Village of Johnstown
Regular Council Meeting Minutes
Tuesday, February 18, 2014

CALL TO ORDER
Mayor Sean Staneart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, February 18, 2014 at 6:59 p.m.

ROLL CALL: Cheryl Robertson; present, Bill Van Gundy; present, Bob Orsini; present, Sharon Hendren; present, Mayor Sean Staneart; present, David Keck; present, Carol Van Deest; present.

IN ATTENDANCE – STAFF: Jim Lenner- Village Manager/Planner, Jim Blair- Zoning Inspector, Don Corbin-Chief of Police, Glen Hacker-Service Department, Patti Barlitt-Service Department, Tim Perry-Service Department, David Wigginton-Village Law Director, Teresa Monroe-Clerk of Council

IN ATTENDANCE – PUBLIC: Charlie Sullivan-American Legion Post 254, Bruce Tolle-American Legion Post 254, Mark Weiner, Andrew King-This Week News

INVOCATION: Given by Sharon Hendren

PLEDGE OF ALLEGIANCE

MOTION

Mayor Staneart motioned to amend the agenda to add a second Executive Session following the Executive Session for the purpose of Personnel/Discussion of employment of a public employee. Bob Orsini seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Mayor Staneart; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 7-0**

STATE OF THE VILLAGE ADDRESS

Village Manager Jim Lenner presented a power point that recalled accomplishments in 2013 and goals for 2014. The presentation began with remembering Council Members who have left office: Kevin Riffe, Joyce Evans, Chris Speck, and Tom Fagan. Mr. Lenner thanked them for their hard work and service while in office. New Council Members introduced this year are: Bob Orsini, Bill Van Gundy, and Cheryl Robertson. Mr. Lenner said that in the large picture of 2013 a lot of things were discussed and debated on where we should place our priorities and our emphasis on policies; the end result was the creation and adoption of Johnstown's Guiding Principles Document. Emphasis was placed on Economic Development, Financial Stability, and Public Safety, among ten policy priorities. A vision for the Village was developed in a mission

statement that we strive to meet every day. Acting in accordance with these guiding principles, the Village started discussing a new business park on the west side of the Village while still maintaining the viability of an existing park. Mr. Lenner said that we are in the infancy of a new Economic Development Committee that will help draft and implement the Village's first Economic Development Plan. These items will help shape our limited resources and what we have available to us and also shape the way our staff goes about their daily tasks. Mr. Lenner said that in the smaller picture, actual things accomplished in 2013 by department are as follows:

Service Department – Includes Water, Wastewater, Streets and Recreation

- Produced over147 million gallons of water for our residents and businesses
- Installed a new 12 inch water main to Duncan Plains Rd. along US 62
- Performed regular maintenance and flushing of our 347 fire hydrants
- Constructed a new bio solids building to upgrade our wastewater facility that has cut drying time and saving thousands of dollars per year in staff and equipment cost
- Purchased a new F-550 plow truck
- Expanded the street sweeping program
- Fixed major drainage problems at Meadow Lane, Post Office, and Kasson Street
- Initiated a pavement preservation program; we have started crack sealing our roadways to extend their useful life
- Creation of the Transportation Asset Management Plan systematically evaluates each segment of roadway within the Village and this allows Village Council and staff to discuss ways and means to put together a comprehensive paving program.
- Demolished the old dilapidated shelter house, and constructed a new shelter house in Hannah's Memorial Park
- New paint in the Recreation Center
- New playground mulch
- Cut down 27 trees at Rolling Meadow Park
- Installed new swings
- Cut back brush
- The park area at the bike path entrance received a much needed upgrade that included a new parking lot, new trees planted, cutting back brush, and repaving of the asphalt path. Thanks to the volunteers of Downtown Johnstown Inc. and the financial support of the Mary E. Babcock Foundation and the Johnstown Area Community Foundation.

Police Department

- One hundred percent conviction rate of drug arrests
- Ninety four percent conviction rate on felony cases
- Placed emphasis on public outreach by starting a Facebook page to alert the public to the activities of the department
- Held demonstrations with our K-9 unit for the Girl Scouts, Cub Scouts, Boy Scouts, Cops and Kids day, Preschools, and Daycares
- Our K-9 assisted the Columbus Police Department at Nationwide Arena, cooperated with a search of the High School and was assisted by the Ohio State Highway Patrol
- To help diversify funding sources, the Police Department established a not for profit 501.3c organization. That organization held a drug interdiction training that invited agencies from all over the state to Johnstown, Ohio. This was the first endeavor by the non-profit status group.

