MINUTES OF THE KIRTLAND HILLS VILLAGE
COUNCIL MEETING
HELD IN THE VILLAGE HALL, MONDAY SEPTEMBER 21, 2026, AT 5:30 P.M.

MEMBERS PRESENT: Mayor Scott, Vice President Allen, Burk, Byrne, Cooper, Harrold and Shibley.

ALSO IN ATTENDANCE: Law Director James O'Leary, Chief Barry Hendricks, and Clerk-Treasurer Jamie Zigman.

Via Teams: President King and Jeff Wood from Municipal Collections of America

Mayor Scott called the council meeting to order at 5:30p.m.

All in attendance recited the Pledge of Allegiance.

MOTION to approve Minutes of the Previous Council Meeting on August 10, 2026

Motion was made by Mr. Cooper, seconded by Mr. Byrne, and unanimously carried to approve the minutes of the August 10, 2026, meeting.

Presentation from Jeff Wood from Municipal Collections of America

RESOLUTION 2026-28 authorizing the Mayor to enter into an agreement with Municipal Collections of America, Inc. to provide collection services for the Village of Kirtland Hills Officer-Operated Handheld Traffic Enforcement Program and declaring an emergency. (First Reading)

No final commitment to MCOA was made. Council plans to investigate alternatives and potentially bring a revised agreement back for consideration in October.

ORDINANCE 2026-26 amending part 3-traffic code of the codified ordinances of the Village of Kirtland Hills, chapter 315 captioned "officer-operated handheld traffic law enforcement device" section 315.05 "civil penalties," and declaring an emergency

No change to the current ordinance is needed regarding the construction zone at this time.

RESOLUTION 2026-25 Authorizing and approving the expenditure of funds

Motion was made by Mrs. Burk, seconded by Mr. Allen, and unanimously carried to approve the expenditure of funds.

Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, Yes

RESOLUTION 2026-27 – accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor

Motion was made by Mrs. Harrold, seconded by Mr. Allen, and unanimously carried to pass the resolution

Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, Yes

ORDINANCE 2026-21 authorizing the Mayor to enter into a Retire/Rehire Agreement with Jeff Bilicic and declaring an emergency. (Second Reading)

Motion was made by Mrs. Burk, seconded by Mr. Byrne, and unanimously carried to suspend the rules.

Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, Yes

Motion was made by Mrs. Burk, seconded by Mr. Byrne, and approved to pass the ordinance

Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, No

Financial Review:

- The Village's investments were reported at approximately $7.8 million as of August.
- Kirk Mentzer, one of our primary contacts for Huntington, is retiring.
- GJ King revisited the discussion of an investment policy. Council agreed that, rather than simply reviving the previous investment-policy ordinance, it would be preferable to start fresh with a simpler, clearer policy that provides the Village with appropriate flexibility in managing its investments.

Centennial Committee Report:

- The Centennial event was considered a success. Jen thanked everyone for their contributions to the event. The Council commended Jen for her hard work and dedication in making the event a success.
- The Village spent approximately $4628.33. The committee had approximately $6,000 in sponsorship money. Expenses included tents, face painting, East Coast Custard, Costco/food, wine, T-shirts, and stage rental.
- The remaining funds of about $1371.67 will be requested to be carried forward for future village picnics.
- St. Hubert's indicated an interest in partnering again in the future. St. Hubert's was praised as an excellent partner.

Chief's Report:

- A part-time service employee was hired, which will help provide coverage, including nights and weekends.
- The Village may receive an application from a soon-to-retire police officer interested in part-time work including nights and weekends. The chief expects to interview the individual and provide an update at the next meeting.
- A new variance request was received for a property on Whitetail.

Mayor's Report

- Council discussed developing an e-bike policy/ordinance.

The next Council meeting will be held at the Village Hall at 5:30 P.M. on Monday, October 19, 2026.

Motion to adjourn to Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Motion was made by Mr. Shibley, seconded by Mrs. Burk, and unanimously carried to adjourn to Executive Session to consider confidential information related to the marketing plans, specific

business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, Yes

Motion was made by Mr. Shibley, seconded by Mrs. Burk and unanimously carried to come out of executive session 6:59 P.M.

Motion was made by Mrs. Harrold, seconded by Mrs. Burk and unanimously carried to adjourn the meeting at 7:00 P.M.

Alyson Scott, Mayor

Attest: _____
Jamie Zigman, Clerk-Treasurer