



**Village of Johnstown
Regular Council Meeting Minutes
Tuesday, April 5, 2016**

CALL TO ORDER: Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, April 5, 2016 at 6:30 p.m.

COUNCIL ROLL CALL: Lewie Main; present, Ben Lee; present, Cheryl Robertson; present, Sharon Hendren; present, Mayor Sean Stanearth; present, Bill Van Gundy; present, Carol Van Deest; present.

IN ATTENDANCE – STAFF: Jack Liggett-Service Director, Newt Long-Service Department, Dana Steffan – Finance Director, Jim Blair-Zoning Inspector, Don Corbin-Police Chief, Teresa Monroe-Clerk of Council

IN ATTENDANCE – PUBLIC: Brad May and family, Yvonne Rose

INVOCATION: Invocation given by Mayor Sean Stanearth

PLEDGE OF ALLEGIANCE

SWEARING IN: Officer Brad May took the oath of office and was sworn in by Mayor Stanearth. Officer May has been hired to replace a full time officer who is leaving in June.

ACTION ON MINUTES: March 15, 2016

Moved: Lewie Main

Second: Sharon Hendren

MOTION: To approve as written

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

Pass 7-0

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

COUNCIL COMMITTEE REPORTS

Safety and Service: Met 3/16/16; nothing new to report

Economic Development: Met 3/31/16; Chairwoman Cheryl Robertson reports that Jim Lenner has done an excellent job working to launch the Economic Development website www.johnstownohedc.org and has completed a marketing packet highlighting Johnstown and Licking County.

Finance: Met 3/31/16; Chairman Ben Lee said topics discussed were the current village debt schedule, current income tax position, and the Opengov financial management system previously presented.

School District Liaison: Met 4/5/16; Bill Van Gundy reports that the meeting was kept short in the absence of Mr. Dickson; one item discussed was the use of the school buildings to be vacated at Oregon and Adams as the new schools buildings are opened up. Mr. Van Gundy said that he and Mr. Main were reassured by Mrs. Booher that there was nothing on the books for those buildings at this time. Mr. Van Gundy said that he feels confident they have kept to the agreement previously discussed regarding the water tap issues. Also discussed were school traffic issues during the West Jersey Street construction – these concerns will be forwarded to Safety and Service. Service Director said hopefully Columbia Gas will be finished by the end of this month and then we will have better traffic control patterns. There will be a ground breaking ceremony April 23rd at the new Leafy Dell elementary school site.

Parks and Recreation: will meet next on May 4, 2016

Rules: Nothing new to report, no meeting scheduled

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).

Mr. Blair provided updates on Planning and Zoning Commission.

DIRECTOR REPORTS

- a. Service
- b. Manager

Reports are attached to these minutes

LEGISLATION

A. ORDINANCE NO. 15-2016 AN ORDINANCE TO AMEND PART ONE - ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN. *Introduction/First reading March 15, 2016 – Public Hearing Vote*

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. The auction will be held at the Municipal building on June 11, 2016 at 10:00 am. The first reading of this ordinance was held March 15, 2016.

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

MOTION: To approve Ordinance 15-2016 as written

Moved: Sharon Hendren
Second: Carol Van Deest

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

Pass 7-0

B. ORDINANCE NO. 16-2016 AN ORDINANCE AMENDING SECTION 1131.06, "CRITERIA FOR APPROVAL" OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN.

*Introduction/First reading- **Public Hearing/Vote***

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

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

MOTION: To pass Ordinance 16-2016 as amended and as an Emergency with an effective date of April 15, 2016.

Moved: Carol Van Deest
Second: Cheryl Robertson

Mr. Van Gundy stated that this legislation was discussed with School Liaison Committee and his understanding is that this will not affect the schools when adding the playground at the new Leafy Dell elementary and if it will then he thinks this legislation should be tabled. Mayor Stanearth said that playgrounds are a conditional use in a residential area so we would need to rezone the school sight as it is shown on the strategic plan to institutional or special use and there is time to do that.

Mr. Main said that he could not support the wording of the Ordinance with so many restrictions that do not apply to Johnstown.

