



**Village of Johnstown  
Regular Council Meeting Minutes  
Tuesday, March 17, 2015**

**CALL TO ORDER**

Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, March 17, 2015 at 7:05 p.m.

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

**IN ATTENDANCE – STAFF:** Jim Lenner-Village Manager, Dana Steffan-Finance Director, Don Corbin-Chief of Police, Jim Blair-Zoning Inspector, Jack Liggett – Service Director, Glen Hacker-Service department, William (Newt) Long – Service Department, Teresa Monroe-Clerk of Council.

**IN ATTENDANCE – PUBLIC:** Jerry Pulley, Debbie Gillum-This Week News, Ray Speck, Theresa J. Mc Clary, Monica J. West, William Murdock - Executive Director of the Mid-Ohio Regional Planning Commission

**INVOCATION:** Given by Councilman David Keck

**PLEDGE OF ALLEGIANCE**

**MOTION:** Mayor Stanearth asked for a motion to amend the agenda changing the order of legislation putting Resolution 15-09 between Ordinance 04-15 and Ordinance 05-15. Legislation numbers will remain the same.

Moved: Bob Orsini

Second: Bill Van Gundy

Cheryl Robertson;	Y	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

**Pass 7-0**

**ACTION ON MINUTES: November 4, 2014 Regular Council**

Moved as written: David Keck

Second: Carol Van Deest

Cheryl Robertson;	Y	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

**Pass 7-0**

**ACTION ON MINUTES: November 18, 2014 Regular Council**

Moved as written: Bill Van Gundy

Second: Cheryl Robertson

Cheryl Robertson;	Y	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	A
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

**Pass 6-0** with one abstention

**ACTION ON MINUTES: December 2, 2014 Regular Council**

Moved as written: Bob Orsini

Second: Sean Stanearth

Cheryl Robertson;	A	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

**Pass 6-0** with on abstention

**ACTION ON MINUTES: February 17, 2015 Regular Council**

Moved as written: Carol Van Deest  
Second: David Keck

Cheryl Robertson;	Y	Sean Stanart;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

**Pass 7-0**

**CORRESPONDENCE:** Johnstown Fire Department Association - Village Council members and Staff are invited to participate in the annual Johnstown Firemen's Festival Parade on June 27, 2015 at noon.

Bill Van Gundy noted that a representative of the Association would be attending the first Council meeting in April to ask for use of Businessmen's parking lot and the closing of certain roads.

**PRESENTATION:** Insight 2050 Report

Last year the Village of Johnstown joined the Mid-Ohio Regional Planning Commission (MORPC) and Jim Lenner holds a position on the Board. MORPC is an association of local governments who provide state and local advocacy and support. William Murdock is the Executive Director and was in attendance to present the Insight 2050 Report to Council. Insight 2050 is a regional look at information that is relevant to the Village as it grows and will aid in strategic planning. The full report is available at [www.getinsight2050.org](http://www.getinsight2050.org)

**PUBLIC COMMENTS:** Mayor Stanart opened the floor for Public Comment.

Mayor Stanart said that he attended the grand re-opening of Chimes Terrace and complimented the renovation saying what he saw was a "top notch" facility, "very impressive" and is appreciative to National Church Residence for the money that was put in to it. This was a six million dollar renovation and three million came from grant money.

There were no further comments from the public and Mayor Stanart closed the floor.

**DEPARTMENT DIRECTOR REPORTS:** Service Director, Police Chief, and Village Manager reports are attached to these minutes.

**LEGISLATION**

**A. RESOLUTION NO. 15-08** - A RESOLUTION ACCEPTING THE RESIGNATION OF A PUBLIC EMPLOYEE

Glen Hacker has submitted his resignation to the Village; he has accepted a position with another municipality. Council thanked him for his service. *Introduction, Public Hearing, Vote*

Moved: Bill Van Gundy  
Second: Cheryl Robertson

Cheryl Robertson;	Y	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

Pass 7-0

**B. ORDINANCE NO. 02-15** - AN ORDINANCE ESTABLISHING CHAPTER 955 PARKS  
*Introduction, first reading*

This ordinance would establish rules and regulations for public parks and park facilities under the jurisdiction of the Village of Johnstown. Mr. Lenner will meet with Monroe Township and gauge support.

