Village of Johnstown
Regular Council Meeting Minutes
Tuesday, March 15, 2016

CALL TO ORDER: Mayor Sean Staneart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, March 15, 2016 at 6:35 p.m.

COUNCIL ROLL CALL: Lewie Main; present, Ben Lee; present, Cheryl Robertson; present, Sharon Hendren; present, Mayor Sean Staneart; present, Bill Van Gundy; 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-Police Chief, Teresa Monroe-Clerk of Council

IN ATTENDANCE – PUBLIC: Jerry Pulley, Robert Roberts

INVOCATION: Invocation given by Councilman Van Gundy

PLEDGE OF ALLEGIANCE

ACTION ON MINUTES: March 1, 2016

Moved: Bill Van Gundy
Second: Carol Van Deest

MOTION: To approve as written

Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y

Pass 7-0

CORRESPONDENCE: Public Notices from EPA regarding wetlands at Mink Street interchange; no action needed.

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

COUNCIL COMMITTEE REPORTS

Parks and Recreation: Met 3/2/16 Sharon Hendren was elected as Chairperson. The committee discussed how other communities fund and operate their recreation programs; also looked at and mapped an inventory of current facilities within the Village, Monroe Township, and JYAA that are available to the community; a location map was constructed. At the next meeting the committee will review the map and discuss the possibility of going to a whole rec district and identify goals.

Economic Development: Met 3/3/16; Chairwoman Cheryl Robertson reports that Jim Lenner is still working on the Economic Development brochures and developing a website.

Rules: Met 3/7/16; Chairman Lewie Main reports that the review of the Council Rules of Procedure has been completed; the changes will be made and Council will review before adoption. At this point there is no need for additional meetings on rules; meetings will be suspended until needed.

Finance: The 3/15/16 meeting was cancelled in the absence of the Finance Director; a makeup date is possible to review numbers on the Jersey Street project.

Safety and Service: Will meet 3/16/16; Discussion of this year's roadway maintenance program. Council has also tasked the committee with looking at downtown parking and crosswalks.

Personnel Board of Review: Council members are still working on the Village Manager review, Mr. Van Gundy said that he would like the reviews turned in to him by the second council meeting in April (4/19/16).

School District Liaison: The 3/1/16 meeting was cancelled; next meeting will be 4/5/16.

Councilwoman Van Deest said that being mindful of the Village Managers time, the committee chairs should take a more active role in preparing the committee meeting agendas, notes during meetings, and notice or cancellation of meetings; she also questioned the necessity of having all committees meet monthly. Mayor Staneart said that Council should review their previous priority list to help them determine needed meetings and proper frequency.

It was determined that the Park and Rec committee would skip the April meeting and meet in May to discuss the Rolling Meadows grant. The Rules committee will suspend all meetings until there is a need. Personnel Board of Review will remain as needed. All others will remain as scheduled until otherwise changed based on priority.

DIRECTOR REPORTS

a. Police - Attached to these minutes

*Chief Corbin thanked Lieutenant David Blair and Battalion Chief Chris Blair along with the Columbus Fire Department for the donation of a bomb and explosive identification kit for educational purposes to help the Police Officers.

b. Finance - Attached to these minutes

LEGISLATION

A. ORDINANCE NO. 08-2016 AN ORDINANCE AMENDING SECTION 1155.03, CONDITIONAL USES," OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN.
Introduction/First reading February 16, 2016 ~ Tabled March 1, 2016 ~ ***Second reading/ Public Hearing/Vote***

This ordinance was tabled at the March 1, 2016 meeting to allow the Planning and Zoning Commission to review the criteria and standards for Conditional Uses which they have and are recommending coinciding legislation Ordinance 16-2016.

MOTION: To remove Ordinance 08-2016 from the table.

Moved: Carol Van Deest
Second: Sharon Hendren

Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y

Pass 7-0

Mr. Lenner said that timing is the issue with this Ordinance in relation to Ordinance 16-2016; they should become effective at the same time; council was provided options for consideration.

