

COVINGTON VILLAGE COUNCIL

MEETING MINUTES

NOVEMBER 3, 2025

President, Amy Welborn, called the meeting to order at 7:00 PM. The following roll call was taken for council:

Council Members Present:

- Julie Blumenstock
- Dawn Duff
- Martin Leistner
- Amy Welborn
- Derrick Canan

Non-member Staff participating:

- Jordan Hodges – Village Administrator
- Lisa Cavender – Fiscal Officer
- Tim Cline – Police Chief
- Frank Patrizio – Legal Counsel

Excused Absence:

- Jesse Reynolds
- Lee Harmon, Mayor

Consent Agenda:

The consent agenda included:

- Approval of Council Minutes (October 20, 2025, meeting)

A motion to approve the consent agenda was made by Ms. Blumenstock, seconded by Mr. Canan. All ayes. Motion passed.

Visitors

None

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Mayor's Report

President Welborn temporarily turned the meeting over to Mr. Patrizio, Legal Counsel. Mr. Patrizio addressed the council asking to amend the agenda to move up Resolution R39-25 to appoint a fiscal officer/clerk of council before continuing with the meeting.

A motion to amend the agenda to move Resolution R39-25 was made by Ms. Welborn, seconded by Ms. Blumenstock. All ayes. Motion passed.

A motion to waive the three-reading rule for Resolution R39-25 was made by Mr. Canan, seconded by Ms. Duff. All ayes. Motion passed.

A motion to approve Resolution R39-25 was made by Ms. Welborn, seconded by Mr. Leistner. All ayes. Motion passed.

Mr. Patrizio then administered the Oath of Office to Lisa Cavender, newly appointed Fiscal Officer.

Administrator's Report

Mr. Hodges gave an update on the Stillwater Dam completion and noted that the representatives from Ohio DNR will be here for a celebration ceremony that will take place November 21, 2025 at 11 a.m.

The insurance adjuster was here to examine the damaged poles and he should get back to us within a few weeks.

The asphalt at the Wastewater Treatment Plant has been completed.

The position of Billing Clerk/Financial Analyst was posted on the Village website, Ohio GFOA and OML job boards, and on social media.

Tuesday, November 4, 2025 is General Election Day and the polls will be open from 6:30 a.m. to 7:30 p.m.

Veterans Day is Tuesday, November 11, 2025 and the offices will be closed. Trash will be delayed by one day.

Reminder that Hometown Christmas will be Friday, November 28, 2025, from 5:30 p.m. to 7:30 p.m.

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Discussion Items

Mr. Hodges explained that after looking into grant funding for the Sellman building, the application deadline for the Brownfield grant was quickly approaching and that an asbestos and hazardous waste assessment must be completed to apply for demolition funds. An assessment was previously quoted when the building was first purchased; however, it was not completed at that time. It was noted that each county receives an allocation of one million dollars. After discussion, council members all agreed for Mr. Hodges to pursue the assessment as soon as possible so he can move forward with the grant application.

Old Business

Resolution R38-25 – A resolution authorizing the execution of an agreement with PEP and the Village of Covington for the Bonds/Faithful performance coverage.

This coverage is in line with the requirements of ORC and takes the place of a surety bond.

There were no questions.

Third reading will be held November 17, 2025.

New Business

Resolution R40-25 – A resolution removing Rhonda Gill as an authorized signatory on all accounts needed to conduct business on behalf of the Village of Covington.

A motion to waive the three-reading rule for Ordinance 40-25 was made by Ms. Welborn, seconded by Ms. Duff. All ayes. Motion passed.

A motion to approve Ordinance 40-25 was made by Ms. Welborn, seconded by Mr. Leistner. All ayes. Motion passed.

Resolution R41-25 – A resolution authorizing Jordan Hodges, Village Administrator, Lisa Cavender, Fiscal Officer, and Lee Harmon, Mayor as signatories on Covington Savings & Loan, Minster Bank, and U.S. Bank accounts.

A motion to waive the three-reading rule for Ordinance 41-25 was made by Ms. Welborn, seconded by Ms. Blumenstock. All ayes. Motion passed.

A motion to approve Ordinance 41-25 was made by Mr. Canan, seconded by Ms. Duff. All ayes. Motion passed.

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Police Chief and Elected Official's Comments

Ms. Welborn reminded everyone that the Covington Schools were again hosting the Veterans Day Appreciation Breakfast & Assembly on the morning of Thursday, November 6, 2025.

Executive Session

None

Adjournment

A final motion to adjourn was made by Mr. Leistner, seconded by Mr. Canan. The meeting was adjourned at 7:20PM.

Lee Harmon, Mayor

Lisa Cavender, Fiscal Officer

Amy Welborn, President of Council

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