



**Village of Johnstown  
Regular Council Meeting Minutes  
Tuesday, May 19, 2015**

**CALL TO ORDER**

Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, May 19, 2015 at 7:02 p.m.

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

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

**IN ATTENDANCE – PUBLIC:** Charlie Sullivan-American Legion Post 254, Lewis Main, Debbie Gillum-This Week News

**INVOCATION:** Given by Mayor Sean Stanearth

**PLEDGE OF ALLEGIANCE**

**ACTION ON MINUTES:**

**December 9, 2014 Regular Council**

Moved to approve as written: David Keck

Second: Carol Van Deest

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

Pass 6-0

**May 5, 2015 Regular Council**

Moved to approve as written: David Keck

Second: Sean Stanearth

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

Pass 6-0

**CORRESPONDENCE:** Mayor Stanearth shared the correspondence included in the packet.

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

**EXECUTIVE SESSION:** Pending Court Action; conference with an attorney

Executive Session will include Councilmembers, Jim Lenner, and Attorney Dave Riepenhoff

Moved to enter Executive Session: Bob Orsini

Second: Sharon Hendren

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

Pass 6-0

Executive Session began at 7:08 p.m. and ended at 7:50 p.m.

**DEPARTMENT DIRECTOR REPORTS:** Attached to these minutes

**LEGISLATION**

- A. **ORDINANCE 02-15** - AN ORDINANCE ESTABLISHING CHAPTER 955 PARKS *first reading March 17, 2015; second reading/public hearing April 7, 2015; Tabled April 21, 2015*

The Parks draft was revised to remove the allowance of alcohol.

Moved to take from table: David Keck

Second: Cheryl Robertson

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

Pass 6-0

Moved to approve Ordinance 02-15: David Keck

Second: Sean Stanearth

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

Pass 6-0

B. **ORDINANCE 11 – 2015** - AN ORDINANCE TO AMEND SECTION 155.02 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN REGARDING COMMUNITY REINVESTMENT AREA #1 (*introduction/first reading*)

Mayor Stanearth introduced Ordinance 11-2015. Mr. Lenner said CRA #1 had been amended one time previously; this amendment will include businesses added to the business park since the first amendment.

C. **RESOLUTION 15-13** - A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH LAYTON, INC. FOR THE CONCORD ROAD PHASE 2 IMPROVEMENTS

Phase 2 will be completed first and will start just East of Concord Crossing Drive and go just past Middleburn.

Moved to approve: Carol Van Deest  
Second: Sean Stanearth

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

Pass 6-0

**ADJOURNMENT**

Moved: Carol Van Deest  
Second: Cheryl Robertson

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

Pass 6-0

Thereupon, the meeting adjourned at 8:14 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 Stanearth*  
*Mayor*

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

**599 South Main / P.O. Box 457**  
**Johnstown, OH 43031**  
**(740) 967-3177 tel. / (740) 967-3519 fax**  
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## April Council Report

### Water

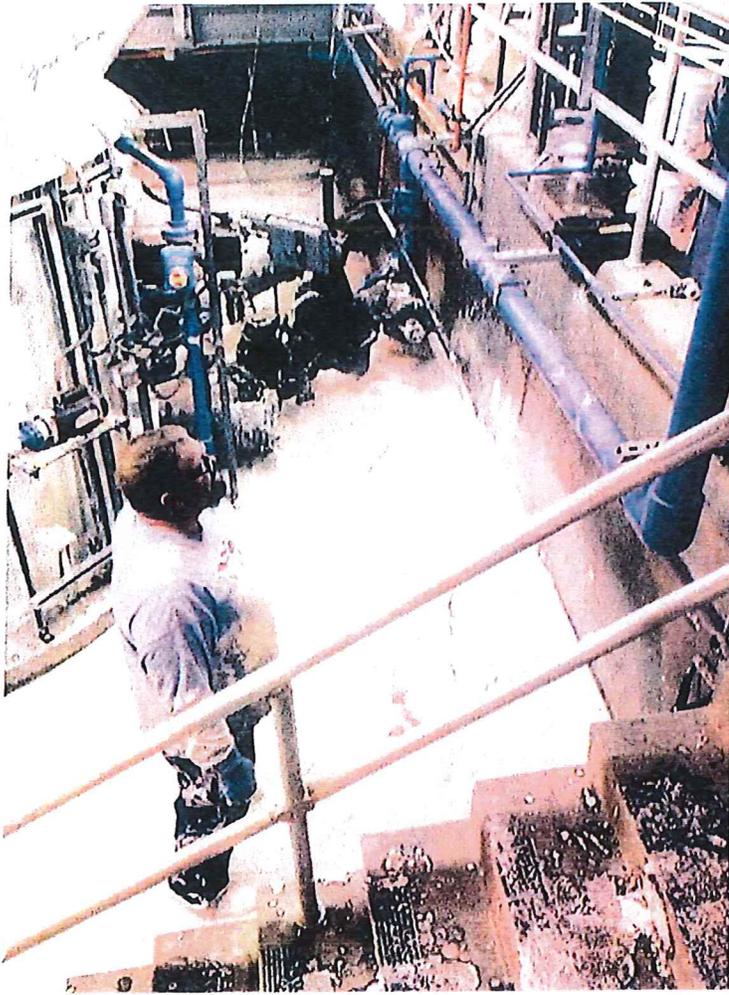
- 1) 11.590 million gallons produced.
- 2) Max day .525 million gallons.
- 3) Minimum day .309 million gallons.
- 4) Rich 80 hours of training at water plant.
- 5) Drained Claricone to clean and address any needed maintenance issues.
- 6) 57 turn offs for non-payment.

