

**Regular Administrative Committee Meeting
City Of Virden
City Council Chambers
Thursday September 3rd, 2026**

Meeting called to order by Alderman Karrick at 7:00 PM

Alderspersons in attendance: Bertolino, Neighbors, Donley, Matrisch, Boster, and Karrick

Absent: Carter

Also in attendance: Mayor George Murphy and City Clerk Jon Myint

Audience: None

Comments from Audience: None

Topics:

1. Approval of Minutes of Administrative Committee Meeting Minutes of 08-06-26 and Special Administrative Committee Meeting Minutes of 08-22-26.

Motion: made by Matrisch seconded by Boster to approve Administrative Committee Meeting Minutes of 08-06-26 and Special Administrative Committee Meeting Minutes of 08-22-26. **Motion:** passed with all in favor.

2. THC/Hemp type drinks: Donley reported that if the drink is less than .04% it is ok to sell and no special license is required.

3. Trick or Treating dates and times: **Motion:** made by Bertolino seconded by Boster to take a motion to the Council to allow Trick or Treating on Friday, October 30th, and Saturday October 31st, from 5:00 PM to 8:00 PM. **Motion:** passed with all in favor.

4. Social Media Policy: The Committee agreed that discussion with the attorney is needed as Craven may have some samples from other towns. This issue is to be put on the City Council agenda under Attorney.

5. Council Technology: Karrick spoke about upgrading the city's technology. There would be a start-up cost, but money would be saved in the long run. Major benefits include improved communication, lessen the administrative workload as packets and copies would greatly be reduced, taking notes would

be faster, less time in researching codes, ordinances, and resolutions. Clerk's ability in doing minutes may be improved, and there could be a possibility of streaming or putting videos on the City's web site for improving governmental transparency.

Issue Table: till next Administrative Committee meeting as more research on hardware and software is needed.

6. Kratom Ordinance: Mayor Murphy passed out a draft of a Kratom Ordinance for review. **Motion:** made by Boster seconded by Matrisch to take the Kratom ordinance prohibiting the use, possession, distribution, or delivery of any substance containing MDPV or Kratom to the City Council for approval. **Motion:** passed with all in favor.

7. Gaming/Video Machine Permit: Bertolino inquired on the visible permit sticker system. The idea was help to ensure fee compliance by making inventory easier. Boster is going to work on the stickers and bring his ideas to the next Administrative Committee meeting.

8. Mowing nuisance property when Public Works cannot

There is a property on North Noble St. that has tall grass, ordinance violation has been sent, Public Works is unable to mow due to the gate in the fence being too small for equipment to enter. **Discussion:** should the city hire local contractor to do the mowing. Bertolino recommended since sending a notice in the mail is not working and the house has a for sale sign on it, why not just call the number on the for sale sign, before hiring a contractor. Issue to be put on the September City Council meeting under Attorney.

Executive Session: None

Motion: made by Boster seconded by Matrisch to approve Administrative Committee Executive Session Meeting Minutes of 08-06-26. **Motion:** passed with all in favor.

Additional: None

Motion: made by Boster seconded by Mayor Murphy to adjourn at 7:53 pm.

Motion: passed with all in favor.

Jonathan J. Myint
City Clerk

Date Approved: