



## Village of Johnstown Regular Council Meeting Minutes Tuesday May 7, 2013

### **CALL TO ORDER AND ROLL CALL**

Mayor Sean Stanart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday May 7, 2013 at 7:00 p.m.

Roll Call: Mr. Kevin Riffe: present; Mrs. Joyce Evans: present; Mr. Christopher Speck: present; Ms. Sharon Hendren: present; Mayor Sean Stanart: present; Mr. David Keck: present; Mrs. Carol Van Deest: present.

**IN ATTENDANCE – PUBLIC:** Mike Brining with Ohio dept. of Public Safety, Mike Grieco, Susan Straub, Rob Meyer.

**IN ATTENDANCE – STAFF:** Jim Lenner-Village Manager, Jack Liggett-Service Director, Jim Blair-Planning & Zoning Inspector, and Teresa Monroe- Administrative Assistant/Clerk of Council

**INVOCATION:** Given by Mr. David Keck

### **PLEDGE OF ALLEGIANCE**

**PRESENTATION:** Mike Brining, the law enforcement liaison from The Ohio Department of Public Safety (ODPS), presented the Village of Johnstown Police Department with a speed-laser measuring device. The gift was given in appreciation for Officer Smart and Chief Corbin and the departments continued work with ODPS on many programs. The gift was presented to Village Council in Chief Don Corbin's absence.

### **CORRESPONDENCE**

Email from Jerry Pulley complimenting Mike Cain on a great job with snow removal this winter.

### **PUBLIC COMMENTS**

1. Mike Grieco residing at 318 W. Coshocton Street asked Council to address what he believes to be a safety hazard. Mr. Grieco says that there has been a drainage issue since the sidewalk addition on Benedict Drive. Mr. Grieco states that after it rains, water fills up at the driveway apron in front of his home and spreads from there. Jim Lenner informed Council and Mr. Grieco that this is an issue that he is aware of and has consulted ODOT. Mr. Lenner

gave assurances that the problem will be fixed, however it may possibly need to wait until after the coming paving project to see how the roadwork affects the drainage.

2. Susan Straub is renovating and restoring the property at 65 S. Main Street in the historic section of downtown Johnstown. Her plan for the property is a two story restaurant. Ms. Straub is asking Council for any help that can be given for a possible fee reduction with regard to the large cost of the fire suppression system capacity fees. Ms. Straub maintains that she is making a large investment in Johnstown with this new business and is running in to many code issues that other downtown businesses are not required to deal with both because it will be a restaurant and because it will be two-story. Many questions were asked and ideas exchanged with Council. Jim Lenner and Mayor Stanearth recommend drafting a policy for meeting certain monetary investment criteria to give incentive for any business who would want to rehab a historical building within the CRA/historical district boundary. Council agrees that the wording would have to be specific and defined and would need to be looked at by our Law Director.

### **APPROVAL OF MINUTES**

Village Council April 16, 2013

Joyce Evans moved to approve the minutes as presented. Kevin Riffe seconded. The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Stanearth; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

**VILLAGE MANAGER'S REPORT:** Jim Lenner gave his report with the following highlights:

#### **1. ECONOMIC DEVELOPMENT**

Jim Lenner reports that he has fielded numerous calls about potential development. Mr. Lenner says that developers are asking many questions that we need to have standard answers for. He believes that in the next 12-18 months, if not sooner, Johnstown will experience an explosion of residential homes. Mr. Lenner noted that we have completed some items (strategic plan, zoning update, and budget) to help prepare for the expected growth but there are other items to take care of. I would like to establish policies as well as the top three areas of policy that the Administration should concentrate. We should also establish our Village's guiding principles. These items will be critical when making decisions.

*Discussion:* Mayor Stanearth brought up that Johnstown needs to have an annexation policy in place as well. Village Councilmembers and Jim Lenner discussed starting a schedule of work sessions to set priorities for policies. The first meeting should be setting priorities and an agenda for the work session. A date was set for the first meeting 1 hour prior to next Village Council meeting. 6:00 p.m. May 21, 2013. Subsequent work sessions will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of every month from 6:00 p.m.-8:00 p.m. until finished.

