

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 12, 20 26

Rittman City Council Met in a
REGULAR MEETING
Monday, January 12, 2026
7:00 p.m.

Members Present: Don Sweigert, Hayward, Amanda Nelson, Rich Schumacher, Melissa Shows and Nick Huff
Members Absent: None
Presiding: Mayor Rudy Arnold

The invocation was given by Ken Mann followed by the pledge of allegiance.

Oaths of Office

- a. Matthew D. Simpson – Law Director – One Year Term
The Oath was administered by Mayor Rudy Arnold

Workshop

a. Requested by Don Sweigert for the Primary Purpose to Discuss a Performance Evaluation System for City Manager, Law Director, Finance Director and Clerk of Council. Sweigert asked about the procedures for new hires and if there were set evaluations during their first year. Shows replied that for the appointed employees there were no set evaluations during the first year. Marcum stated that at hire, it was discussed that there would be evaluations completed at 90 days and at 6 months due to contract and compensation. No evaluation has been completed as of yet. Shows stated that she and the council president had met with Marcum twice during the year for discussions. Nelson stated that we have a procedure in place that has been utilized for a few years. Shows stated that the procedure was put in place in 2022. She was one of the Council Members who started the evaluations. They spoke with all department heads and office employees for their input due to the fact that the Council Members only see the City Manager maybe twice a month and don't interact on a daily basis. Shows also stated that she would email the guidelines that she used to give the council. More conversation was held regarding this issue, and it was decided that once Council reviewed the documents that will be provided to them; they will revisit this issue if necessary.

b. Credit Cards/Gift Card Policy. Marcum stated that Home Depot gift cards are obtained from points from the Amex Card. She would like to change the policy to get Amex gift cards instead of the Home Depot cards. She stated that all departments would benefit from being able to purchase needed items, not just wood and nails from Home Depot. Simpson stated that he would update the Policy and provide it to Council.

Approval of Minutes

- a. December 1, 2025. Shows moved to approve, all Yeas on roll call and motion carried.
- b. December 15, 2025 Special Meeting. Nelson moved to approve, all Yeas on roll call and motion carried.

Citizens Forum

Jerry McAvinew – 80 Bellevue – stated that there is uneven concrete on the sidewalks and streets near his house. Something needs to be done.

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Brandon Aamot – 65 Beech Street - attended the Council Meeting to inform Council that the sewer backed up into his basement. The plumber stated that it was the Cities’ fault as to why this happened. Mr. Aamot stated that the Cities insurance would not cover the incident. He wants to know that the infrastructure plan is to keep this from happening again. Beshara stated she would look into this situation.

Mike Brown and Ken Mann – issued an open invitation for anyone to take a tour of the wastewater treatment plant and the water plant to see how they operate.

Theresa McAvinew – 80 Bellevue – attended the meeting and spoke regarding the bad shape the sidewalks are in with their cracks and unevenness.

Beth Nelson - 288 N. Metzger – inquired if there was community input in evaluating the City Manager and Finance Director. Missy Shows answered, no.

Old Business

None

New Business

a. Res. No. 8503 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Appointing a Charter Review Commission and Declaring an Emergency. Three Readings. Res. No. 8503 was read on first reading. Nelson moved to suspend the rules, upon roll call Schumacher – Yes, Huff – Yes, Shows – Yes, Hayward – No, Sweigert -Yes, Nelson – Yes and **motion carried**. Nelson moved to adopt. Discussion was held regarding how the names were chosen. Also discussed was what made a nominee ineligible. Upon roll call Schumacher – Yes, Huff – Yes, Shows – Yes, Hayward – No, Sweigert -Yes, Nelson – Yes and **motion carried**.

b. Ord. No. 8504 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Creating Chapter 946, Illicit Discharge and Illegal Connection Control, of the Codified Ordinances and Declaring an Emergency. First Reading. Ord. No. 8504 was read on first reading. Hayward moved to place on second. Discussion was held regarding why this needed to be created by the EPA. It was suggested that a representative attend the next meeting to explain it to Council. All Yeas on roll call and **motion carried**.

c. Ord. No. 8505 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending Chapter 1105, Stormwater Runoff Control Criteria, of the Codified Ordinances and Declaring an Emergency. First Reading. Ord. No. 8505 was read on first reading. Schumacher moved to place on second, all Yeas on roll call and **motion carried**.

d. Ord. No. 8506 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending Chapter 1180 Erosion and Sediment Control, of the Codified Ordinances and Declaring an Emergency. First Reading. Ord. No. 8506 was read on first reading. Shows moved to place on second, all Yeas on roll call and **motion carried**.

e. Res. No. 8507 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Supporting the Ohio Commission for the United States Semi Quincentennial (AMERICA 250-OH) and Declaring an Emergency. Three Readings. Res. No. 8507 was read on first reading. Sweigert moved to suspend the rules, all Yeas and **motion carried**. Schumacher moved to adopt, upon roll

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call Schumacher – Yes, Huff – Yes, Shows – Yes, Hayward – Yes, Sweigert -Yes, Nelson – Abstain and **motion carried.**

City Manager’s Remarks

Recreation Center News - Since the start of the membership sale, 267 memberships have sold (as of 1/9/2026), which consists of renewal and new memberships, (563 total individuals). This is an estimated increase of 5% in new memberships. The sale ends January 14th and historically many wait until the last minute to renew.

