



**Village of Johnstown
Regular Council Meeting Minutes
Tuesday, August 18, 2015**

CALL TO ORDER

Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, August 18, 2015 at 7:01 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, Jack Liggett-Service Director, Newt Long-Service Department, Jim Blair-Zoning Inspector, Don Corbin-Chief of Police, Paul Burnhart-Legal Counsel, Josh Beaudinot-Police Department, Justin Anthony-Police Department, Brian Sherrod-Police Department, Teresa Monroe-Clerk of Council

IN ATTENDANCE – PUBLIC: Lewis Main, Benjamin Lee, Debbie Gillum-This Week News

INVOCATION: Given by Councilman David Keck

PLEDGE OF ALLEGIANCE

ACTION ON MINUTES:

August 4, 2015 Regular Council

Moved to approve as written: Bill Van Gundy

Second: David Keck

Roll Call:

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

Pass 7-0

EXECUTIVE SESSION: Pending legal matter; conference with attorney - with Councilmembers, Village Manager Jim Lenner and Paul Burnhart.

Moved to enter executive session: Cheryl Robertson
Second: David Keck

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

Pass 7-0 Start: 7:03 p.m.
 End: 7:15 p.m.

PUBLIC COMMENTS: Mayor Staneart opened the floor for Public Comment.

1. Ben Lee thanked the village for having the bike path trimmed back.

Mayor Staneart closed the floor.

DEPARTMENT DIRECTOR REPORTS

- A. Finance
- B. Service
- C. Police -At Council request, Chief Corbin will begin to track frequency and reason for false alarm calls to commercial/business
- D. Administration

LEGISLATION

A. RESOLUTION NO. 15-17 - A RESOLUTION AUTHORIZING THE VILLAGE MANAGER AND LAW DIRECTOR TO RESOLVE ALL CLAIMS WITHIN INSURANCE POLICY LIMITS

Mr. Lenner said this is a generic policy decision that would allow the Law Director and himself to pay out insurance claims within the policy limit.

Public Hearing: There were no comments

Moved: David Keck
Second: Sean Staneart

Roll Call:

Bob Orsini	Y
Sharon Hendren;	Y
Sean Staneart;	Y
David Keck;	Y

Carol Van Deest Y
Cheryl Robertson Y
Bill Van Gundy Y

Pass 7-0

B. RESOLUTION NO. 15-18 - A RESOLUTION ACCEPTING THE RESIGNATION OF A PUBLIC EMPLOYEE

Mr. Lenner said this is for Officer Jessica Belcher who has not been with us for a while so this is retroactive to April 30, 2014 and he asks for Councils acceptance.

Public Hearing: There were no comments

Moved: Bill Van Gundy

Second: Bob Orsini

Roll Call:

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

Pass 7-0

C. RESOLUTION NO. 15-19 - A RESOLUTION AUTHORIZING SUPPORT OF EXECUTION OF AN ENTERPRISE ZONE AGREEMENT WITH APEKS, LLC AND APEKS II, LLC

This is a tax program in which Apeks is asking to not pay sixty percent of their real estate taxes for ten years as part of the Enterprise Zone project and area as administered by the County Commissioners. Mr. Lenner said the school district is aware of it, he has met with Superintendent Dale Dixon, Dan Evers/Grow Licking County, and the Commissioners are in support of it however the Assistant County Prosecutor wanted a resolution of support from Village Council.

Public Hearing: There were no comments

Moved: Sharon Hendren

Second: Sean Staneart

Roll Call:

Sean Staneart; Y
David Keck; Y
Carol Van Deest Y
Cheryl Robertson Y

Bill Van Gundy Y
Bob Orsini Y
Sharon Hendren; Y

Pass 7-0

Jim Lenner said that he would not be asking for emergency passage tonight of the following Ordinances 16-2015 and 17-2015, it will just be the Introductions; however he would ask for emergency passage at next meeting to waive the thirty day wait period.