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 08-2016

Moved: Ben Lee
Second: Carol Van Deest

Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y

Pass 7-0

B. <u>ORDINANCE NO. 09-2016</u> AN ORDINANCE TO APPROPRIATE .003 PERMANENT FEE SIMPLE RIGHT OF WAY, .010 ACRE, MORE OR LESS, PERMANENT EASEMENT, AND.003 AND .006 ACRE, MORE OR LESS TEMPORARY CONSTRUCTION EASEMENTS FROM SCOTT **BABBS**, FROM THE PROPERTY LOCATED AT 217 SOUTH MAIN STREET FOR THE JERSEY STREET IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY.

Jim Lenner said that Mr. Babbs has signed all of the easement paperwork and asked Council to withdraw this legislation.

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To withdraw Ordinance 09-2016

Moved: <u>Carol Van Deest</u>
Second: <u>Cheryl Robertson</u>

Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y

Pass 7-0

C. <u>ORDINANCE NO. 10-2016</u> AN ORDINANCE TO APPROPRIATE .004 ACRE, MORE OR LESS, PERMANENT EASEMENT, AND .001 ACRE, MORE OR LESS TEMPORARY CONSTRUCTION EASEMENT FROM COREY **APPERSON**, FROM THE PROPERTY LOCATED AT 74 WEST JERSEY STREET FOR THE JERSEY STREET IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY. *Introduction/First reading March 1, 2016 – **Public hearing/vote***

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 10-2016 as written

Moved: <u>Lewie Main</u>
Second: <u>Sean Staneart</u>

Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y

Pass 7-0

D. <u>ORDINANCE NO. 11-2016</u> AN ORDINANCE TO APPROPRIATE .003 ACRE, MORE OR LESS, PERMANENT EASEMENT, AND .003 ACRE, MORE OR LESS TEMPORARY CONSTRUCTION EASEMENT FROM **YODERS,** FROM THE PROPERTY LOCATED AT 33 WEST JERSEY STREET FOR THE JERSEY STREET IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY. *Introduction/First reading March 1, 2016 – **Public hearing/vote***

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 11-2016 as written

Moved: <u>Cheryl Robertson</u>
Second: <u>Sean Staneart</u>

Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y

Pass 7-0

E. <u>ORDINANCE NO. 12-2016</u> AN ORDINANCE TO APPROPRIATE .003 ACRE, MORE OR LESS, PERMANENT EASEMENT, AND .005 ACRE, MORE OR LESS TEMPORARY CONSTRUCTION EASEMENT FROM **NEIBARGERS,** FROM THE PROPERTY LOCATED AT 175 WEST JERSEY STREET FOR THE JERSEY STREET IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY. *Introduction/First reading March 1, 2016 – **Public hearing/vote***

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 12-2016 as written

Moved: <u>Lewie Main</u>
Second: <u>Sean Staneart</u>

Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y

Pass 7-0

F. <u>ORDINANCE NO. 13-2016</u> AN ORDINANCE AMENDING ORDINANCE 25-15, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS. *Introduction/First reading March 1, 2016 – **Public hearing/vote***

This is the second reading for the $40,000 appropriation to sewer on the two failed pumps at the Leafy Dell lift station.

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 13-2016 as written

Moved: <u>Carol Van Deest</u>
Second: <u>Ben Lee</u>

Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y

Pass 7-0

G. <u>ORDINANCE NO. 15-2016</u> AN ORDINANCE TO AMEND PART ONE - ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN. ***Introduction/First reading***

The Village wishes to hold a surplus property auction and this legislation will allow the Village to sell items no longer of value to Johnstown.

Police Chief Corbin reviewed for council how the Village comes to own unclaimed or seized items through the police department.

There was discussion of including Monroe Township and any surplus items they may have.

It was decided by Council that the auction will be held June 11, 2016 at 10:00 a.m.

Village employees will be restricted from bidding on or purchasing auction items.

The public hearing will be April 5, 2016

H. <u>ORDINANCE NO. 16-2016</u> AN ORDINANCE AMENDING SECTION 1131.06, "CRITERIA FOR APPROVAL" OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN. ***Introduction/First reading***

This ordinance will add general conditions that will apply to all conditional uses. Staff recommends that Council follow normal ordinance timeline but pass as emergency to make the effective date April 15, 2016 to parallel Ordinance 08-2016.

