



**Village of Johnstown  
Regular Council Meeting Minutes  
Tuesday, December 1, 2015**

**CALL TO ORDER:** Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, December 1, 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, Dana Steffan-Finance Director, Newt Long-Service Department, Jim Blair-Zoning Inspector, Don Corbin-Police Chief, Josh Boudinot- Lt. Police Department, Teresa Monroe-Clerk of Council

**IN ATTENDANCE – PUBLIC:** Ben Lee, Lewis Main, Jerry Pulley, Debbie Gillum-This Week News, Brian and Yvonne Rose

**INVOCATION:** Invocation given by Councilman Bob Orsini

**PLEDGE OF ALLEGIANCE**

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

Moved to approve as written: Bill Van Gundy  
Second: Sean Stanearth

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

Pass 6-0 with one abstention

**CORRESPONDENCE**

1. Department of Commerce; Liquor permit renewals letter
2. Zoning Inspector notice of three property tax assessments

3. Chief Corbin informed Council that arrests had been made out of the recent CVS robbery and approximately one-third of the pills stolen have been recovered. Chief said it was a coordinated effort between Johnstown PD, Licking County Code enforcement, and Licking County Sheriff's department. Lt. Boudinot was commended for his work on the investigation.

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

**LEGISLATION**

**A. ORDINANCE NO. 25-2015** - AN ORDINANCE TO APPROVE EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF JOHNSTOWN, LICKING COUNTY, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2016 *Introduction/ November 3, 2015; Tabled November 17, 2015*

**MOTION:** To take Ordinance 25-2015 from the table

Moved: Bill Van Gundy

Second: Cheryl Robertson

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

Pass 7-0

Mr. Lenner said that they are still working on the budget ordinance; Council Finance Committee and members elect met in workshop again on Monday morning and out of that came discussion of some policy and procedure issues and a review of the Capital Improvements Plan (CIP). An overview of line items was reviewed by Council; the street sweeper had been added into the budget but is still up for discussion. The roadway maintenance schedule for specific roads and spending for CIP funds was discussed and recommended for further discussion to the Safety and Service Committee.

Mayor Stanearth called for a Special Council meeting on December 15, 2015 at 7:00 p.m. and cancelled the regular meeting on December 8, 2015.

Council scheduled a work session for December 7, 2015 at 6:30 a.m. to finish work on the 2016 Budget and have available for inspection on December 8, 2015.

**MOTION:** To table Ordinance 25-2015

Moved: Sean Staneart

Second: David Keck

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. ORDINANCE 26-2015** - AN ORDINANCE AMENDING ORDINANCE 11-14, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS *Introduction November 3, 2015; Tabled November 17, 2015*

**MOTION:** To remove Ordinance 26-2015 from the table

Moved: Bill Van Gundy

Second: David Keck

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

Councilman Keck said that there was considerable discussion on this in Finance committee. This is an adjustment in this year's budget to accommodate a glitch in the calendar that occurs only every eleven years. Salaried employee's annual pay is figured over twenty six pay checks per year. The problem is with the need for a twenty-seventh pay check in the year due to the way the pays fall. Mr. Keck says this should not happen again as it will now be recorded and a proactive plan put in place for this in the future to be spread out over the year in which this anomaly falls.

At last meeting there was discussion of the dollar amounts of some of the position line items. Finance Director Dana Steffan clarified tonight that the dollar amounts in the line items are not solely for one extra payroll, these numbers also account for budget shortages for the rest of this

year such as the ten percent budget cut from the beginning of the year and for unforeseen items such as overtime, holiday/sick time/comp time pay.

Mayor Stanearth opened the floor for public hearing. There were no comments from the public and Mayor Stanearth closed the floor.