D. ORDINANCE NO. 16-2015 - AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,450,000 OF BOND ANTICIPATION NOTES FOR THE PURPOSE OF PAYING PART OF THE COSTS OF CONSTRUCTING VARIOUS STREET AND SIDEWALK IMPROVEMENTS IN THE VILLAGE, AND MATTERS RELATED TO SUCH NOTES, AND DECLARING AN EMERGENCY *Introduction/First Reading*

E. ORDINANCE NO. 17-2015 - AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,550,000 OF BONDS FOR THE PURPOSE OF PAYING PART OF THE COSTS OF CONSTRUCTING VARIOUS STREET AND SIDEWALK IMPROVEMENTS IN THE VILLAGE, AND MATTERS RELATED TO SUCH BONDS, AND DECLARING AN EMERGENCY. *Introduction/First Reading*

OTHER BUSINESS

A. MOTION: To reconsider Ordinance 13-2015

ORDINANCE 13-2015 AN ORDINANCE AMENDING ORDINANCE 11-14 THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

The ordinance was voted on by Council at the previous meeting however the second reading was not waived as necessary when passing by emergency; Law Director advised a “do-over”

Moved: Bob Orsini
Second: David Keck

Roll Call:

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

Pass 7-0

Public Hearing: There were no comments

MOTION: To waive second reading of Ordinance 13-2015

Moved: Sean Stanearth

Second: Cheryl Robertson

Roll Call:

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

Pass 7-0

MOTION: To pass Ordinance 13-2015

Moved: Bill Van Gundy

Second: Sean Stanearth

Roll Call:

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

Pass 7-0

B. Halloween Trick or Treat/Beggar's Night was set for Thursday, October 29, 2015 in accordance with the Licking County Planning Accord; Council designated the time to be 6:00 pm to 7:30 pm

C. Capacity fee evaluation: Jim Lenner said that he along with the Service Director and the Village Engineer have evaluated capacity fees and what we should be charging in order to help defer costs in the future as new homes and businesses come on line taking capacity away from our water and sewer plants. Jack Liggett said it has been twenty years since capacity fees have been evaluated. Mayor Stanearth asked recommendations be brought to Council.

D. The City of New Albany is sponsoring a large planning study and is in the process of forming the Western Licking County Planning Accord. This joint accord between the city of New Albany, Jersey Township, and the village of Johnstown will study critical topics such as land use, open space, economic development and transportation. They are looking for nine to twelve individuals to serve on the steering committee and two elected officials to serve with the elected group; Mr. Lenner asked for direction from Council on how they would like to proceed. Council

will open the invitation to the public and gauge interest before making appointments. Carol Van Deest, Sean Stanart, and Bill Van Gundy expressed interest for the elected official group.

MOTION: To appoint Carol Van Deest to the Western Licking County Accord in the elected official group.

Moved: Cheryl Robertson

Second: David Keck

Roll Call:

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

Pass 6-1

MOTION: To appoint Sean Stanart to the Western Licking County Accord in the elected official group.

Moved: Sharon Hendren

Second: Sean Stanart

Roll Call:

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

Pass 4-3

Carol Van Deest and Sean Stanart are appointed as elected officials to the Western Licking County Accord.

Bill Van Gundy is appointed to the Western Licking County Accord Steering committee.

A Public notice will be posted with a deadline to submit a letter of interest by Monday, August 31, 2015 by 4:30 pm.

E. Bill Van Gundy requested a meeting of the Safety and Service committee regarding removal of two parking spaces across from the Fire station to give sufficient room for the ladder truck to swing in and out. Mr. Lenner said he will seek counsel from the Law Director and get a

recommendation to Council on the parking spaces. The committee does still need to meet regarding Businessmen's parking lot.

ADJOURNMENT

There being no further business to come before Council, David Keck moved to adjourn. Sean Stanearth seconded and all were in favor **Motion passed 7-0**

Thereupon, the meeting adjourned at 7:26 p.m.

