



## Village of Johnstown Regular Council Meeting Minutes Tuesday, April 21, 2015

### CALL TO ORDER

Mayor Sean Staneart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, April 21, 2015 at 7:00 p.m.

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

Bob Orsini was absent at roll call; notified he would attend but would be late

**IN ATTENDANCE – STAFF:** Jim Lenner-Village Manager, Dana Steffan-Finance Director, Don Corbin-Chief of Police, Jennifer Croghan-Law Director, Jim Blair-Zoning Inspector, William (Newt) Long-Service Department, Teresa Monroe-Clerk of Council

**IN ATTENDANCE – PUBLIC:** Karen Wilson, Steven Snyder, Lewis Main, Jerry Pulley, Julie Jennings, Russell Sparks, Rebecca Sparks, Alejandra Davis, Debbie Gillum-This Week News, John Duey, Rob Clemens, Trevor Tharp, Members of Boy Scout Troop 20.

**INVOCATION:** Given by Councilman David Keck

### PLEDGE OF ALLEGIANCE

**ACTION ON MINUTES:** March 17, 2015

Moved to approve as written: Bill Van Gundy

Second: David Keck

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

Pass 4-0

**CORRESPONDENCE:** None

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

1. Lewis Main-resident; 132 North Main Street. Pointed out that the Pedestrian Bridge resolution (no. 15-10) previously passed had a street miss spelling – Westgate drive should be Westview drive. Clerk of Council will make the correction.

Bob Orsini arrived at 7:08 p.m.

**DEPARTMENT DIRECTOR REPORTS:** Department reports are attached to these minutes.

**LEGISLATION**

**ORDINANCE NO. 02-15** - AN ORDINANCE ESTABLISHING CHAPTER 955 PARKS  
*First reading March 17, 2015; second reading/public hearing April 7, 2015 vote April 21, 2015*

The ordinance rules are still under consideration and Monroe Township Trustees have not formally voted on this.

**Motion:** To table Ordinance 02-13

Moved: Bill Van Gundy

Second: David Keck

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

**Motion to table;** Pass 5-0

**ORDINANCE NO. 04-15** - AN ORDINANCE TO REPEAL SECTION 191.12 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN REGARDING INCOME TAX CREDITS *first reading March 17, 2015; second reading/ public hearing April 7, 2015 vote April 21, 2015*

Mayor Stanearth re-opened Public Hearing on the ordinance.

1. Steve Snyder-resident; 201Bottecchia Blvd. Spoke against the ordinance and repealing the tax credit. Mr. Snyder said that he works in Whitehall and chose to move to Johnstown because of the credit given; this half percent will negatively affect his budget.

2. Rob Clemens-resident; 301 Central Station Drive. Spoke against the ordinance and repealing the tax credit. Mr. Clemens said that he is supportive of Village improvements but believes tax should be “raised across the board” not just on one group of residents who work outside the village. He asks Council to look for another way.

3. John Duey-resident; 410 Tyler Station Drive. Spoke against the ordinance and repealing the tax credit. Mr. Duey said that he feels that any increase should go to a public vote.

4. Trevor Tharp-resident; 290 Central Station. Spoke against the ordinance and repealing the tax credit. Mr. Tharp also expressed that he also would be more likely to support an income tax rate increase that would affect all residents instead of just one group.

Mr. Lenner suggested that if Council chose to pass the credit repeal tonight, a one half percent credit back to the out of town workers retroactive to July 1, 2015 could possibly be given if Council were to place an income tax levy on the ballot and it passed in November.

Law Director Jennifer Croghan said that Council taking back the credit is not increasing taxes as far as the base percent. The current credit gives exception to those residents who work outside of Johnstown so, they have been getting an "exception to the rule" because "the rule" is that all Johnstown residents will pay one percent. The credit may be taken away at any time.

5. Alejandra Davis-resident; 55 North Main Street. Ms. Davis said they moved to Johnstown from Grandview Heights and realizes the need for village improvements but feels the people who worked outside of the village should not be "singled out". She said if the Village is in financial distress a tax increase should be done across the board.

