



Village of Johnstown Regular Council Meeting Minutes Tuesday, January 7, 2014

CALL TO ORDER

Mayor Sean Stanart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, January 7, 2014 at 7:00 p.m.

SWEARING IN: Mr. William (Bill) Van Gundy took the Oath of Office and was sworn in as Council Member by Mayor Sean Stanart.

ROLL CALL: Mrs. Carol Van Deest: present; Mr. David Keck: present; Mayor Sean Stanart: present; Mrs. Sharon Hendren: present; Mr. Bob Orsini: present; Bill Van Gundy: present.

IN ATTENDANCE – PUBLIC: Jerry Pulley; Cheryl Robertson; Bill Dyer; Marvin Block; Rebecca Sparks; Conner Medcalf; Andrew King with This Week News; Kevin Riffe; Joyce Evans; and David Barr.

IN ATTENDANCE – STAFF: Jim Lenner- Village Manager/Planner, Jim Blair- Zoning Inspector, Jack Liggett-Service Director, Don Corbin-Chief of Police, Newt Long-Service Department, Teresa Monroe-Clerk of Council, Jamie Decker and Gary Long with CH2M Hill Engineers, Inc.

INVOCATION: Given by Bob Orsini

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION: For the purpose of interviewing applicants for Village Council

Mayor Stanart stated that there would be an appointment and swearing in of the new Council Member at the conclusion of the Executive Session. Sharon Hendren motioned to adjourn to Executive Session with members of Council. David Keck seconded and the vote was as follows: Carol Van Deest; yes, David Keck; yes, Mayor Sean Stanart; yes, Sharon Hendren; yes, Bob Orsini; yes, Bill Van Gundy; yes. **The motion passed 6-0** and Executive session began at 7:04 p.m. and ended at 8:45 p.m.

MOTION: Bob Orsini motioned to appoint Cheryl Robertson to Johnstown Village Council. Sean Stanart seconded and the vote was as follows: Carol Van Deest; yes, David Keck; yes, Mayor Sean Stanart; yes, Sharon Hendren; yes, Bob Orsini; yes, Bill Van Gundy; yes. **The motion passed 6-0**

SWEARING IN: Cheryl Robertson took the Oath of Office and was sworn in as Council Member by Mayor Sean Stanart. Ms. Robertson took her seat at the Council table.

ELECTIONS

Mayor: Mayor Sean Stanearth asked for all interested in being nominated for Mayor to make it known. David Keck and Sean Stanearth both said they were interested. Sharon Hendren **motioned to re-appoint Sean Stanearth** for Mayor. Bill Van Gundy seconded and the vote was as follows: Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Cheryl Robertson; yes, Sean Stanearth; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 7-0**

Council President: Mayor Sean Stanearth asked for all interested in being nominated for Council President to make it known. Sharon Hendren said she was interested. Mayor Stanearth **motioned to appoint Sharon Hendren** as Council President. Carol Van Deest seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Mayor Sean Stanearth; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 7-0**

Acting President of Council: This position would normally be filled by the most senior Council member who is Sharon Hendren. Because she has now been appointed Council President, the position will defer to the next senior member who is **David Keck**.

APPROVAL OF MINUTES: December 10, 2013

David Keck motioned to approve the minutes as presented. Mayor Stanearth seconded and the vote was as follows: Cheryl Robertson; abstain, Bill Van Gundy; abstain, Bob Orsini; yes, Sharon Hendren; yes, Mayor Stanearth; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 5-0 with 2 abstentions**

PUBLIC COMMENTS: Mayor Stanearth opened the floor for public comment. No comments were offered and Mayor Stanearth closed the floor for public comment.

VILLAGE MANAGER REPORT - January 7th, 2014

Council Committee and Commissions

Planning & Zoning will meet January 8th to elect a chair and vice chair for the year. Also being discussed is the pending sale of the former nursing home, major remodel of Wendy's and set goals for the year.

Economic Development Policy Committee – I would like to schedule a meeting with the committee as soon as possible.

Rec Center/American Legion Lease Committee - I would like to schedule a meeting with the committee as soon as possible.

Economic Development

At the January 21st, 2014 meeting, a concept plan for a new business park will be discussed. We will need to discuss the next steps with the support of Council.

Private Development

The Greens of Kyber Run is 75% completed. There have been a few issues that we continue to work with the developer to correct.

Capital Improvement Projects

SR-37 Repaving – Plans to include curbing from Pratt Street to Jersey Street are due to ODOT by the end of January.

Downtown Streetscape Phase I & II – The project has finished. As part of a separate project, we have installed bollards (bell shaped) to protect the corners of the SR 37 & US 62 intersection. Less than 10 hours after installation, one of the bollards was torn out by a semi-trailer. The driver was cited for failure to control and will be ordered to pay for replacement of the bollard and concrete.