Cheryl Robertson	Y
Sharon Hendren;	Y
Sean Stanearth;	Y
Bill Van Gundy;	N
Carol Van Deest;	Y

Lewie Main; N
Ben Lee; Y

Pass 5-2

OTHER BUSINESS

1. Council members still working on the Manager review
2. Mr. Lenner to get a priorities list out to council members
3. Enforcement of solicitors – To Chief Corbin
4. Investigate Semi cab parking in the Library parking lot
5. Businessmen’s parking lot repair/patching – best avenue to proceed; to Safety & Service

ADJOURNMENT: There being no further business to come before Council, Mr. Main moved to adjourn, Mayor Stanearth seconded and the vote was as follows:

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

Thereupon, the meeting adjourned at 7:43 p.m.

RESPECTFULLY SUBMITTED

APPROVED AS PRESENTED



Teresa Monroe, Clerk of Council



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
Ben Lee
Sharon Hendren
William Van Gundy
Lewis Main
Cheryl Robertson
Carol Van Deest

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March Council Report

Water

- 1) 41 turn offs for non-payment.
- 2) Continued installing new meters in homes reading in 1000's.
- 3) New total coliform sample sites were selected within the village as required by Ohio EPA.
- 4) 1 of the 2 pumps in the lime silo has started showing signs of bearing issues and we are currently looking to get that pump rebuilt and replaced.
- 5) Repaired waterline on Kasson St. due to low pressure.
- 6) Repaired hit fire hydrant at the intersection of College and Kasson St.

Wastewater

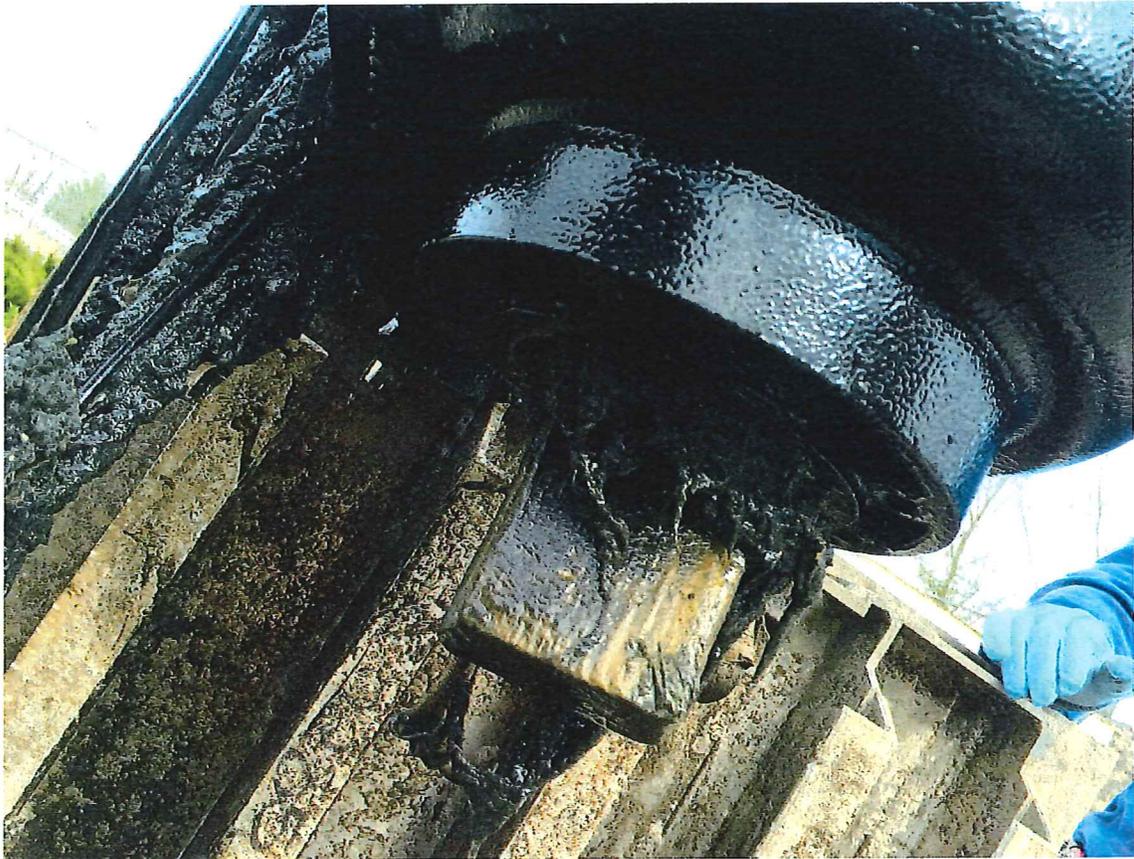
- 1) Power washed post air tank and U.V. channel.
- 2) Hauled biosolids to farmers field for land application.
- 3) Repaired pump at septage receiving building.
- 4) Quarterly hot spots were jetted.
- 5) 3 after hour call ins for emergency sewer jetting.

