

**ST. CLAIRSVILLE CITY COUNCIL**  
**January 2, 2024 Meeting**

Jim Velas, Council President  
Don Vincenzo, Council, 1<sup>st</sup> Ward  
Kristi Lipscomb, Council, 3<sup>rd</sup> Ward  
Terra Butler, Council, 4<sup>th</sup> Ward  
Holly West, Council-At-Large  
Lucian Murzyn, Council-At-Large  
JC Thrash, Council 2<sup>nd</sup> Ward  
Mike Smith, Council-At-Large

Kathryn Thalman, Mayor  
Jeremy Greenwood, Public Service/Safety Director  
Don Smithberger, Super. of General Services  
Annette Whealdon, Finance Director  
Matthew Arbenz, Chief of Police  
Tom Murphy, Planning & Zoning Administrator  
Law Director

The meeting was called to order by Council President Jim Velas at 7:00 pm. President Velas led Council in the Pledge of Allegiance. Members of the public were thanked for their attendance.

**ROLL CALL:**

Butler	HERE	Thrash	HERE
Lipscomb	HERE	Vincenzo	HERE
Murzyn	HERE	West	HERE
Smith	HERE		
	Seven (7) Present		Zero (0) Absent

**SWEARING IN:** Council President Jim Velas administered the oath of office to newly elected Council Members Holly West and Lucian Murzyn and re-elected Councilman Mike Smith.

**MINUTES:** Council President Jim Velas confirmed all Councilmembers received the minutes from the December 18<sup>th</sup> Council Meeting. Councilwoman Lipscomb made a motion to approve the minutes from December 18, 2023, Council Meeting; motion seconded by Councilwoman Butler.

**ROLL CALL:**

Butler	YES	Thrash	YES
Lipscomb	YES	Vincenzo	YES
Murzyn	YES	West	YES
Smith	YES		

Roll Call Vote: Seven (7) YES Zero (0) NO Zero (0) ABSTAIN Zero (0) ABSENT

Motion Carried

**NEW BUSINESS:** Councilwoman Lipscomb motioned to appoint Councilman Mike Smith as President Pro Tempore of the Council, seconded by Councilman Vincenzo.

**ROLL CALL:**

Butler	YES	Thrash	YES
Lipscomb	YES	Vincenzo	YES
Murzyn	YES	West	YES
Smith	ABSTAIN		

Roll Call Vote: Six (6) YES Zero (0) NO One (1) ABSTAIN Zero (0) ABSENT



**ST. CLAIRSVILLE CITY COUNCIL**  
**January 2, 2024 Meeting**

**CITIZEN HEARING:** None

**CORRESPONDENCE:** None

**REPORTS:**

**Mayor Kathryn Thalman [ABSENT]** No report.

**Service/Safety Director Jeremy Greenwood** reported 53 waterline breaks this year, the same as last year. Of the 53 breaks, 26 were caused by the water distribution project, one from the I-70 project, and 26 from other parts of the City. Additionally, 277 nodes reporting water meter readings have been changed this year. The nodes require frequent battery replacements, an ongoing issue for the past four years. The West End Waterline project and the Ohio EPA backup generator grant are progressing well. The generator has been installed on the concrete pad but needs to be flipped around and connected. The property at the south end of the bike trail was also closed last week. The leaf pickup service is still available; anyone who wants to use it should call the city building and provide their address. The City is waiting for equipment for various departments, but they continue working on their usual tasks. When a snow emergency is possible, legislation states no on-street parking should exist for two inches of snow or more.

Councilman Thrash asked Mr. Greenwood if the issue on Spring Street was fixed. Mr. Greenwood stated that he believed it had been looked at and would need to verify. Furthermore, Councilman Thrash asked if the flagpole had trimmed the limb at the Rec Center. Mr. Greenwood confirmed that it has been cut.

Councilman Smith asked how much the City paid for the property at the South End of the Bike Trail. Mr. Greenwood stated that the City was responsible for \$13,822 out of the \$41,465 paid for the property. Furthermore, Councilman Smith asked how long it would be until the property is open to the public. Mr. Greenwood stated that once the trails are up and running, they will be available to the public, but the way things are going, it will be a while.

During the meeting, Councilman Vincenzo requested a list of vehicles the City owns. He asked for the year, mileage, and model information and mentioned receiving a report from Mr. Greenwood on the same topic last year. In the previous meeting, the council had raised concerns about the finance budget, particularly the allocation of \$100,000 for sewer trucks. They also discussed the need for a dump truck. Mr. Vincenzo pointed out that the City already owns six dump trucks based on last year's list. However, Mr. Greenwood explained that the problem is with the mini excavator that the City has in the trailer. The excavator is grossly overweight and is causing damage to the transmissions of the existing trucks. Therefore, the City needs a bigger dump truck to carry the excavator. Mr. Greenwood further clarified that once the City acquires the bigger dump truck, they might consider getting rid of one of the smaller ones. However, they are still assessing the situation.