- To promote continuing education within the department, the officers received over five hundred thirty five hours of training.

Finance Department

- The Finance Department absorbed a position of the part time Accounts Payable clerk and assigned those duties to an existing employee.
- Negotiated with many utility brokers and utility to ensure the lowest costs for natural gas and electric
- Negotiated a Health insurance premium decrease for 2014
- Initiated a wellness program for employees to be preventative in their health care
- Invested in an upgrade of billing software to streamline our water billing processes

Zoning Department

- Demolished three dilapidated homes at no cost to the Village using the Moving Ohio Forward Grant
- Removed twenty three disabled cars
- Issued eighteen new single family home permits
- Ordered the demolition of three unsafe barns
- Issued ten new business permits
- Handled many other issues and permits

Administration

- Initiated a new Business Park concept; if completed this would add an additional 680,000 square feet of manufacturing, office and warehouse space to the Village allowing residents to remain close to home for job opportunities and help ease the tax burden for our residents. Although in its infancy, the new park could transform Northwest Licking County as an employment base for years to come. We will continue to investigate how to help the existing and future businesses of our existing business park
- Through the economic development agreement we have with the Grow Licking County Community Improvement Corporation, we have drafted a target industry list and will do active recruitment to bring new jobs to the Village
- The Streetscape project improved the face of downtown with new sidewalks, pedestrian lighting, benches and planters. Mr. Lenner noted that the new light poles are now LED and will reduce the cost of electric generation in the downtown area. We are continuing the pursuit of removing the utility poles from the area.
- Facing funding withdrawals from the Ohio Department of transportation, we were able to help ensure that the Raccoon Creek project was saved and is now scheduled for construction in 2015. This bridge is a key part of safely connecting the commercial end of the Village to the residential areas. The Village will only have to pay twenty percent of construction cost.
- We continue to utilize our relationships with our sister cities Canal Winchester and Chardon Ohio. We contacted them and got advice on professional development, snow removal procedures, and zoning processes. Free exchange between these communities started in 2012 and continued through 2013 at no cost to the Village.

- 2013 was Johnstown's two hundredth Birthday and a huge thank you goes out to those responsible for organizing the many events throughout the year such as the cemetery walk, and giving historical tours of homes and the opera house.
- In 2006 the Licking County area transportation study alerted the Village to safety concerns on state route 62 from Oregon Street to Westview Drive. In 2013 we revisited the study at no cost to the Village and came to the same conclusion that something must be done to help protect the safety of both the pedestrian and vehicular traffic. The Village received over 2.5 million dollars in ODOT funding, $800,000 from the County, and will invest $700,000 of our own over the next four years. Design should start this spring and construction is scheduled for 2018.
- Preparation for City status: 2020 will soon be upon us and that brings the possibility of City status. In the 2010 census Village population was 4,763; only 237 short of becoming a City. With the continued construction of the Leafy Dell neighborhood and the construction of 92 apartment homes in Kyber Run we will certainly add population. Major changes in City status include collective bargaining, maintenance of state highways and other human resource requirements.

Mr. Lenner went on to highlight some items scheduled in 2014:

- We are currently in the process of converting to a fixed based meter reading system which means we will be able access water meter information from our computers without having to send a worker out to the house to check the meter. When fully integrated it will also involve alerting us to too much water passing through a meter such as in the case of a major leak or water line break therefore allowing us to dispatch someone right away to repair the problem. This not only saves our residents personal property but reduces our amount of water that is wasted in such a water break.
- We will also abandon a 4 inch water line on South Main Street and connect existing customers to a 12 inch line.
- We will continue our digital asset management collection (mapping system).
- With one year under our belt, we will continue to expand our crack sealing program to preserve our roadways.
- We will also purchase new picnic tables for people to use at the new Recreation center shelter house
- When South Main Street is repaved this summer we will partner with ODOT to install new curbs on State Route 37 from Pratt Street to Jersey Street (similar to what we did on US 62). Village cost will be $68,000 and will help improve drainage and the aesthetic appeal of South Main Street.
- We will initiate our first ever Park and Rec Plan which will include all of the Village and potentially Monroe Township.
- We will move forward with the Transportation Asset Management plan which will help us identify areas of greatest need and financing of those projects.
- We will also be partnering with surrounding communities to form a mutual aid agreement and a drug task force.
- We will see funding for a new license plate reader for our Police Department
- We will continue to update our Zoning code
- We will continue to investigate ways to make our new business park a reality
- The design for the new turn lane on US 62 will take shape for construction in 2018