The ordinance was introduced and the Public Hearing will be held April 7<sup>th</sup>, 2014

**C. ORDINANCE NO. 03-15** - AN ORDINANCE AMENDING CHAPTER 1177 SIGNS TO AMEND CERTIAN CRITERIA FOR WALL SIGNS AND DECLARING IT AN EMERGENCY.

*Introduction as emergency, -first reading, Second reading - Public Hearing, Vote*

This Ordinance was recommended to Council by the Planning and Zoning Commission. The ordinance would change the allowed measurement that a wall sign can project from the face of a building. Mayor Stanearth opened the public hearing and no one spoke for or against the ordinance. Mayor Stanearth closed the public hearing.

Moved as Emergency: Bob Orsini  
Second: Carol Van Deest

Cheryl Robertson;	Y	Sean Stanearth;	Y
Bill Van Gundy;	Y	David Keck;	Y
Bob Orsini;	Y	Carol Van Deest;	Y
Sharon Hendren;	Y		

Pass 7-0

Jim Lenner provided Council with the current Transportation Improvement Project list giving total village costs and options for payment and completion. The projects previously planned for are as follows: Pedestrian Bridge, Concord Phase I, Concord Phase II, and Jersey Street. The village portion of the projects would be approximately 2.4 million dollars. Mr. Lenner said that with declining revenues and knowing our current debt schedule, his comfort level of issuing further debt is diminished. He asks guidance from Council on funding, revenue and possibly eliminating needed projects. Council reviewed and discussed the options.

**ORDINANCE NO. 04-15** - AN ORDINANCE TO REPEAL SECTION 191.12 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN REGARDING INCOME TAX CREDITS. *Introduction-first reading*

Rescinding the income tax credit would generate approximately \$250,000 annually.

The ordinance was introduced and the Public Hearing will be held April 7<sup>th</sup>, 2014

**RESOLUTION NO. 15-09** – A RESOLUTION TO ENTER INTO FINAL AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION OF THE RACCOON CREEK PEDESTRIAN BRIDGE. *Introduction, Public Hearing, Vote*

Mr. Lenner said that if this project is to go forward we would need to cut a check to ODOT by April 3, 2015. There was further discussion by Council on the roadway projects and consideration of funds to be paid by the Village and by ODOT.

Moved: David Keck  
Second: Bill Van Gundy

Cheryl Robertson;	N	Sean Stanearth;	N
Bill Van Gundy;	N	David Keck;	N
Bob Orsini;	N	Carol Van Deest;	Y
Sharon Hendren;	Y		

Fail 5-2

Council called for a Special meeting to further discuss the project and review the figures given by the Finance Director. The Special Council meeting will be held Wednesday, April 1, 2015 at 7:30 a.m.

Bill Van Gundy was excused to leave the Council meeting at 10:20 p.m.

**ORDINANCE NO. 05-15** - AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET WATER SERVICE RATES, WATER DEBT SERVICE RATES, SEWER SERVICE RATES, AND SEWER DEBTSERVICE RATES CHARGED BY THE VILLAGE OF JOHNSTOWN.

*Introduction-first reading*

Finance Director Dana Steffan presented three options for Councils review showing three different plans for a rate increase. Council will review and continue to decide how to move forward. Council discussed new rates could be effective July 1, 2015.

The ordinance was introduced and the Public Hearing will be held April 7<sup>th</sup>, 2014

**OTHER BUSINESS**

1. Jack Liggett said that action is needed on employee salaries; Dana said those numbers are included with the calculations. Mayor Staneart said that he would like to see those calculations for all departments. Mr. Lenner said that he has a salary survey out and five out of seven municipalities have responded so far.

**ADJOURNMENT**

Moved: Bob Orsini

Second: David Keck

All were in favor and none opposed

Pass 6-0

Thereupon, the meeting adjourned at approximately 10:55 p.m.