Mayor Stanart said that the village is not in financial distress but that whatever budget Council is given will need to be balanced and whatever Council is in place will balance it eventually; whether that comes through a reduction in staff or services and how far will the residents go into the decay of what they currently have?

6. Lewis Main-resident; 132 North Main Street. Spoke in favor of the ordinance and repealing the tax credit. Mr. Main said that he happens to agree with the tax credit repeal. He said he has lived in the community for fifty years and knows the situation.

Councilman Orsini said that no assumptions should be made as to what would happen with the pass or fail of a tax levy. This vote should be on the face of the current ordinance and what the current funds are needed for. Council reviewed the road project costs and urgency of road maintenance along with the reduction in revenues. Council expressed that it is not an easy decision; it has been deliberated on for many months and it is their job to be proactive and plan for the future and serve the residents the best way they can.

Mayor Stanart thanked all who came to give their input and closed the Public Hearing.

**Motion:** To approve Ordinance 04-15 with an effective date of July 1, 2015

Moved: David Keck

Second: Cheryl Robertson

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

Pass 4-1

**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 DEBT SERVICE RATES CHARGED BY THE VILLAGE OF JOHNSTOWN *first reading March 17, 2015; second reading & public hearing April 7, 2015 vote April 21, 2015*

Mayor Stanearth re-opened Public Hearing on the ordinance.

Jim Lenner said that Council evaluated scenarios provided by the Finance Director and settled on a five percent increase for year 2016. Based on current projections, inflation, and escalation of supply prices it is believed that this will get us through a five year period however; it will be evaluated each year. The new rates will go into effect on January 1, 2016

**Motion:** To amend the ordinance removing year 2015. The same rates shown 2016 through 2019 will continue through 2020.

Moved: David Keck

Second: Bill Van Gundy

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

Pass 5-0

Lewis Main asked about the significant difference between the daily production and what the Village is billing. Jim Lenner said that fifteen to twenty percent is lost through old pipes due to infrastructure age, as a municipality the Village and the Fire Department are not charged for water, there is an auto-flusher at Duncain Plains that releases water etc. so yes there is a certain amount of water loss. Mr. Lenner said he could meet with the Service Director to try to narrow down the difference and have something by the next meeting.

There were no further comments and Mayor Stanearth closed the Public Hearing.

**Motion:** To approve Ordinance 05-15

Moved: David Keck

Second: Bob Orsini

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

Pass 5-0

**ORDINANCE 07-2015** - AN ORDINANCE AMENDING ORDINANCE 11-14, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS AND DECLARING IT AN EMERGENCY *first reading, public hearing, vote*

Mr. Lenner said this is to pay some legal expenses.

Mayor Staneart opened the floor for Public Hearing. There were no comments for or against the Ordinance and Mayor Staneart closed Public Hearing.

Moved: Bill Van Gundy

Second: Sean Staneart

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

Pass 5-0

**ORDINANCE 08-2015** - AN ORDINANCE AMENDING ORDINANCE 11-14, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS AND DECLARING IT AN EMERGENCY *first reading, public hearing, vote*

Mr. Lenner said this is to pay a variation in general debt interest on Phillips Drive.

Mayor Staneart opened the floor for Public Hearing.

A numerical error in the account number was noted and will be corrected by the Clerk of Council to match the Interest for General Debt account.

There were no further comments and Mayor Staneart closed the Public Hearing.

Moved approval with the appropriate account number: Bill Van Gundy  
Second: Bob Orsini

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

Pass 5-0

**OTHER BUSINESS**

1. Councilman Orsini asked again about the Lash Chevrolet signs; the signs are in direct violation of village zoning regulations and he would like to see the zoning regulations enforced as written because they matter.

2. Councilman Orsini said the new NAPA wall sign is backlit, also in violation.

Jim Lenner said that he, the Zoning Inspector, and the Law Director have enforcement plans ready to go.

3. Lewis Main asked about the Sunday no parking signs down town on Main Street, they are not being enforced. Mr. Lenner said they were posted for street sweeping and since there is not currently a street sweeper he will check on possibly taking them down. Mr. Main also asked about other village signs such as school and crosswalk signs.

