

SCHEDULED COUNCIL MEETING MINUTES OF Monday, October 20, 2025

Meeting was called to order by Mayor Pat Cadle, Presiding Officer at 7:00pm.

*Meeting held at Newcomerstown Municipal Building*

**COUNCIL**

**ATTENDANCE:**

Susan Little: Present  
David Shepherd: Present  
Michael Wise: Present

Jan McCune: Present  
Allen Collins: Absent  
Jay Lambes: Present

**DEPARTMENT**

**ATTENDANCE:**

Street/Parks John Resh: Absent  
Cemetery Scott Powell: Absent  
Water: Jared McFarland: Absent  
Fiscal Officer: Lisa Spillman: Present  
Police: Chief Kennedy: Absent-Bruce Lowery: present as rep  
Solicitor: Mark Perlaky: Present  
Fire: Jeff Parks: Absent

Motion to excuse Allen Collins from the meeting made by David and seconded by Jay.

**ROLL CALL:**

Susan Little: Y  
David Shepherd: Y  
Michael Wise: Y

Jan McCune: Y  
Allen Collins: Absent  
Jay Lambes: Y

**MOTION PASSED**

**COUNCIL**

**MINUTES**

**October 6, 2025:**

Susan made a motion to approve the minutes October 6, 2025 Michael seconded the motion.

**ROLL CALL:**

Susan Little: Y  
David Shepherd: Y  
Michael Wise: Y

Jan McCune: Y  
Allen Collins: Absent  
Jay Lambes: Y

**MOTION PASSED**

**THE VILLAGE'S FINANCIAL REPORT PY19**

General fund:	\$12053.28
Cemetery fund:	\$2696.72
Police fund:	\$15406.24
Street fund:	\$13334.88
Water fund:	\$16312.11
Sewer:	\$19296.19
State Hwy:	\$209.87

**Total All Funds:       \$79321.29**

**PAY ORDINANCE**

**#19:    Motion by Jan and seconded by Michael to approve Pay Ordinance #19 in the amount of \$79,321.29**

**ROLL CALL:**               Susan Little: Y                               Jan McCune: Y  
                                  David Shepherd: Y                           Allen Collins: Absent  
                                  Michael Wise: Y                             Jay Lambes: Y

**MOTION PASSED**

**COMMITTEE REPORTS**

**BUILDINGS & GROUNDS- CHAIRPERSON DAVID SHEPHERD:** BZA met last Monday and approved variance for Marstrell’s Auto to place storage bin on lot. Approved lot split

**SEWER & PUBLIC WORKS & COMMUNITY EVENTS- CHAIRPERSON JAN MCCUNE:**

Nothing to report

**FINANCE & LONG-TERM PLANNING- CHAIRPERSON Allen Collins:**

Absent

**STREETS, SIDEWALKS & RECREATION- CHAIRPERSON JAY LAMBES:** Nothing to report

**PUBLIC SAFETY & PUBLIC RELATIONS CHAIRPERSON MICHAEL WISE:** Nothing to report

**LEGISLATION & PERSONNEL- CHAIRPERSON SUSAN LITTLE:** There’s a new emergency bill regarding hemp products that we should keep an eye on. The House, Senate and Committees are still working on the property tax relief bill.

**DEPARMENT REPORTS:**

**STREET/PARK:** Motion to accept resignation of Pierce Smith effective 10/17/25 made by Jay and seconded by David.

**ROLL CALL:**               Susan Little: Y                               Jan McCune: Y  
                                  David Shepherd: Y                           Allen Collins: Absent  
                                  Michael Wise: Y                             Jay Lambes: Y

**MOTION PASSED**

**CEMETERY:** Absent

**POLICE DEPARTMENT:**

Request to hire John Lafferty as a Part Time officer. Motion to hire made by Susan and seconded by Michael.

**ROLL CALL:**               Susan Little: Y                               Jan McCune: Y  
                                  David Shepherd: Y                           Allen Collins: Absent  
                                  Michael Wise: Y                             Jay Lambes: Y

**MOTION PASSED**

**FISCAL OFFICER- LISA SPILLMAN:** With the new cybersecurity requirements from the state, we have changed Shannon’s job description to reflect the new role she will be taking on. Council made a motion to change Shannon’s job title to IT Coordinator/Administrative Assistant and

add the responsibilities to cover mandates for cyber security. Motion made by Susan and seconded by Jan.