Our hiking challenge at the WJR Nature Preserve was a great success (runs September, October and November)

The Chamber/City Candyland Christmas program and tree lighting event had over 120 people in attendance. Thanks to the Rittman Interlude Jazz Ensemble for adding their beautiful voices to the program and Mayor Arnold for reading the ‘Twas the Night Before Christmas, right before we lit the trees. Thanks to Amanda Nelson and the Chamber for coordinating this event.

The Santa Delivery Toy Program, throughout our neighborhoods, was a great success for our first year. Thanks to Fire Chief Kyle McDonald for driving Santa through town. Rookie Sports, volleyball and basketball start back up this week. The Clashing Steel fencing club also comes back from break. This program consists of adults and children.

The Cloverleaf swim team has been back since November.

Our senior fitness classes average 27 per class. Our senior breakfasts return this month and run through April. This breakfast is funded in part by a NOPEC grant. Bingo continues to be popular amongst our seniors. New crafting classes are coming soon and a Valentine cookie decorating class will be held in early February, for all citizens.

Utilities Department News - Here are the latest updates for the improvements to the wastewater treatment plant. The wet well has been completed including cleaning all the grit and debris. The new rails and fittings for all 5 pumps have been installed. Stanley Miller has installed the new drain for the sludge holding tent and they have just received the aeration diffusers and started on removal and cleaning of the first aeration tank. This will take at least a month or longer to complete. Clarifier parts are not expected to arrive until late March. Our team meets monthly with our engineer and Stanley Miller for any updates.

Police Department News - We are happy to announce that Police Chief Robert Shows signed a one-year contract, upon his retirement from Ohio Police and Fire. Chief Shows has been a Rittman Police Officer for 33 years and is now beginning his 34th year. We are pleased and honored that Chief Shows will continue in his current role.

Fire Department News - Ladder 56 has had the necessary repairs made and is now back in-service. The total for repairs was just under \$33,000 which **does not** include the replacement of eight (8) tires that still needs completed. The major components (extension cylinders) that failed the previous inspection were still able to be rebuilt. There were a few minor repairs (gauges, cradle pads, etc.) that were replaced or repaired while it was there.

The technician explained that most of the components are "long past their usable life" and can no longer be replaced, or in most cases, repaired.

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At this time, the unit is in proper working order to receive our 2025 inspection certificate to be compliant with ISO. 2026 inspection is soon to be scheduled. We will need to make future plans to replace Ladder 56.

We have extended the full-time testing date to January 26, 2026, as we discovered there was no physical agility test available in December.

Service Department News - The final leaf collection took place last week. Kudos to our crew who worked in some adverse conditions to get the work completed.

As you will see, we have a first reading for our new stormwater discharge chapters. This is mandated by the EPA. Thank you to Chuck, Joan and Matt for working with GPD on this very important update to our codified ordinances.

I received news that we received the OPWC grant to resurface Hickin from Sterling to Rittman Road. This work will commence in 2026. The engineer's estimated cost is \$310,000 and the city will receive \$278,602. Thank you to OPWC for approving this grant.

I spoke with the owner of the IGA shopping center and he is selling for personal reasons and stated that the leases run with the land, which is good news. I also spoke with the owner of Subway and due to the rent being increased is the reason he closed Subway. He stated he has no intentions of opening in another location in Rittman. I asked him to please call if he wishes to reopen and to let us know if there is anything we can do to help him.

WENS – we have reactivated the WENS system for emergency notifications. You can sign up through our website for City and County emergencies.

Finance Director's Remarks

The November and December 2025 financial reports reflect that the City closed the year in a stable financial position. Overall revenues met or exceeded budget expectations, while expenditures remained below budget across most funds. Variances observed in funds are primarily the result of capital project timing and grant reimbursement cycles rather than operational shortfalls.

The City enters 2026 with stable operating funds, controlled expenditures, and adequate reserves. No corrective actions are required at this time, though staff will continue to monitor fund performance closely.

a. **Approval of Financial Report for November, 2025.** Shows moved to approve, all Yeas on roll call and **motion carried.**

b. **Approval of Financial Report for December, 2025.** Nelson moved to approve, all Yeas on roll call and **motion carried.**

Council Remarks

Hayward – thank you to everyone for attending. It was great to see so many people attending and will look into the issues discussed during Citizens Forum.

Schumacher – thank you to everyone for attending, it's good to see community involvement.

Sweigert - thank you Council and Missy for explaining the review process. He would like to add another Citizens Forum at the end of new business, so citizens have the opportunity to ask questions or respond.

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Shows – thank you everyone, it’s great to see a full crowd. Please reach out to me with any questions.

Huff - thank you. Again, reach out with questions.

Nelson – Candyland Christmas and delivering gifts went well. Thank you to the volunteers and fire department. Regarding America’s 250 Resolution, there will be more information to come. The Annual Banquet is March 5th, the Mayor and City Manager will be speaking and administering out awards. Let Garrick know if you wish to purchase tickets and attend.

Adjourn: 8:30 p.m. Nelson moved to adjourn, all Yeas on roll call and **motion carried.**



Mayor



Clerk of Council