Raccoon Creek Pedestrian Bridge – The Village Engineer has started engineering on the bridge. Engineering will be completed in 2014 and construction will begin in 2015. The engineer has sent notification letters to the effected property owners and has only heard from one.

US 62 Two Way Left Turn Lane – ODOT has issued a notice for interested consultants that will be due to the Village by January 17th. The Village will choose a consultant to provide design services for the two way left turn lane. The notice can be found here <http://www.dot.state.oh.us/Divisions/Engineering/Consultant/RFPLOILPA/lpa7.pdf>

Park & Recreation Master Plan - I have received two proposals for the planned parks and recreation master plan. Both proposals come under the planned \$25,000 and have different approaches.

Administration

State of the Village Address – I would recommend February 4th to hold the Address. We would then continue with the balance of the agenda after.

2014 – 2015 Goal Setting – I would like some time in the near future to sit down with Council and decide on our goals for the upcoming year(s). We have drafted and adopted the Guiding Principles document. Using this document I would like to discuss the expectations of Council.

2014 Annual Budget – Our 2013 books will close on January 9th, 2014. Final revenue and expenditure numbers will be available after.

Moving Ohio Forward Grant – The Village successfully demolished three structures in the Village in 2013. We have received 100% reimbursement on the first and awaiting reimbursement on the final two.

Transportation Asset Management Plan – The project has been completed. The findings and recommendations from the project will be reported to Council on January 7th, 2014.

Holbrook Annexation – The Village Law Director has not been successful in contacting Mr. Holbrook regarding his intention to annex into the Village as previously promised to the Village. I will be sending a courtesy certified letter to the businesses (Mr. Holbrook's tenants) to inform them their water will be terminated. I will be asking for Council support January 21st to terminate water service.

Land Development – We are seeing more and more developers and property owners inquiring about our regulations as they pertain to development. For example, the Rice property across the

street from the Village office was recently put up for sale. Another property seeing more action is at the corner of Clark Drive and US 62.

Personnel – Congratulations to Patti Barlitt who recently earned her Class II EPA water operator license. Resolution #2014-03 increases her salary based on the license as is procedure with the water and wastewater employees.

Respectfully Submitted,



Jim Lenner

CALL FOR SPECIAL MEETING

Mayor Staneart called for a Special Council meeting to discuss 2014-2015 Goal setting. The meeting will be held before the regular Council meeting on February 4, 2014 at 5:30 p.m.

PRESENTATION – Transportation Asset Management (TAM) Plan Presentation

Mr. Lenner said the primary focus for this study enables us to answer questions from residents like why aren't you paving this road or can you pave that road. Mr. Lenner said that he believed that at least from an administrative standpoint, we should have something like this, that is cohesive and all-encompassing, that looks at the entire roadway system so that people know that there are facts and proof behind the decisions being made and that we have done our homework.

Jamie Decker with CH2M Hill Engineering presented Village Council with a power point of TAM Study findings. This study looked at the paving maintenance history in the Village, the current maintenance methods and costs, and includes results for the Village's roads and what the next steps should be. See Attachment A

LEGISLATION

A. RESOLUTION NO. 2014-01 A RESOLUTION SETTING APPOINTMENTS FOR MAYOR, PRESIDENT OF COUNCIL AND ACTING PRESIDENT OF COUNCIL, AND ESTABLISHING COMMITTEES OF COUNCIL AND SETTING COUNCIL MEMBER APPOINTMENTS THEREOF EFFECTIVE JANUARY 2014. *Introduction/Public Hearing/Vote*

Mayor Staneart introduced Resolution 2014-01 and worked with Council to make appointments. Mayor Staneart then read the resolution with all of the Council Members elected and Committee appointments for 2014. The appointments were as follows:

Mayor	Sean Staneart
Council President	Sharon Hendren
Acting Council President	David Keck

Finance Committee: David Keck, Bob Orsini, Sean Staneart

Economic Development Policy Committee: Sean Staneart, Carol Van Deest, Cheryl Robertson

Recreation Center Lease Committee: Sharon Hendren, Sean Stanearth, Bob Orsini

Rules Committee: David Keck, Carol Van Deest, Cheryl Robertson

Safety & Service Committee: Bill Van Gundy, Sharon Hendren, Sean Stanearth

Planning & Zoning: Sean Stanearth

Personnel Board of Review: Bill Van Gundy, Bob Orsini, Sharon Hendren

Jim Lenner said that the first time each committee meets they will elect a chair.