Street

- 1) Continued repairing holes with cold patch around the village.
- 2) Street sweeping has been to all major developments to clean.
- 3) Repaired a failing catch basin at the corner of Phallen and Oregon St.
- 4) Repaired a failing catch basin at the corner of College and Oregon St.
- 5) Repaired a failing storm sewer line at the corner of Douglas and Williams St.
- 6) Jack and Newt attended a 1 day class on traffic signs addressing upcoming laws changing what the village sign requirements will be.
- 7) Started cutting ditch lines on commerce Blvd to help with the ditch drainage issues.
- 8) Regraded streets for micro seal and onyx coatings.



Fire hydrant at the intersection of College and Kasson St.



2x4 stuck in pump at sewer plant septage receiving



Repaired waterline on Kasson St. due to low pressure.

MANAGER REPORT TO COUNCIL

April 5, 2016

Prepared by Jim Lenner, Village Manager

Council Committee and Commissions

The Planning & Zoning Commission – Met on March 16th to review the first submission of the Marathon Station rebranding. It will become a Shell Station once approved. The second submission will be made to the Commission on April 6th. A work session with the Planning & Zoning Commission was also held on March 16th. Through a great discussion, it was determined that design guidelines must be developed to support the Commission and visualize what Village Council wants in future development. The staff is currently pulling together the Request for Proposals and will send to interested parties in the next 30 days.

School Liaison Committee – Will meet April 5th at 5:00pm.

Economic Development

Future Business Park – The property owner has not rejected nor accepted the Port Authority's purchase offer.

Marketing Packets – Our six-sheet marketing packet is complete with new folders. If you would like one, please pick one up in the office.

Harrison Road East - The proposed Harrison Road East development in the Harrison Road/Jug Street/Mink Street area. The proposal shows over 2.4 million square feet within 20 buildings. This project area is within Jersey Township but seems to be heading for annexation to New Albany. This is also the location of the new Mink Street/161 interchange. The road alignment has been approved and will be under construction this spring.

Atrium Building - We have a client taking a very diligent look at the facility. A request for information was submitted to JobsOhio on behalf of the Village by GROW Licking County. No further information is available at this time.

GROW Licking County – I will be attending the MRO Americas Conference in Dallas with Mayor Johns from Heath and GROW LC Director Nate Strum. We are meeting with

site selectors, realtors and brokers over the five day trip as well as attending the conference.

Private Development

Although nothing concrete we believe there will be a new auto parts store and bank constructed in 2016. Both projects will have to go through the architectural review process with the Planning and Zoning Commission.

Capital Improvement Projects

Raccoon Creek Pedestrian Bridge – We haven't received word on the amount of money to be returned to the Village.

US 62 Two Way Left Turn Lane – Right of way and utility relocation costs continue to rise. More information will be available at the end of April.

Jersey Street – Work has started and we have seen change order requests due to items found once construction started.

Concord Road I & II – Once the weather breaks this spring the final layer of asphalt will go down and the sidewalks will be completed.

Johnstown Bypass - No further discussion has taken place.

Oregon/Williams Storm Sewer Replacement - We are waiting on a formal announcement from OPWC District 17 as to who will receive funding. We have received confirmation from the county that we will receive funding. We have begun the process to design the storm sewer and will begin to notify property owners when the design is complete.

Administration

Ben Lee and I will be attending the MORPC State of the Region Address on May 6th.

I have begun drafting new job descriptions and organizational plan to better utilize the strengths of our administration staff.

Our Administrative Assistant/Billing Clerk resigned and the process to replace has begun.

Respectfully Submitted - Jim Lenner