**ADJOURNMENT**

Moved: Bob Orsini  
Second: David Keck

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

Pass 5-0

Thereupon, the meeting adjourned at approximately 9:30 p.m.

RESPECTFULLY SUBMITTED



Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Sean Stanearth



*Jim Lenner*  
*Village Manager*

*Jack Liggett*  
*Service Director*

*Dana Steffan*  
*Finance Director*

*Don Corbin*  
*Chief of Police*



*Sean Staneart*  
*Mayor*

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

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March 2015

#### Water

- 1) 12.471 million gallons produced.
- 2) Max day .467 million gallons.
- 3) Minimum day .294 million gallons.
- 4) Replaced 20 meters.
- 5) 20 hours of training for new employee Richard Smith.
- 6) 51 Terminations for non-payment.
- 7) Well 1 check valve failed to close after the water plant shutdown causing it to drain the Claricone. HD Supply has been called in to make the needed repairs to the pump and add an extra check valve on the bottom of the wellhead to prevent future issues.

#### Wastewater

- 1) Total flow 26.558 million gallons.
- 2) Max day 2.678 million gallons.
- 3) Minimum day .355 million gallons.
- 4) 320,430 Gallons converted to 22 dry tons during March testing.
- 5) Hired Richard Smith to replace Glen Hacker.
- 6) 4 Sewer Inspections.
- 7) Sanitary sewer damaged on South Oregon Street and repaired the next day.

#### Street

- 1) Repaired pot holes with cold patch on Concord, Jersey, Williams, Oregon, Kasson, and Pratt Streets.
- 2) 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 March 2015

We were dispatched to 190 calls of which 79 of them were 2 officer calls

We had a total of 1415 calls for service

There were 149 traffic stops

There were a total of 10 accidents

Our officers were in training a total of 40 hrs

We handled 4 calls to assist Licking County Sheriff's Office

We responded to 17 Burglary Alarms

We served 9 subpoenas equal to 27 man hours

A total of 41 crimes were committed

We received our \$1200.00 grant money from the Attorney Generals Office for training.

Mr. Dixon called to commend Officer Cooperrider for handling 2 mental calls at the school. Ofc. Cooperrider was very professional and very understanding with the students.

Officer Cooperrider assisted with A.L.I.C.E. Training at the Middle School.

## **Teresa Monroe**

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**From:** Dana Steffan  
**Sent:** Friday, April 17, 2015 12:46 PM  
**To:** Teresa Monroe  
**Subject:** Finance Update

Finance Update  
April 17, 2015

Utility Rate Package – my work on the proposed water/sewer rate proposed increases is complete and I am available to answer any questions.

Actual Expenses v Budget – This report was emailed to all Department Heads and Council members at the beginning of April for Quarter 1. Several expense line items show spending in excess of 25% (the current portion of 2015 budgeted expenses). I am available for questions tonight or anytime during the week.

Bank Reconciliations – I continue to work on bank reconciliations; I believe we are 95% there. My confidence in the current accounting in the software system is high.

RITA refund to Atrium – It has been agreed upon by RITA and Atrium to distribute Atrium's \$175K refund in three installments beginning in May. These installments will affect our RITA collections for May 1, June 1, and July 1.

PNC Workplace Banking – I met with two individuals from PNC bank who want to offer free banking services to our employees at no charge. It is evident that they would like to build a relationship with us again; from my understanding they have been our bank prior to Park National. I will continue to discuss the employee banking option with them and possibly have them present at our annual benefits meeting in November.

Health Insurance – I have met with a broker from Dawson companies and Wells Fargo Insurance to discuss our need for health insurance plan changes. Both representatives feel that they can offer benefits at a cost savings to the Village. Currently they are working on providing us with options to consider.

Lease Agreement on Water Tower – We have received an offer to purchase the leasing rights to the water tower. The offer is being considered as we investigate the current lease terms, discuss the future intent of T-Mobile (currently leases tower space), and discuss with Legal Counsel. The purchase price offered was a lump sum payment of \$228,735 for exclusive rights for 50 years. We have not yet replied to the offer.