RESPECTFULLY SUBMITTED



Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Sean Stanearth

Finance Director's Report to Council
August 18, 2015

1. Income Tax revenues received to date are \$748K. Last year at this time we had received \$895K. We are lower than 2014 by \$147K.
2. Credit Card receipts –We have signed a new contract with Official Payments and hope to be working under our new rate terms by the end of September. This new contract enforces lower overall transaction fees to the customer and eliminates the payment amount cap. There are no fees paid by the Village under this new contract, similar to the old contract. This is a good outcome for the Village and its residents.
3. Debt & TAM – Our \$1.25M BAN is coming due October 15, 2015. We will have an ordinance to introduce at the next Council Meeting regarding rolling a portion of this into another BAN and a portion into Bonds. Additionally we will have legislation specific to borrowing the additional \$1.25M of the previously approved \$2.5MM.
4. 2015 Expenditures – I have prepared an outlook of financial standing as of December 31, 2015 based on actual expenditures and the remaining expected and known expenditures compared with the amounts in the approved budget. This current outlook shows an overall (all funds) expected under spend of \$246K. The **General Fund** is expected to be overspent by \$70K. **All other funds** are expected to be underspent by \$317K, collectively.
5. House Bill 5 – with this new Bill comes income tax change that must be addressed in our municipality; I am attending a training on these changes this week with RITA and expect to have an ordinance written for your approval at the next Council meeting. These changes need to be in effect by Jan 1, 2016.

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

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)

Jim Lenner
Village Manager

Jack Liggett
Service Director

Dana Steffan
Finance Director

Don Corbin
Chief of Police



Sean Stanear
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
www.johnstownohio.org

July Council Report

Water

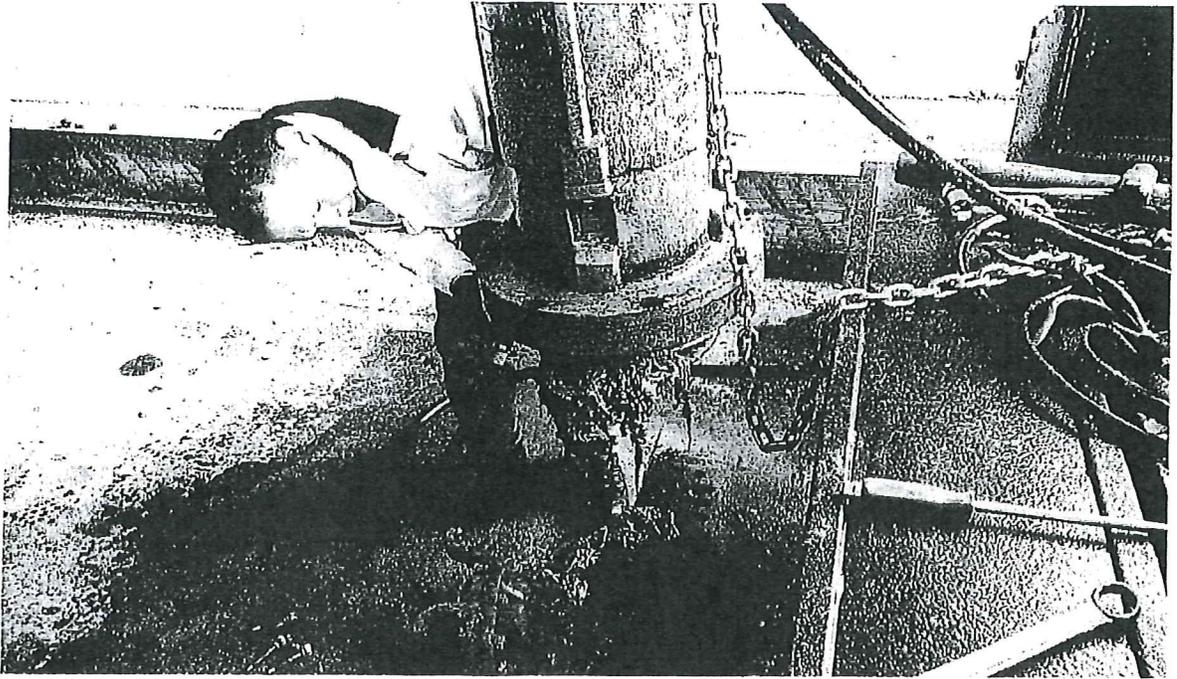
- 1) 12.730 million gallons produced.
- 2) Max day .588 million gallons.
- 3) Minimum day .364 million gallons.
- 4) 30 turn offs for non-payment.
- 5) Yearly EPA compliance testing was performed for TTHM and HAA5
- 6) 80 hours of in house training for Matt Cain.
- 7) New water line installed on North Main St. as a part of the capitol improvements.
- 8) Water line repair made on recreation drive.
- 9) EPA Sanitary Survey was performed by our EPA compliance officer.