#### **2. PRIVATE DEVELOPMENT**

Greens of Kyber Run have started earth moving. They plan to be open August 2013.

#### **3. CAPITAL IMPROVEMENT PROJECTS**

a. **US 62 Repaving** – ODOT has not indicated when this project will start.

**b. Downtown Streetscape Phase I & II** – ODOT has not indicated when this project will start. - Village Council consensus seems to be that waiting until after Fireman's Festival would be best so we don't have a mess for the parade.

**c. US 62 Safety Improvements** – The applications for the two way left turn lane projects will be heard by the Safety Committee of ODOT on May 10<sup>th</sup>. We should have an answer to our application in the first week or two of June.

**d. Service Department Truck** – We have ordered our second and final F-550 from Coughlin Ford. We will have the truck in service in 10 weeks.

**e. Rolling Meadows Park** – We have cut down the last of the damaged trees. The trees will be replaced. We are pricing new equipment to replace the equipment that was damaged in the June 29, 2012 wind storm.

**f. Rec Center** – We have torn out the Rec Center tile floor and replaced it with a painted, non-slip material. Estimates to replace the floor were in excess of \$12,000. We started to patch the tiles but found matching the colors to be impossible. We have now started to paint the walls and will finish with the ceiling.

**g. Hannah's Park** – We have completed the mulching of the park equipment. We will be tearing down the shelter house and have started pricing the new shelter house. Other ideas for the park area include installing an asphalt path throughout the property for walking and jogging.

**h. Cemetery Maintenance** – We have a contractor lined up to remove the stumps in the Cemetery and other trees throughout the Village for \$2,000. Once the trees are removed we will be responsible for the removal of the tree.

#### 4. ADMINISTRATION

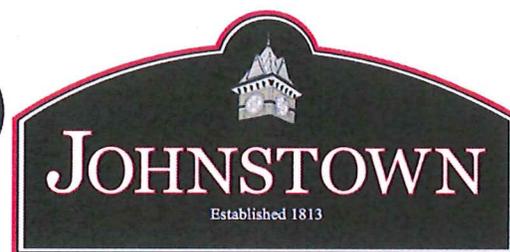
**a. Digital Mapping** – Our employees continue to make their way through town mapping our assets.

**b. Crack Sealing** – We will be evaluating a crack sealer unit on May 14<sup>th</sup>.

**c. Village Logo** – The Downtown Johnstown Design Committee has presented the Administration with a new logo and Village entrance sign. Mr. Block has indicated the entrance signs have deteriorated beyond repair.



Logo



Village Entrance Sign

**d. Performance Management** – The Village will be starting a new program to measure and analyze data to ensure we are performing at the highest point.

**e. Bigelow Park** – We have received many complaints about dog waste in the park area. There can be two potential solutions: (1) ban dogs from the park and post notice or (2) provide clean up bags. Either could work but need guidance as to the direction.

**f. Statement of Financial Assets** – Jim Lenner reviewed the Village’s Statement of Financial Assets with Village Council and will continue to get future statements and balances to Council as they come out.

#### Statement of Financial Assests

Date	Cash	Investments	Money Market	Total
7-May-13	\$ 580,000.00	\$ 2,860,000.00	\$ 49,038.00	\$ 3,489,038.00

### 5. Legislation- Explanation to council of legislation on Agenda

**a. Resolution #13-20** - This will increase our employee contribution by .75% each for the next three years. There will be no net change for the Village contribution.

**b. Resolution #13-21** – This approves the new employee handbook drafted under the direction of Fishel Hass Kim Albrecht LLP.

**c. Ordinance #05-2013** – Adds nursing home and assisted living definitions to the Zoning Ordinance. These definitions are the same as the Ohio Revised Code. I am asking for emergency passage of this in order to help facilitate the renovation of Chimes Terrace as well as shore up a gap found during the proceedings with Northview Senior Center.

**d. Ordinance #06-2013** – Adds nursing home and assisted living centers as conditional use in the GCC-2 and AR-1 district. I am asking for emergency passage of this in order to help facilitate the renovation of Chimes Terrace as well as shore up a gap found during the proceedings with Northview Senior Center.