**ROLL CALL:** Susan Little: Y Jan McCune: Y  
David Shepherd: Y Allen Collins: Absent  
Michael Wise: Y Jay Lambes: Y

**MOTION PASSED**

Susan made a motion to create a Public Services Administrative Assistant. Jan seconded it.

**ROLL CALL:** Susan Little: Y Jan McCune: Y  
David Shepherd: Y Allen Collins: Absent  
Michael Wise: Y Jay Lambes: Y

**MOTION PASSED**

**WATER/WASTE-WATER – JARED MCFARLAND:**

Absent

**FIRE-CHIEF PARKS:** There have been 7 calls since the last report. Our ladder truck is being tested to find any other potential problems before it's released to us. Two of the garage doors are being replaced at the station. We received the wildland gear and it is in-service.

**EMERGENCY SERVICES:**

**TRI COUNTY-** Nothing to report

**MAYOR:** Painting downtown is going well. There are 9 developers interested in the Simonds property.

**NEW BUSINESS:**

23-25 RESOLUTION ADOPTING A TAX-EXEMPT PURCHASE AND REIMBURSEMENT POLICY FOR THE VILLAGE OF NEWCOMERSTOWN AND DECLARING AN EMERGENCY. Motion to accept resolution made by Susan and seconded by David.

**ROLL CALL:** Susan Little: Y Jan McCune: Y  
David Shepherd: Y Allen Collins: Absent  
Michael Wise: Y Jay Lambes: Y

**MOTION PASSED**

24-25 RESOLUTION ESTABLISHING AN INFORMATION SECURITY AND CYBER SECURITY PROGRAM FOR THE VILLAGE OF NEWCOMERSTOWN AND DECLARING AN EMERGENCY.

**ROLL CALL:** Susan Little: Y Jan McCune: Y  
David Shepherd: Y Allen Collins: Absent  
Michael Wise: Y Jay Lambes: Y

**MOTION PASSED**

Motion to approve audit agreement with Charles E Harris & Associates until December 31, 2027 made by David and seconded by Jay.

**ROLL CALL:** Susan Little: Y Jan McCune: Y  
David Shepherd: Y Allen Collins: Absent

Michael Wise: Y

Jay Lambes: Y

**MOTION PASSED**

Motion to approve surveying contract (not to exceed \$9,500) made by Jay and seconded by David.

**ROLL CALL:**

Susan Little: Y

Jan McCune: Y

David Shepherd: Y

Allen Collins: Absent

Michael Wise: Y

Jay Lambes: Y

**MOTION PASSED**

Motion to approve lot split at 356/357 Pearl Street made by Susan and seconded by Michael. The parcel numbers are 45-00773-000 and 45-01670-000

**ROLL CALL:**

Susan Little: Y

Jan McCune: Y

David Shepherd: Y

Allen Collins: Absent

Michael Wise: Y

Jay Lambes: Y

**MOTION PASSED**

**OLD BUSINESS:** 17-25 Ordinance Amending The Speed Limit On North College Street As Vehicles Enter The Village Of Newcomerstown -3<sup>rd</sup> reading with corrections. Motion to pass corrected ordinance made by Jan and seconded by Jay.

**ROLL CALL:**

Susan Little: Y

Jan McCune: Y

David Shepherd: Y

Allen Collins: Absent

Michael Wise: Y

Jay Lambes: Y

**MOTION PASSED**

Motion to move into executive session at 7:43pm to discuss cybersecurity requirements  
Motion to move back into the regular session at 7:55pm by Jay and Susan.

**SCHEDULE COMMITTEE MEETINGS:**

**OTHER BUSINESS:**

**AUDIENCE:**

**PRESS: N/A**

**ADJOURN:** at 7:56 PM, Jay MADE A MOTION AND David SECONDED TO ADJOURN UNTIL THE NEXT REGULAR SCHEDULED MEETING ON Monday November 3, 2025.

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Lisa Spillman, Fiscal Officer

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Mayor, Patrick M. Cadle