Wastewater

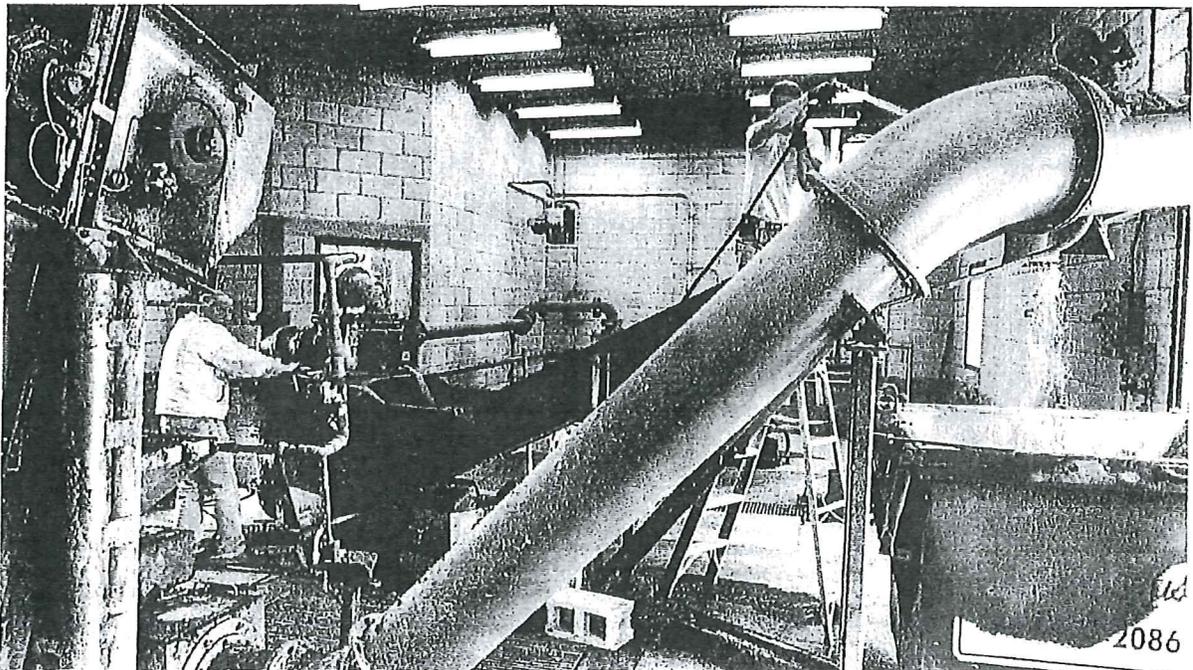
- 1) Total flow 20.719 million gallons.
- 2) Max day 1.4 million gallons.
- 3) Minimum day .330 million gallons.
- 4) Pump at Leafy Dell lift station had to be removed, unclogged, and placed back in service.
- 5) Hired Matt Cain and completed 80 hours of in house training.
- 6) Main raw pit at the sewer plant had new transducer installed.
- 7) New liners installed in the girt system auger.

Street

- 1) Continued repairing holes with cold patch around the village.
- 2) Storm sewer at College and Track St. has been repaired
- 3) Storm sewer at College Street has been repaired.
- 4) Street sweeper has been through Concord Crossing, Leafy Dell and, other various streets through town.



Repair of Leafy Dell lift station pump



Replacing grit liners



Main St. Water line install



Waterline repair on Recreation
Dr.

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 Report July 2015

We were dispatched to 241 calls of which 98 of them were 2 officer calls
We had a total of 1122 calls for service
There were 118 traffic stops
There were a total of 12 accidents
Our officers were in training a total of 0 hours
We handled 10 calls to assist Licking County Sheriff's Office
We responded to 7 Burglary Alarms
Officers were served with 22 subpoenas equal to 66 man hours
A total of 24 crimes were committed

July Info

- 7/1/15- Officer Cooperrider talked to kids at Childcare Unlimited about Bike and Fireworks Safety

Upcoming Sept Events

- 9/13/15 - The Police Dept will be participating in the Cops N Kids Day held in Westerville, Ohio. This is one of the largest events held in central Ohio.
- 9/27/15 - The Police Dept will be participating in the Licking County Public Safety Day being held at The Ohio State University-Newark Campus