### Wastewater

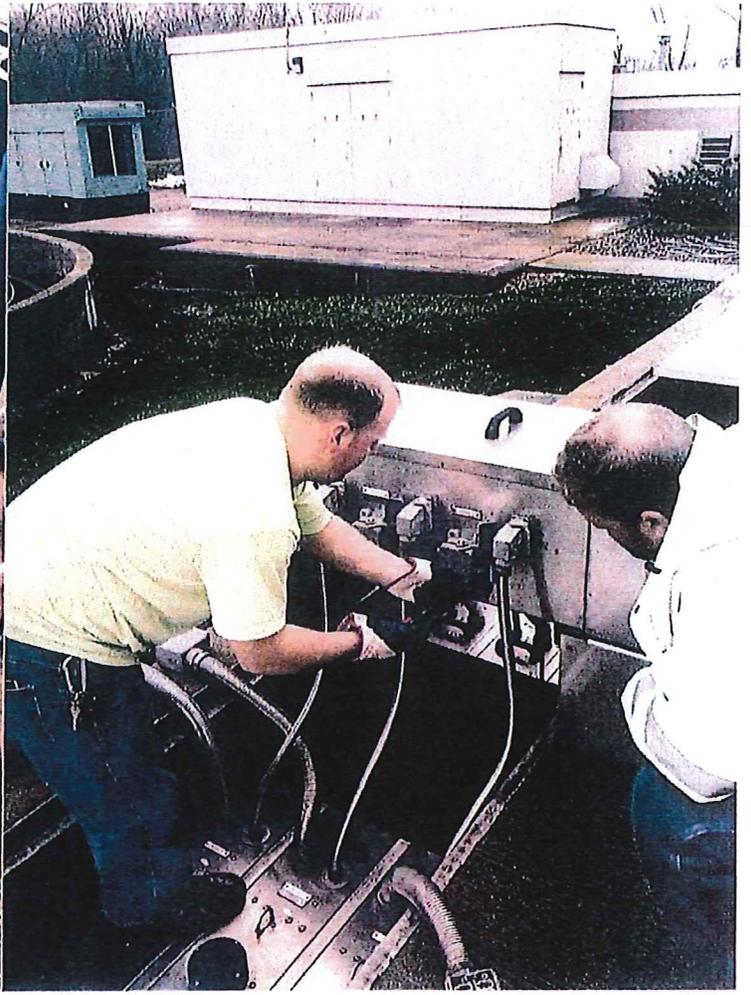
- 1) Total flow 23.019 million gallons.
- 2) Max day 2.088 million gallons.
- 3) Minimum day .411 million gallons.
- 4) Rich 80 hours of training at sewer plant
- 5) Jack and Newt attended a water/wastewater seminar in Warsaw OH.
- 6) Digesters 1 and 2 were taken out of service for yearly cleaning and maintenance.
- 7) Ultra Violet system was setup to meet EPA requirements for summer disinfection.
- 8) Hauled 69 dry tons of bio-solids for land application.
- 9) Repaired all force main air relief valves on sanitary force mains.