RESPECTFULLY SUBMITTED

APPROVED AS PRESENTED



Teresa Monroe, Clerk of Council



Mayor Sean Staneart



*Jim Lenner*  
*Village Manager*

*Jack Liggett*  
*Service Director*

*Dana Steffan*  
*Finance Director*

*Don Corbin*  
*Chief of Police*



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**Johnstown, OH 43031**  
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**[www.johnstownohio.org](http://www.johnstownohio.org)**

*Sean Stanear*  
*Mayor*

*Council Members*  
*Bob Orsini*  
*Sharon Hendren*  
*William Van Gundy*  
*David Keck*  
*Cheryl Robertson*  
*Carol Van Deest*

#### Water

- 1) 11.331 million gallons produced in February
- 2) Max day .552 million gallons
- 3) Minimum day .359 million gallons
- 4) Water line repair on state route 62. Four-inch line.
- 5) Replaced 22 meters.
- 6) Bryan Yantis hired to replace Patti Barlitt
- 7) 80 hours of training for new employ Bryan Yantis.
- 8) 55 Terminations for non-payment.

#### Wastewater

- 1) Total flow 15.048 million gallons
- 2) Max day 1.334 million gallons
- 3) Minimum day .337 million gallons
- 4) 474,511 gallons converted to 15.7 dry tons during February testing.
- 5) 80 hours of training for new employ Bryan Yantis.
- 6) Resignation of Chief operator Glen Hacker

#### Street

- 1) 5 occurrences employees had to be called in to remove snow after hours.
- 2) 10 personal two at a time. No overtime.
- 3) Contract requirements for salt have been met.
- 4) All 3 zero-turn lawn mowers have had maintenance and ready for the spring.
- 5) Street sweeper lid caved in and is currently out of service

# Johnstown Police Department



Chief of Police  
Don Corbin

599 S. Main Street  
P.O. Box 457  
Johnstown, Ohio 43031

Phone 740-967-0911  
Fax 740-967-6415

## Police Dept Info and Stats for Feb 2015

- We were dispatched to 153 calls of which 90 of them were 2 officer calls
- We had a total of 1333 calls for service
- There were 140 vehicle stops
- Our officers were in training for 24 hours
- We handled 4 calls to assist Licking County Sheriff's Office
- We served 7 warrants
- Our officers were served with 13 subpoenas for Feb which translates to 39 man hours
- We conducted training where 17 outside students attended

**2/10/15**

We conducted a commercial enforcement operation with OSP targeting overloaded trucks. The operation was conducted for the entire week.

**2/26/15**

Officer Cooperrider and Officer Compton passed out donated books to the 1<sup>st</sup> and 4<sup>th</sup> grade students

**2/26/15**

We were dispatched to a fight in the downtown area that resulted in a stabbing.

**VILLAGE MANAGER'S REPORT TO COUNCIL**

**March 17, 2015**

**Council Committee and Commissions**

**The Planning & Zoning Commission** – The Commission met on March 4<sup>th</sup> to discuss a lot split on North Oregon Street. Also discussed was the need to regulate wall signs. The Commissions opinion is to keep wall signs within three inches of the face of the building similar to Elements Dental, Advance Vapor, etc. Ordinance No. 03-15 addresses this issue.

**Economic Development Policy Commission** – The JEDC met on March 12<sup>th</sup> to finalize the SWOT analysis. Once the revisions are made, we will send out the final draft. We also discussed the Action Plan. We have not identified priority, time frame or potential partners. If you have action items that the Village should consider as we craft the economic development plan, please let me know. The Staff will provide due diligence on the action items and report back the JEDC at a date to be determined.

**Zoning Task Force** – The group met on March 3<sup>rd</sup> and will meet again on March 24<sup>th</sup> at 5:00pm.

**Finance Committee** – We met on March 3<sup>rd</sup> and again March 17<sup>th</sup> to discuss the many projects slated for 2015 and beyond. We must discuss options as they pertain to the projects. A summary of three funding options is attached to the end of this report. Also in the Committee the idea of rescinding the income tax credit was discussed with the amount to be received be spent directly on capital improvement project. Ordinance 04-15 does so. Estimated amount of money received from the credit repeal will be \$246,000.