Village Manager Report to Village Council

August 18th, 2015

1. **CONCORD ROAD PHASE II** - The Road project is coming along. We have our first layer of asphalt applied. We are using a different technique than conventional paving which includes paving the entire 24 foot roadway in one pass which eliminates the center seam. We met on site with the Energy Cooperative and engineers along with the contractor to discuss a potential change in the sidewalk location east of Concord Crossing East as well as a storm sewer issues that need addressed.
2. **CONCORD ROAD PHASE I** - Nothing has been advanced on this project. The contractor hopes to start asphalt removal within the next 10 days.
3. **JERSEY STREET RECONSTRUCTION** - We have cleaned up a few easement documents that the law director found had errors. We will soon begin contacting property owners to acquire the relatively small amount of property we need to replace the sidewalks and wide in the intersections.
4. **PEDESTRIAN BRIDGE INSTALLATION** - Jack Liggett, Newt Long and I attended a preconstruction conference last week. The contractor estimates construction to begin on August 17 with completion slated for October 31.
5. **MINK STREET BRIDGE REPLACEMENT** - The Licking County Engineer is replacing the deck on the main Street bridge just south of the wastewater treatment facility. The projected like the time foreclosure is eight weeks. Work will begin on August 17.
6. **WEST NILE VIRUS** - The Licking County Health Department reported to the Village the finding of two traps that contained the west Nile Virus. The next day the Health Department fogged the entire Village at no cost to the Village. The virus was found at Belt Park and the Leafy Dell neighborhood.
7. **WESTERN LICKING COUNTY PLANNING ACCORD** - The Village has received the scope of services that will guide the advancement of the Western Licking County Planning accord between the city of New Albany, Jersey Township, and the village of Johnstown.
8. **TJ EVANS BIKE PATH** - The Licking Park District has mowed the bike path from Jersey Street to Concord Road. We greatly appreciate the assistance of the Park District since the Monroe Township trustees were not able to provide assistance at this time.

9. **VILLAGE EQUIPMENT** - We had a police cruiser and service department truck damaged within the past week. We are currently gathering estimates to determine the exact cost of repairing the vehicles. Neither vehicle sustained damage that makes it inoperable.
10. **AUGUST 10TH RAIN STORM** - We received a very large amount of rain in a short amount of time. Our storm sewers were inundated with so much water they could not keep up. Once the storm sewers tops were cleaned off, we could only wait as the water receded from the streets. I believe there were approximately ten streets that became impassable during the storm. We received many calls about water in the yards of residents but we did all we could to get rid of the water as fast as possible. I have heard reports of basements flooding. Our wastewater plant was flooded as well. I do not believe the Village property received any significant damage.
11. **SCHOOL FACILITIES** - The mayor and I attended a recent breakfast celebrating Don Jakeway as the Park National Bank community difference maker award. During this meeting the school district gave an update on the status of the building project. One note of concern is the removal of the connecting drive to Caswell Road. During the first initial review of the project it was believed the turn lane on S. Main St. would not be needed or required by the village since the access was being provided to Caswell road. We will have to reevaluate the need for a turn lane on S. Main St. with the removal of the connecting road.
12. **ECONOMIC DEVELOPMENT PLAN** - I have compiled a draft of the Johnstown Economic Development Plan and sent to the Village Council representatives on the Commission for comment. After reading the plan along with discussions with economic development professionals, I believe we must amend our action plan. Once amended we will convene the JEDC for a discussion on the final plan.
13. **SR 161 DEVELOPMENT** - The Licking County Area Transportation Study recently completed the first phase of a study of the 161 corridor. The purpose of the Corridor Concept Plan was to work with the Steering Committee to identify principles to utilize in creating the development plan. The conceptual development framework describes the community's intent for where and how future growth and development should occur along the SR 161 Western Corridor. It consists of principle statements that describe that intent in words and a map that illustrates where these concepts apply geographically. The document is available here.
14. **ZONING TASK FORCE** - The final draft of the document has been compiled. I must review and provide a recommendation to the Planning & Zoning Commission who will start the process of adoption. There will also be work to redraw the zoning map which will also be presented to the P&Z Commission.

15. **P&Z COMMISSION** - We did not meet on August 5th due to a lack of applications. We will meet again on August 19th to hear an non-conforming use application to enlarge an existing multi family unit on Edwards Road.