### Street

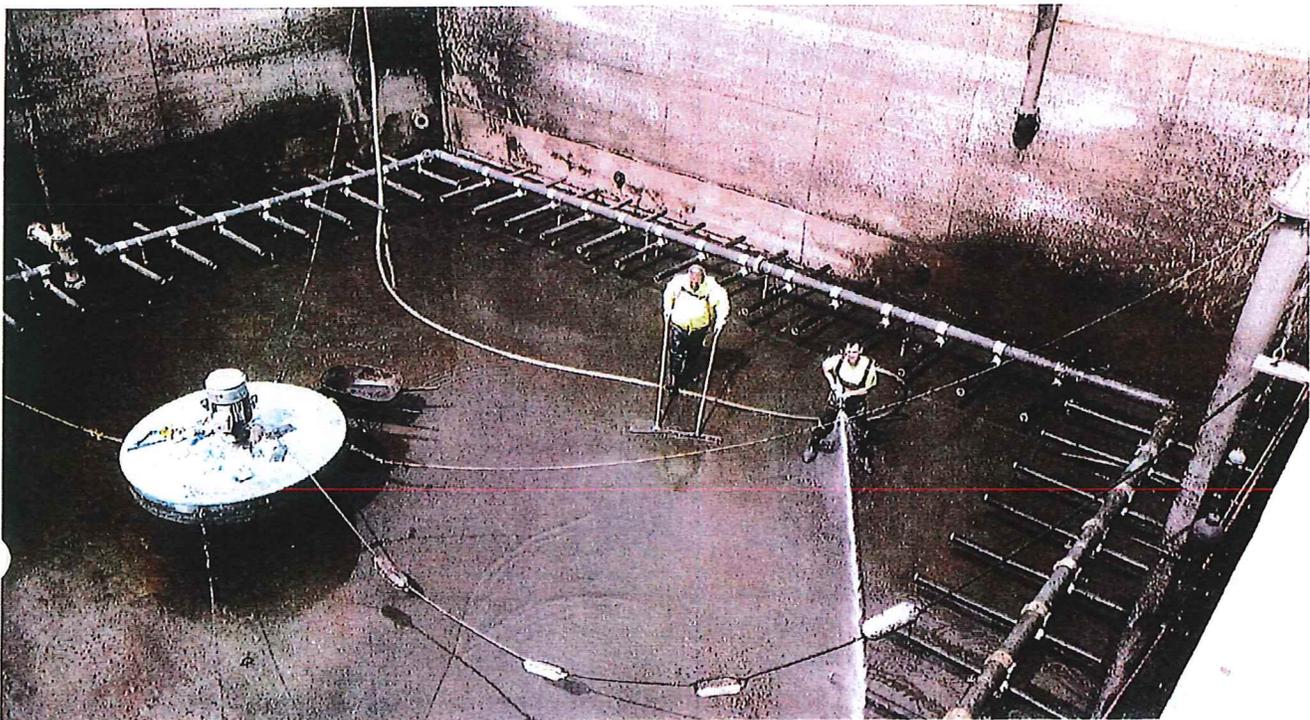
- 1) Cleaned curbing on Main and Coshocton Street.
- 2) Continued repairing holes with cold patch on Concord, Businessmen's parking lot, S. Oregon and, S. Kasson Streets.
- 3) Street sweeper lid caved in and is currently out of service.



Cleaning Claricone



Installing U.V. System



Cleaning  
Digesters

# 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 April 2015

We were dispatched to 207 calls of which 85 of them were 2 officer calls

We had a total of 1396 calls for service

There were 102 traffic stops

There were a total of 13 accidents

Our officers were in training a total of 40 hrs

We handled 6 calls to assist Licking County Sheriff's Office

We responded to 14 Burglary Alarms

Officers were served with 16 subpoenas equal to 48 man hours

A total of 34 crimes were committed

We received the \$20,000 from Homeland Security for the MARC'S Radio System.

**Finance Director's Report to Council**  
**May 19, 2015**

1. RITA refund to Atrium – We have received our first distribution from RITA (the first of three) which includes part of the \$175K refund to Atrium. Total received in this May 1st distribution was \$39,719. The distribution received at this time last year was \$122,892. All things being equal, we are under our expected revenues by \$24K.
2. Health Insurance – I have met with several brokers from different companies, two of which are local here in Johnstown to discuss our need for health insurance plan changes. Currently they are working on providing us with options to consider, I hope to have some actual figures by the end of May.
3. Lease Agreement on 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. Our legal counsel is reviewing the contract with T-Mobile and the offer letter.
4. Debt & TAM – Joseph Robertson and I will meet on 5/18 to discuss upcoming BAN/Bond on the TAM and issuing the second half of the \$2.5MM debt.
5. Current revenues – Compared with PY to date, our income tax revenues are \$8,755 under the amount collected in 2014. If we take the Atrium refund out of the equation, we are \$74K above what was collected in 2014, to date.
6. Electric & Natural gas savings – I have met with 2 representatives from different brokerages to discuss electric and natural gas savings. For Electric, we are currently under contract with AEP until October 2016. For Natural Gas, we are not under any agreement and are paying a fluctuating rate. The rate we are paying with Direct Energy does not appear to be exorbitant.
7. Ohio Bureau of Worker's Compensation – I have met with representatives from CompManagement & Comp Mgmt Health Systems to discuss our current rates for worker's comp premiums. There are opportunities to lower our premiums, including trainings, which I plan to attend in the near future.
8. Bank Reconciliations – I feel comfortable with where we stand on bank reconciliations for prior periods.