**Economic Development**

**Future Business Park** – I have met with the Port Authority to discuss potential partnership option. I am working on gathering information needed to further the discussion.

**Private Development**

We have received indication that **Leafy Dell Phase 5a** will be under construction this spring opening another +/- 20 lots in the neighborhood.

Jack and I met with an engineer who is conducting his due diligence on the property located on the west side of **Clark Drive and US 62**.

**Capital Improvement Projects**

**SR-37 Repaving** – ODOT has indicated it will be coming back in the spring to resolve any outstanding issues.

**Raccoon Creek Pedestrian Bridge** – Final design is complete. The final cost to the Village is \$380,600. Resolution No. 15-09 authorizes payment.

**US 62 Two Way Left Turn Lane** – At this point, we have no news to report.

**Safe Route to School Phase II** – The application was submitted on time. We have applied for a new traffic signal, pedestrian crossing and all associated work totaling \$400,000. There is only \$3.5MM available for the State so I am not optimistic of our chances.

**Downtown Utility Relocation** – Estimates received include TWC at \$28,672.00, AEP at \$5,358.14 and Century Link at \$62,276.00. These costs do not include hooking the relocated lines to the building. I will submit and application to the Babcock Foundation for funding consideration

### **Administration**

We received 14 applications for the **part time administrative assistant**. Review of the applications has begun and we will schedule interviews for the week of March 16 and 23.

The TJ Evans Foundation has acquired the “**Bailey**” property at the end of Douglas Street. This is a wonderful opportunity for the Village and I greatly appreciate the effort of Sarah Wallace and the TJ Evans Foundation for their investment in our community. The Foundation will present a lease to the Village for \$1 over the next 30 days.

**Ordinance No. 02-15** establishes rules and regulations for our Parks. Of note, it will allow alcohol in Bigelow Park with Council and Village Manager approval. No other parks will be permitted alcohol as the ordinance is written.

**Ordinance No. 05-15** will increase water rates. As of Friday, March 13, we are still working to finalize those numbers. We will finalize Monday and send out a revised Ordinance. Please note the amount in the current Ordinance is what is on the books today and not future rates.

I will participate in a discussion to create a western **Licking County Transportation Improvement District** on March 17<sup>th</sup>. Transportation Improvement Districts (TIDs) promote intergovernmental and public-private cooperation of transportation resources and investments. I can only assume this centers on the new Mink Street interchange and the growth of the New Albany business park.

Respectfully Submitted,



Jim Lenner

**TRANSPORTATION IMPROVEMENT PROJECTS**

<b>PROJECT LIST</b>	<b>VILLAGE COST</b>
Pedestrian Bridge	\$380,600.00
Concord Phase I	\$273,000.00
Concord Phase II	\$732,000.00
Jersey Street	\$1,046,000.00
<i>TOTAL</i>	<i>\$2,431,600.00</i>

<b>OPTION 1</b>	<b>VILLAGE COST</b>
Concord Phase I	\$273,000.00
Jersey Street	\$1,046,000.00
<i>TOTAL</i>	<i>\$1,319,000.00</i>

<b>OPTION 2</b>	<b>VILLAGE COST</b>
Pedestrian Bridge	\$380,600.00
Concord Phase I	\$273,000.00
Concord Phase II	\$732,000.00
<i>TOTAL</i>	<i>\$1,385,600.00</i>

<b>Option 3*</b>	<b>VILLAGE COST</b>	
Pedestrian Bridge	\$380,600.00	
Concord Phase I	\$273,000.00	
Concord Phase II	\$732,000.00	
Jersey Street	\$1,046,000.00	**
<i>Total</i>	<i>\$2,431,600.00</i>	

**NOTES:**

\* We would forego US 62 Turn Lane (\$700,000) over four years.

\*\* Issue the final 1.25MM for project and use US 62 funding to pay debt.