The public hearing will be April 5, 2016

I. <u>ORDINANCE 17-2016</u> AN ORDINANCE AMENDING ORDINANCE 25-15, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS ***Introduction/First reading/Vote***

Mr. Lenner said that if the Police Department is able to acquire the Government Safety Capital Grant then the Village would receive two police cruisers and this would eliminate a budget line item next year. This ordinance allows the Village to increase by $10,000 the originally approved $20,000 for a total of $30,000 as our contribution when submitting the grant application. Staff further requests that Council waive the second reading for immediate effect due to grant application timing requirements.

MOTION: To waive the second reading of Ordinance 17-2016

Moved: <u>Bill Van Gundy</u>
Second: <u>Sean Staneart</u>

Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y

Pass 7-0

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To approve Ordinance 17-2016 as written

Moved: <u>Lewie Main</u>
Second: <u>Ben Lee</u>

Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y

Ben Lee; Y

Pass 7-0

J. <u>RESOLUTION 2016-11</u> A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT NEIGHBORHOOD REVITALIZATION GRANT APPLICATION ON BEHALF OF THE VILLAGE OF JOHNSTOWN, OHIO FOR THE IMPROVEMENT OF THE ROLLING MEADOWS NEIGHBORHOOD ***Introduction/Public Hearing/Vote***

The Village is eligible to apply for a $500,000 grant opportunity for a revitalization project. The grant begins at a Federal level, comes down through the State and funds are administered by the County. Licking County would be adding funds as well as helping village staff pull the grant together; this would be the first grant of this kind applied for in the county. There will be Public hearings in April and May on identified projects to get input from area residents. This resolution would allow the Village Manager to draft the grant.

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Resolution and Mayor Staneart closed the floor.

MOTION: To approve Resolution 2016-11 as written

Moved: <u>Carol Van Deest</u>
Second: <u>Sharon Hendren</u>

Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	A
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y

Pass 6-0 with one abstention

K. <u>RESOLUTION 2016-12</u> A RESOLUTION TO APPOINT MEMBERS TO THE JOHNSTOWN ECONOMIC DEVELOPMENT COMMISSION ***Introduction/Public Hearing/Vote***

Some members of the Economic Development Commission have stepped down or moved on and replacements need to be made. The Clerk of Council, Finance Director, and Law Director will be removed as ex-officio members and it will be stated as the fourth whereas in the resolution.

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Resolution and Mayor Staneart closed the floor.

MOTION: To approve Resolution 2016-12 as amended

Moved: <u>Sean Staneart</u>
Second: <u>Lewie Main</u>

Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y

Pass 7-0

L. <u>ORDINANCE 18-2016</u> AN ORDINANCE TO APPROPRIATE .008 ACRE, MORE OR LESS, PERMANENT EASEMENT, AND .004 ACRE, MORE OR LESS TEMPORARY CONSTRUCTION EASEMENT FROM MARK TURNER, FROM THE PROPERTY LOCATED AT 120 WEST JERSEY STREET FOR THE JERSEY STREET IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY ***Introduction/Public Hearing/Vote***

This is the same as the other West Jersey street easements but was delayed; Mr. Turner only just received the paperwork and is believed to be signing. Staff requests emergency passage to keep this ordinance parallel with all the others.

MOTION: To waive the second reading of Ordinance 18-2016

Moved: <u>Sean Staneart</u>
Second: <u>Bill Van Gundy</u>

Bill Van Gundy;	Y
Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y

Pass 7-0

Public Hearing: Mayor Staneart opened the floor to the public; no-one spoke for or against the Ordinance and Mayor Staneart closed the floor.

MOTION: To pass Ordinance 18-2016 as emergency to take effect immediately

Moved: <u>Bill Van Gundy</u>
Second: <u>Carol Van Deest</u>

Carol Van Deest;	Y
Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y

Pass 7-0

OTHER BUSINESS

1. Finance committee will meet March 22, 2016 5:00pm – 6:30pm

2. Property owner at Duncan Plains and 62 requested to tap into Johnstown water system, the Law Director is drafting a developer's agreement. Proper abandonment of existing well will be overseen by the health department. This property owner has agreed to annex into the village and would happen along with the Holbrook property. Mayor Staneart said that he has property in that area and will abstain from further discussion on this matter.

3. Safety and Service was tasked with evaluating the cross walks previously discussed.

4. The admin building is seeing age and the flat roof continues to leak; requests will be made for estimates on pitching the roof.