**MOTION:** To approve Ordinance 26-2015

Moved: David Keck

Second: Carol Van Deest

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

Pass 6-0 with one abstention

**C. ORDINANCE 27-2015** - AN ORDINANCE AMENDING ORDINANCE 11-14, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS *Introduction/First reading*

Mr. Lenner said in the budget meeting, it was recommended that some smaller funds be cleared out. There was a small amount of money left in the Babcock Fund that was not appropriated this year; the Finance Committee recommended that we appropriate it and donated back to the Babcock Fund or make a donation to the local food pantry in Mary E. Babcock's name. Councilman Van Gundy recommended returning it back to the Babcock Fund. The second reading and Public Hearing will be held next meeting.

**D. RESOLUTION 15-26** - A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH THE LICKING COUNTY BOARD OF COMMISSIONERS FOR REIMBURSEMENT OF LEGAL COUNSEL FOR INDIGENT DEFENDANTS FOR THE VILLAGE OF JOHNSTOWN, OHIO *Introduction/Public Hearing/Vote*

Mr. Lenner said this is required by the County commissioners annually.

Mayor Stanearth opened the floor for public hearing. There were no comments from the public and Mayor Stanearth closed the floor.

**MOTION:** To approve Resolution 15-26

Moved: Bill Van Gundy

Second: Bob Orsini

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

Pass 7-0

**E. RESOLUTION NO. 15-27** - A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND TIME FOR ALL REGULAR VILLAGE COUNCIL MEETINGS FOR THE 2016 CALENDAR YEAR *Introduction/Public Hearing/Vote*

Regular Council meetings will continue to be held the first and third Tuesday of each month; after discussion, Council agreed to change the meeting start time from 7:00 p.m. to 6:30 p.m.

Mayor Staneart opened the floor for public hearing. There were no comments from the public and Mayor Staneart closed the floor.

**MOTION:** To approve Resolution 15-27 with a regular Council meeting start time of 6:30 p.m. for 2016

Moved: Bill Van Gundy

Second: Sean Staneart

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

Pass 5-0 with two abstentions

**F. RESOLUTION NO. 15-28** - A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND TIME FOR ALL REGULAR PLANNING & ZONING COMMISSION MEETINGS FOR THE 2016 CALENDAR YEAR *Introduction/Public Hearing/Vote*

Mayor Staneart opened the floor for public hearing. Comments from the public prompted discussion on whether or not to hold only one meeting per month and also start time. Council agreed that two meetings gave the public more opportunity to attend and for agenda items to be scheduled as needed; it is easier to cancel for lack of applications than to ask applicants to wait longer. There were no further public comments and Mayor Staneart closed the floor.

Zoning Commission meetings will continue to be held the first and third Wednesday of each month except only one meeting in December and will maintain a 6:30 p.m. start time.

**MOTION:** To approve Res 15-28 as written:

Moved: Sharon Hendren

Second: Sean Staneart

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

Pass 5-0 with two abstentions

**G. RESOLUTION NO. 15-29** - A RESOLUTION ESTABLISHING THE 2016 HOLIDAYS WHICH THE VILLAGE OF JOHNSTOWN MUNICIPAL OFFICES WILL BE CLOSED FOR BUSINESS *Introduction/Public Hearing/Vote*

Mayor Staneart opened the floor for public hearing. There were no comments from the public and Mayor Staneart closed the floor.

**MOTION:** To approve Res 15-29 as written

Moved: Bill Van Gundy

Second: Carol Van Deest

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

Pass 5-0 with two abstentions

### **OTHER BUSINESS**

1. Mayor Staneart said that blank evaluation forms will be found and forwarded to Council for the Village Manager's upcoming review; Councilman Orsini said that he thought he had them from the prior review. Councilman Van Gundy said that he would like to have the opinions of

Councilmen Orsini and Keck prior to their departure from Council. An Executive Session will be schedule for the December 15, 2015 Council meeting for the Village Manager review.

**ADJOURNMENT:** There being no further business to come before Council, Sean Stanearth moved to adjourn, David Keck seconded and all were in favor 7-0. Thereupon, the meeting adjourned at 8:28 p.m.

RESPECTFULLY SUBMITTED



Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Sean Stanearth