Please feel free to see me with any questions or concerns.

VILLAGE MANAGER'S REPORT TO COUNCIL

May 19, 2015

**Council Committee and Commissions**

**The Planning & Zoning Commission** – The Commission met on May 6<sup>th</sup> to discuss signage for property that have two street frontages. It was determined to make a recommendation to Village Council to allow for one (1) sign per street frontage with specific size requirements. An ordinance to amend the current sign code will follow in the coming weeks.

**Economic Development Commission** – The JEDC met 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. Below are the action items and their priority:

ACTION	PRIORITY	TIME FRAME	PARTNER
Identify Targeted Businesses	1	0-3 months	Village, CIC
Identify and Understand Competition	2	6-8 months	Village, CIC
Identify Labor Force & Laborshed*	3	0-3 months	CIC
Revise Village Tax Structure	4	0-12 months	Village
Implement Business Retention Program	5	3-6 months	Village, CIC
Improve/Modify Future Business Park Plan	6	0-3 months	Village, HNLCPA
Identify Village Brand/Image	7	12-24 months	Village
Schedule Business Networking Events	8	0-3 months	Village, DJI
Identify Cooperative Agreements with CTEC, OSU-N, COTC, & JMHS	9	Ongoing	Village, JMSD

**Zoning Task Force** – The group has made its way through the bulk of the zoning text and will now start on revision to the subdivision regulations.

**Finance Committee** – The finance committee last met on May 13<sup>th</sup> to discuss the operating budget and decreases in revenue.

**Economic Development**

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

**Private Development**

**Leafy Dell Phase 5b** will be under construction on or around June 1<sup>st</sup> and will include 20 new single-family home sites.

I received a letter from the developers of the CVS at **Clark Drive and US 62** asking for assistance in recouping costs they incurred when improving Clark Drive. This request stems from a development

agreement the Village entered into by a previous administration. I am working through the Law Director to determine our actual responsibility.

### **Capital Improvement Projects**

**SR-37 Repaving** – Project is complete.

**Raccoon Creek Pedestrian Bridge** – Bids were opened and were approximately \$60,000 below ODOT's estimate. We will wait to see the final cost. Any savings will be returned to the Village.

**US 62 Two Way Left Turn Lane** – Nothing new to update.

**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 will wait to begin construction until 2016. We are working to get easements and right-of-way documents signed.

**Concord Road I & II** – The apparent low bid is **\$141,779.95** lower than the estimate (\$1,625,000.00).

Company	Phase 1	Phase 2	Total
Columbus Asphalt	\$1,096,652.55	\$748,752.70	\$1,845,405.25
Shelly	\$1,290,542.40	\$876,942.82	\$2,167,485.22
Layton	\$863,153.05	\$620,067.00	\$1,483,220.05
TLV	\$0.00	\$698,582.24	\$698,582.24

We will award Phase 2 tonight and Phase 1 after July 1 due to funding requirements.

### **Administration**

The Mayor and I had lunch with US Representative **Pat Tiberi**. We discussed many items including the decrease in local funding.

I will meet with the **City of New Albany** on June 12 to discuss a planning accord between the Village and City for areas between our communities.

**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.

The organizational meeting of the newly created **Licking County Transportation Improvement District (LCTID)** was held last week. I was lucky enough to be elected as the Vice Chair of the five person board of trustees. A resolution was passed that lists various projects that the LCTID will support at the state level. Various projects include widening Mink Street, widening of Morse Road, widening of Jug Street, widening of Clover Valley (Mink to 62), Thornwood Drive improvements, Cherry Valley bridge, Innovation Parkway Extension, and SR 310 widening from 70 to 40. This was just the first of many meetings and another is scheduled for June 4th.

Respectfully Submitted,



Jim Lenner

DRAFT