### **Dana Steffan, CPA**

#### **Finance Director**

Village of Johnstown  
599 South Main Street  
PO Box 457  
Johnstown, OH 43031  
740.967.3177 (Office)  
740.967.3519 (Fax)

VILLAGE MANAGER'S REPORT TO COUNCIL

April 21, 2015

**Council Committee and Commissions**

**The Planning & Zoning Commission** – The Commission has not had any formal applications in front of them. There has been discussion on signage for dual front buildings. We will next meet on May 6<sup>th</sup>.

**Economic Development Policy Commission** – The JEDC will meet on May 14<sup>th</sup> to prioritize the action plan steps. We will also discuss the use of consultants to help in economic development activities.

**Zoning Task Force** – The group will meet again on April 28<sup>th</sup> at 5:00pm.

**Finance Committee** – The finance committee last met on April 7<sup>th</sup> to discuss the pending income tax credit elimination and updates on the capital improvement projects. There will be future meetings to discuss the operating budget, wages and benefits.

**Economic Development**

**Future Business Park** – Nothing new to report.

**Private Development**

We have received indication that **Leafy Dell Phase 5a** will be under construction this spring opening another +/- 20 lots in the neighborhood. The preconstruction meeting will be held on April 21. The final pavement course for Phase 6 was laid on April 14<sup>th</sup>.

I saw a crew at the site of **Clark Drive and US 62** taking core samples but have not had any formal confirmation of intent to build.

**Capital Improvement Projects**

**SR-37 Repaving** – The tar on the crosswalks has been removed and the uneven manhole near the high school has been leveled and a concrete collar poured.

**Raccoon Creek Pedestrian Bridge** – The check and contract were delivered on time to ODOT on April 3<sup>rd</sup>. No date of bid opening has been determined.

**US 62 Two Way Left Turn Lane** – The consultant has provided two design options to the Village; widen both sides or widen to the north. There are positives and negatives to each. The consultant is now refining the options and will present to the Staff in the next 30 days.

**Safe Route to School Phase II** – We will know of a decision by the end of May for the \$400,000 grant.

**Downtown Utility Relocation** – I have the estimates but have not submitted for funding to the Babcock Foundation.

**Jersey Street Reconstruction** – We have over 50 separate easements and right of way to obtain. I believe we will have to wait until 2016 to reconstruct Jersey Street. We will bid the project very early in 2016 and be ready to go as soon as the weather breaks in 2016. By bidding early in the year, we will

have a better chance at competitive costs for the project. We will not be rushed to obtain the easements which could drag out if we have residents who do not agree to sign.

**Concord Road I & II** – We are currently advertising for bids that will be opened May 4<sup>th</sup> at 11:00am. So far the interest has been high from contractors.

### **Administration**

Carrie Byrne joined the staff as **part time administrative assistant**. Teresa has been training Carrie for the past two weeks.

The TJ Evans Foundation has acquired the “**Bailey**” property at the end of Douglas Street. I have received a copy of the lease which was reviewed by the Law Director. We have proposed changes to the lease and will present it to Council in May.

**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. I have discussed this matter with a Monroe Township Trustee and they have not formally voted on the matter.

**Ordinance No. 04-15** will repeal the .5% income tax credit to help fund capital improvement projects. Estimated amount of money received from the credit repeal will be \$246,000 per year.

**Ordinance No. 05-15** will increase water rates. Based on the conversation at the April 4 Village Council meeting, the ordinance has been revised to increase rates 5% starting in 2016 and carry through for 5 years. Please note this does not guarantee we will not need future increases but we feel at this point we will be financially sound.

Rate scenario based on 5% increase:

\$29.50 would be \$30.96

\$45.00 would be \$47.25

\$60.50 would be \$63.54

\$76.00 would be \$79.83

The Licking County Commissioners created the **Licking County Transportation Improvement District** on April 9<sup>th</sup> to which I was appointed to the Board of Trustees. A Transportation Improvement Districts (TIDs) promotes intergovernmental and public-private cooperation of transportation resources and investments.

Respectfully Submitted,



Jim Lenner