### LEGISLATION

**RESOLUTION NO 13-20** – A RESOLUTION TO ESTABLISH A PICK-UP PLAN FOR POLICE DEPARTMENT PERSONNEL - Introduction/Public Hearing/Vote

Mayor Stanart opened the public hearing. No one spoke for or against the Resolution. Mayor Stanart then closed the public hearing. A motion to approve was made by David Keck. Motion seconded by Carol Van Deest.

The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Stanart; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

**RESOLUTION NO 13-21** – A RESOLUTION APPROVING AND ADOPTING THE VILLAGE OF JOHNSTOWN EMPLOYEE HANDBOOK - Introduction/Public Hearing/Vote

Mayor Staneart opened the public hearing. Mr. Lenner highlighted two of the bigger changes to the handbook:

1. Change in Bereavement Policy – This was recommended by our Human Resources Legal Counsel for cost and liability savings to the Village. Currently, 3 paid days, separate from sick/vacation/personal time, are given for bereavement. The bereavement days have been removed as a benefit. Bereavement time is still allowed however, they must now be taken from earned sick, vacation, or personal time.

2. Addition of FMLA policy – This currently does not apply to the Village because we do not have over 50 employees. This policy was added for a future time when this may apply.

No one spoke for or against the Resolution. Mayor Staneart then closed the public hearing. A motion to approve was made by Mr. Staneart. Motion seconded by Ms. Evans.

The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Staneart; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

**ORDINANCE NO 05-13** – AN ORDINANCE AMENDING CHAPTER 1151 MULTIPLE-FAMILY RESIDENTIAL AR-1 AND 1157 GENERAL COMMUNITY COMMERCIAL GCC-2 DISTRICT TO ALLOW NURSING HOME AND ASSISTED LIVING FACILITIES AS A CONDITIONAL USE - EMERGENCY VOTE/Introduction/Public Hearing/Vote

Mayor Staneart opened the public hearing. Jim Lenner informed Council that this was a recommendation from the Planning and Zoning Commission. The emergency vote is needed because typically Ordinances take 3 readings and over 30 days to take effect, and this would clarify our books in the matter Johnstown dealt with regarding Northview Senior Living Center. Secondly, National Church Residencies, in their multi-million dollar renovation will be using 24 of the 60 units as assisted living. Rob Meyer of Porter Wright Law Firm spoke for the Ordinance, no one spoke against. Mayor Staneart then closed the public hearing. A motion to approve was made by Ms. Evans. Motion seconded by Mr. Keck.

The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Staneart; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

**ORDINANCE NO 06-13** – AN ORDINANCE AMENDING CHAPTER 1121 DEFINITIONS TO AMEND NURSING HOME AND ADD ASSISTED LIVING FACILITIES DEFINITIONS – EMERGENCY VOTE/Introduction/Public Hearing/Vote

Mayor Staneart opened the public hearing. No one spoke for or against the ordinance. Mayor Staneart then closed the public hearing. A motion to approve was made by Ms. Evans. Motion seconded by Mr. Keck.

The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Staneart; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

OTHER BUSINESS

1. Kevin Riffe asked about the cemetery project. Council is still waiting for a follow up from the American Legion with their monetary needs. Also discussed was moving the public entrance for the cemetery to the other side by the Recreation center. On May 15, 2013 an appreciation ceremony will be held at the cemetery. The clean-up and restoration effort continues.

2. Carol Van Deest asked about blocking off the slants parking for Springfest on May 18, 2013. A time will need to be decided.

ADJOURNMENT

There being no further business to come before Council, Joyce Evans made a motion for adjournment; Mayor Stanearth seconded the motion.

The vote was as follows: Kevin Riffe; yes, Joyce Evans; yes, Christopher Speck; yes, Sharon Hendren; yes, Mayor Sean Stanearth; yes, David Keck; yes, Carol Van Deest; yes.

**The motion passed 7-0**

Thereupon, the meeting adjourned at approximately 9:00 p.m.

Next Village Council Meeting – May 21, 2013

Respectfully submitted

APPROVED AS PRESENTED



Teresa Monroe, Clerk of Council  
Administrative Assistant

  
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Mayor Sean Stanearth