

**MINUTES OF THE MEETING**  
**OF**  
**LEIPSIC TOWN COUNCIL**  
**Held September 8, 2025**

**1.0 Meeting Details & Call to Order**

September 8, 2025 7:00 PM Leipsic Town Hall, 207 Main Street, Leipsic, Delaware

Mayor Jim Fox officially called the meeting to order at 7:00 PM and opened it with the Pledge of Allegiance.

**2.0 Attendance**

Council Members Present	Council Members Absent
Mayor, Jim Fox Secretary, Deborah McKeever Treasurer, Josh Miller Councilwoman, Martha Wilkinson Councilwoman, Donna Ortelli	Deputy Mayor, Mike Parenzan

**3.0 Approval of Previous Minutes**

Upon motion duly made and seconded, minutes of the July 7, 2025 were unanimously approved. Councilwoman Ortelli abstained from the vote due to her absence from the July 7, 2025 meeting.

**4.0 Building/Land Use Applications and Permits.**

Mayor Fox called for any new building or land use applications. None were brought forth at this time.

**5.0 Reports**

5.1 Treasurer's Report was presented by Treasurer Josh Miller, summarizing the town's financial position for the preceding three months.

- Total Assets as of June 30, 2025: \$174,009.54
- Net Income for June 30, 2025: \$5,376.80
- Total Assets as of July 31, 2025: \$176,135.53
- Net Income for July 2025: \$2,125.99

- Total Assets as of August 31, 2025: \$194,819.92
- Net Income for August 2025: \$18,684.39

Upon a motion duly made and seconded, the Treasurer's Report was unanimously approved.

5.2 Tax Collector's Report was presented by Tax Collector Vicky Antoniou detailing collection activities from July 7, 2025, through September 8, 2025.

- Total Bank Deposits: \$26,320.71
- Properties Paid (2025-2026 Tax Year): 84 out of 132
- Properties with Outstanding Taxes (All Years): 48
- Total Outstanding Taxes Due: \$20,384.62

Upon a motion duly made and seconded, the Tax Collector's Report was unanimously approved.

5.3 Planning and Zoning Commission Report was presented by Chairperson Brian Geller. The report highlighted the commission's recent activities, including its ongoing research to prepare for the Comprehensive Plan 2029 updates and developing a resident questionnaire for citizens' feedback on town planning. Additionally, the report noted that the Council had successfully conducted a virtual (e-mail) unanimous vote to approve a deck replacement permit for the property at 73 West Street.

Upon a motion duly made and seconded, the Planning Commission Report was unanimously approved.

## **6.0 Business Items**

6.1 In-Progress Business (Old Business). Mayor Fox called for any updates on in-progress business. None was reported.

### **6.2 New Business**

- HVAC Repair: Treasurer Josh Miller reported that a Town Hall HVAC unit had been non-operational. The unit was serviced and repaired at a total cost of \$877.50, with the invoice to be paid from the General Funds account.
- Landscaping Payment: A motion was made and seconded to pay Linda Mozick \$250.00 for landscaping services performed at the Town Hall. The motion was unanimously approved.
- ARPA Fund Transfer: A motion was made and seconded to transfer \$3.00 from the ARPA account to the General Funds account. The motion was unanimously approved.
- Street Light Expense: A motion was made and seconded to authorize the use of funds from the Realty Tax Funds account to cover town street light expenses. The motion was unanimously approved.

## **7.0 Public Comment**

Mark Stallman, a resident at 161 Second Street, addressed the Council with concerns regarding missed trash collection, ditch cleaning, and local internet expenses. The Council addressed Mr. Stallman's concerns and thanked him for bringing his observations to their attention.

#### **8.0 Adjournment and Next Meeting**

With no further business to discuss, a motion to adjourn the meeting was made, seconded, and approved.

The next regularly scheduled meeting of the Leipsic Town Council will be held on Monday, November 3, 2025, at Leipsic Town Hall.

Respectfully submitted,

*Deborah McKeever*

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Deborah McKeever, Secretary