5. A work session will be scheduled for council to review their priority list, Mr. Lenner will send out a template.

6. Manager reviews are due to Mr. Van Gundy by April 19, 2016 and Council will plan Executive Session for May 3, 2016 to discuss review.

ADJOURNMENT: There being no further business to come before Council, Ms. Hendren moved to adjourn, Mr. Lee seconded and the vote was as follows:

Lewie Main;	Y
Ben Lee;	Y
Cheryl Robertson;	Y
Sharon Hendren;	Y
Sean Staneart;	Y
Bill Van Gundy;	Y
Carol Van Deest;	Y

Thereupon, the meeting adjourned at 8:01 p.m.

RESPECTFULLY SUBMITTED

Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED

Mayor Sean Staneart

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 February 2016

We were dispatched to 168 calls of which76 of them were 2 officer calls
We had a total of 1575 calls for service
There were 83 traffic stops
There were a total of 5 accidents
Our officers were in training a total of 60 hours
We handled 10 calls to assist Licking County Sheriff's Office
We responded to 13 Burglary Alarms
Officers were served with 12 subpoenas equal to 36 man hours
Total of 2 warrants served
A total of 20 crimes were committed

February Info

- 2/4/16 Officer Cooperrider and Lt. Boudinot provided a tour with 2 kids through the Police Dept
- 2/8/16 Officer Anthony talked with the Boy Scouts at American legion Hall

We would like to thank Lt David Blair and Bat Chief Chris Blair along with The Columbus Fire Dept for providing The Police Dept with a Bomb Identification Kit (Explosives Simulation Kit)

Village of Johnstown
Administrative Offices
www.johnstownohio.org

VILLAGE OF JOHNSTOWN, OHIO

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Finance Director's Report to Council
March 15, 2016

1. Total 2016 Income Tax revenues collected to-date is equal to 2015 (collected $342,000 to date).

2. 2015 Financial Statements. The 2015 Year-end Financial Statements have been filed with the Auditor of State's office as of 2/22/2016.

3. OWDA Interest Rate Buy-Down. We received notice from the Ohio Water Development Authority of their implementation of in interest rate buy-down program to assist communities with outstanding OWDA loans. Current borrowers with interest rates higher than 4.00% will see a reduction of interest rates on the outstanding balance of those loans to 4.00%. This buy-down commenced retroactively with our January 1, 2016 payment and will carry through to the loan(s) maturity. The Village has one loan that fits the criteria: loan 3705, Water Storage Tank, with an interest rate of 4.64%. This will positively affect the Water Debt Service Fund by $16,886 over the next 16 years. The last payment date on this loan is 07/01/2032 and the Village has been paying roughly $23,000 annually in principal and interest combined.

4. Energy prices likely on the rise. The PUCO of Ohio is expected to vote in the near future on a request from AEP and other energy companies to force ratepayers to subsidize aging power plants. Our energy guru, Darrell Bragg of RD Energy, felt confident in predicting that the PUCO will vote in favor of AEP. The Village has proactively taken measures to reduce energy costs: 1) by locking in lower rates in 2016 and 2) signing up to participate in both the Peak Load Management and Demand Response Programs for the Water and Wastewater Treatment plants. We expect the savings generated from these initiatives to help offset any rising energy costs.

5. Safety Congress. I attended the Ohio Safety Congress & Expo on Friday March 11th. Attendance here and at other seminars throughout the year will help the Village retain our current lower "group" rating for worker's compensation.

6. Insurance on Pumps. I have inquired about whether we can submit an insurance claim on the sewer lift station pumps at Leafy Dell that burned out (reference Ord 13-2016). Our insurer, MVP Agency, has advised that submitting a claim is a good idea and that our premiums would not likely increase as a result. I am working with Mr. Liggett on submitting the claim, more details will be provided as they become available.

7. Water E-billing. We have set up an online Village account through Smartbill (the company to which we outsource our water billing services) for our water & sewer customers to receive monthly bills electronically. Customers can now set up their own personal account through the web portal, and on there they have the ability to view their current and past invoices at their convenience. So far we have received positive feedback from the public on this feature. There is a link on www.johnstownohio.org that takes customers directly to the E-billing website.

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

Dana Steffan, CPA
Finance Director