David Keck motioned to approve Resolution 2014-01. Carol Van Deest seconded and the vote was as follows: Carol Van Deest; yes, David Keck; yes, Sean Stanearth; yes, Sharon Hendren; yes, Bob Orsini; yes, Bill Van Gundy; yes, Cheryl Robertson; yes.

The motion passed 7-0

B. RESOLUTION NO. 2014-02 A RESOLUTION TO APPOINT A VILLAGE LAW DIRECTOR, VILLAGE PROSECUTOR, VILLAGE ENGINEER, AND VILLAGE AUDITOR TO SERVE THE VILLAGE AND ITS' EMPLOYEES FOR THE YEAR 2014. *Introduction/Public Hearing/Vote*

Mr. Lenner introduced the resolution and said that he would have liked to have had Request for Qualifications (RFQ) for Law Director and Prosecutor however, due to time constraints it just was not possible so we will maintain them this year and in August or September will do RFQ's and shop around. Mayor Stanearth said he agreed and thought that it had been 2010 since we had done that and we are due for the process. Mr. Lenner added that the current appointees may still be recommended in 2015 but it is a good thing to do. The appointments are as follows:

Village Law Director:	David Wigginton
Village Prosecutor:	Mark Gardner
Village Engineering Firm:	CH2MHILL
Village Auditing Firm:	Auditor of State of Ohio

Bill Van Gundy motioned to approve. Mayor Sean Stanearth seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Sean Stanearth; yes, David Keck; yes, Carol Van Deest; yes.

The motion passed 7-0

C. RESOLUTION NO. 2014-03 A RESOLUTION AMENDING THE WAGE AND SALARY STRUCTURE FOR AN EMPLOYEE OF THE VILLAGE OF JOHNSTOWN. *Introduction/Public Hearing/Vote*

Jim Lenner introduced the resolution and said that Patti Barlitt earned her Class II Water Supply Operator License and subsequently will have more responsibility and her salary will increase. Bob Orsini asked, not in reference to this situation, if there were potential for others to earn their certification and then not function in that classification but would be demanding the higher wage because the resolution requires it. For example, could we have other employees go get their certification and then where we only have one or two needed for the job we now have five certified and you are paying five people to do the job of two. Jack Liggett (Service Director) responded that in the thirty three years he has been here he has never had that happen but that it could happen however unlikely. Jack explained some details of the certification process and the time involved in acquiring such new licensing. Mr. Orsini clarified that he does not want to discourage personal growth and that he wants to take care of our good people, he just wants to

make sure we are not exposed and it sounds like we are not. Mr. Orsini asked Jack to bring it to Council's attention if he ever saw this becoming an issue in his budget. Mr. Keck said even if we did have someone receive a raise in classification that was not immediately needed, it still would be good to have a replacement in the case of an illness or injured worker. Mr. Liggett said he thinks we are ok at this point and that Council will see these come through periodically because the younger workers are coming in and wanting to better themselves. Mr. Orsini said that's a good thing and to please extend his congratulations to Patti.

Carol Van Deest motioned to approve Resolution 2014-03. David Keck seconded and the vote was as follows: Carol Van Deest; yes, David Keck; yes, Sean Staneart; yes, Sharon Hendren; yes, Bob Orsini; yes, Bill Van Gundy; yes, Cheryl Robertson; yes.

The motion passed 7-0

OTHER BUSINESS

Mayor Staneart said that it is not often that we have our employees here that are not directors and asked Newt Long to introduce himself. Newt has been with the Village for a little over a year, he was hired in at the wastewater facility. He has a college degree in Science. Mayor Staneart said he had heard good things about him and thanked him for his work and for being here.

EXECUTIVE SESSION: Discussion of employment, discipline, demotion, or dismissal of a public employee.

Mayor Staneart asked to include Jim Lenner in the session and noted for the public that there would be no decision after.

Mayor Staneart motioned to adjourn to Executive Session with members of Council and Jim Lenner. Carol Van Deest seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Mayor Sean Staneart; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 7-0**

Executive session began at 10:15 p.m. and ended at 10:45 p.m.

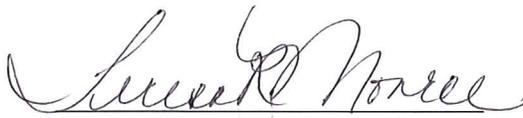
ADJOURNMENT: There being no further business to come before Council, Mayor Staneart made a motion for adjournment. Carol Van Deest seconded and all were in favor.

Motion passed 7-0.

Thereupon, the meeting adjourned at approximately 10:45 p.m.

RESPECTFULLY SUBMITTED

APPROVED AS PRESENTED


Teresa Monroe, Clerk of Council


Mayor Sean Staneart