Mr. Lenner said that this is an exciting time for the Village of Johnstown and we will continue the momentum that we have established over the last few years and move into 2014 with even better things to come.

Time was made available for questions or comments.

- Sharon Hendren stated that she thought the new water meter reading system was wonderful. Mr. Lenner added that the useful lives of our current system assets are reaching an end so it was a decision to go a new route instead of investing in old technology.
- Patti Barlitt asked what the criteria would be for the industry list selection in the new business park. Mr. Lenner said that we are targeting suppliers of existing business; it is a relatively short list of 8 or 10 target industries.
- Bruce Tolle asked if the Village was aware of the large crack in the new sidewalk downtown. Mr. Lenner replied yes we are aware of it; it is an ODOT project and they are well aware of it also. It will have to be torn out and replaced.

Mayor Staneart closed with a statement. First to the staff; he said you are the reason that a lot of these things are getting done or are going to get done. Secondly; he said Jim Lenner does not give himself enough credit, obviously when you look at this list we ask a lot of this gentleman and his ambition has shown through in the tasks completed and the goals that he has for 2014. Mayor Staneart said that as a Council he thinks it is a good time to thank him for his service and keep up the hard work.

APPROVAL OF MINUTES

February 4, 2014 Special Council
February 4, 2014 Regular Council
February 7, 2014 Special Council

David Keck motioned to approve the February 4, 2014 Special Council and Regular Council minutes en bloc as presented. Mayor Staneart seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Sean Staneart; yes, David Keck; yes, Carol Van Deest; yes. **The motion passed 7-0**

Bill Van Gundy motioned to approve the February 7, 2014 Special Council minutes as presented. Cheryl Robertson seconded and the vote was as follows: Cheryl Robertson; yes, Bill Van Gundy; yes, Bob Orsini; yes, Sharon Hendren; yes, Sean Staneart; yes, David Keck; abstain, Carol Van Deest; yes. **The motion passed 6-0 with one abstention**

CORRESPONDENCE: Mayor Staneart read a card from American Legion Post 254 thanking the Village of Johnstown for its support with the Toys for Tots campaign and donations for the July 4th fireworks display.

PUBLIC COMMENTS: Mayor Staneart opened the floor for Public Comment. There were no comments and Mayor Staneart closed Public Comment.

Jim Lenner provided Council with a memo that he prepared entitled the Village of Johnstown Business Park Guidance Memo. He said this is what we worked with the Engineer to come up with; there is a twelve step process to make it happen and very rough cost estimates are included.

Mr. Lenner asked Council to read through the document and bring it back for discussion at next Council meeting.

WORK SESSION: Policy Priority order

Council agreed that in the interest of this evening's full agenda that they would give the priority lists that they each came up with to Jim Lenner at the end of the meeting then they can be compared and results can be shared at next meeting.

OTHER BUSINESS

EXECUTIVE SESSION: Personnel/Discussion of employment, discipline, or dismissal of a public employee

Mayor Staneart said this will include members of Council, Jim Lenner and Legal Counsel Dave Wigginton.

David Keck motioned to adjourn to Executive Session. 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 7:28 pm and ended at 8:45 pm

EXECUTIVE SESSION: Personnel/Discussion of employment

This included members of Council and Jim Lenner.

Sharon Hendren motioned to adjourn to Executive Session. David Keck 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 8:46 pm and ended at 9:00 pm

ADJOURNMENT: There being no further business to come before Council, David Keck motioned for adjournment. Mayor Sean Staneart seconded and all were in favor.
Motion passed 7-0.

Thereupon, the meeting adjourned at approximately 9:01 p.m.

RESPECTFULLY SUBMITTED

Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED

Mayor Sean Staneart