**Police Chief Matt Arbenz** presented the year-end report for 2023. During the year, his department received and handled 5,240 calls and complaints. There were four instances where



**ST. CLAIRSVILLE CITY COUNCIL**  
**January 2, 2024 Meeting**

the SWAT team was called out, 117 crashes occurred, and 358 arrests were made. Additionally, there were 33 warrants and 44 domestic cases. They also conducted 1,402 traffic stops. All officers are in good health. However, Officer Porter is on family leave to care for his new baby daughter.

**Finance Director Annette Whealdon** welcomed Lucian and Holly to the team and congratulated them. In addition, she would like to express her gratitude to the team she worked with. Furthermore, Annette noted that the legislation for the meeting comes every January, which is usually the first part of the budget. It transfers funds from the general fund to the rec center, police department, and street department because they operate from the general fund.

**Planning & Zoning Administrator Tom Murphy** shared some exciting news regarding the Trinity St. Clairsville neighborhood Hospital with the council. The builder has been in contact with the city for the last two weeks, finalizing the plans for the project. The city has already issued a demolition permit for the metal portion of the old NAPA building so that they can proceed with the demolition at any time. The masonry building that's there will remain and be used in the new project. The engineering team is reviewing the stormwater management plan sent to the city last week. They plan to start the project in the spring, providing about a hundred jobs in a new state-of-the-art building. The Planning Commission is set to meet next week, and there are some rough drafts of possible temporary and seasonal business guidelines and food truck guidelines for discussion. The Board of Zoning Appeals will meet on Thursday, January 18th, at 6:00 PM. The Belmont Zen Center requests approval for conditional use home occupation at 120 North Market Street. James Casebolt lives at this address and is requesting the establishment of a religious meeting space for the center. All are welcome to attend that meeting.

**COMMITTEE REPORTS:**

**Finance Chair Don Vincenzo** No report.

**Utilities Chair Terra Butler** reported a meeting before the Council Meeting to discuss the monthly billing report and the yearly water break report.

**Police Chair Mike Smith** No report.

**Streets – North Side Chair Terra Butler** No report.

**Streets – South Side Chair JC Thrash** No report.

**Safety Chair JC Thrash** No report.

**Buildings and Grounds Chair Don Vincenzo** No report.

**Planning Commission Chair Kristi Lipscomb** reported the Planning Commission would convene the following Monday, either in the Council Chambers or the room, at 6:00 PM to discuss proposed planning and zoning code changes concerning temporary, seasonal businesses and mobile food truck units. Tom has researched these proposed changes at the committee's



**ST. CLAIRSVILLE CITY COUNCIL**  
**January 2, 2024 Meeting**

request. Though there may not be any formal recommendations after the meeting, they hope to have enough guidance to draft a potential section of the code that will be formalized before the Planning Commission. A public hearing will be required for this and will be notified in the newspaper. The next step would be the Planning Commission's recommendation to the city council, which will then take the matter forward.

**Fire Chair Mike Smith** No report.

**Recreation Chair Kristi Lipscomb** No report

**Park District Chair Lucian Murzyn** No report.

**ORDINANCES & RESOLUTIONS: Law Director Elizabeth Glick**

**FIRST READING**

**Ordinance No. 2024-01 - AN ORDINANCE TO MAKE INTERFUND TRANSFERS FOR THE NORMAL EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ST. CLAIRSVILLE, STATE OF OHIO, FOR THE PERIOD JANUARY 1, 2024, THROUGH DECEMBER 31, 2024 AND DECLARING AN EMERGENCY.**

A motion was made by Councilman Smith that the rules requiring three separate readings be suspended on Ordinance No. 2024-01 and that the Ordinance, be passed on an emergency basis; seconded by Councilman Thrash.

**ROLL CALL:**

Butler	YES	Thrash	YES
Lipscomb	YES	Vincenzo	YES
Murzyn	YES	West	YES
Smith	YES		

Roll Call Vote: Seven (7) YES Zero (0) NO Zero (0) ABSTAIN Zero (0) ABSENT

Motion Carried

Councilman Smith made a motion to approve Ordinance No. 2024-01, the motion was seconded by Councilman Thrash.

**ROLL CALL:**

Butler	YES	Thrash	YES
Lipscomb	YES	Vincenzo	YES
Murzyn	YES	West	YES
Smith	YES		

Roll Call Vote: Seven (7) YES Zero (0) NO Zero (0) ABSTAIN Zero (0) ABSENT

Motion Carried





**ST. CLAIRSVILLE CITY COUNCIL**  
**January 2, 2024 Meeting**

**ADJOURNMENT:** With no further business to come before Council, Councilman Thrash made a motion to adjourn; seconded by Councilman Smith. The meeting was adjourned at 7:43 P.M.

The next meeting will be Tuesday, January 16, 2024, at 7:00 P.M. All Councilmembers will be present at the City Building for the next meeting. Members of the public are encouraged to attend the meeting in the Council Chambers.



---

Jacob DeBertrand, Council Clerk



---

Jim Velas, Council President

