entries from prior inspector and ZI Brooks emailed the one (1) related Permit to the County for their records.		2025-77
Village	Zoning Meetings	24 Sep	Contractor filed permits on behalf of Property Owner family property manager Mrs. Lisa Blankenship Drummer			
81 E Main	Property Owner Permit for Front Parking Lot	30 Sep	Requested due diligence on zoning code for using the eastern unit 1st floor space of 10 W Main for Event Venue			2025-09
10 W Main	Business Owner	1 Oct	Various questions regarding Village ROW construction permitting procedures			
Village	Kinetic, Right of Way, Due Diligence Request	3 Oct	County Auditor administrative item			
Village	County Auditor administrative item	7 Oct				