



Village of Johnstown
Regular Council Meeting Minutes
Tuesday, August 16, 2016

CALL TO ORDER: Mayor Sean Stanearth Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, August 16, 2016 at 6:35 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: Jim Lenner – Manager, Jack Liggett – Assistant Manager, Dana Steffan – Finance Director, Don Corbin – Police Chief, Josh Boudinot – Police Lt., Newt Long – Service Director, Jim Blair – Zoning Inspector, Teresa Monroe-Clerk of Council

IN ATTENDANCE – PUBLIC: Tom Green, Robert Roberts, Steve Snyder, Charles Campbell, Nate Strum – GROW Licking County, Terry Henson, Andy Joseph and family - Apeks, Steve and Judy Joseph, Phil Scherer, Lana Amos, Brian and Yvonne Rose, Troy Hendren, Dudley Wright, Preston Hale – American Legion Post 254, Marla Kuhlman – This Week News

INVOCATION: Invocation given by Councilman Van Gundy.

ACTION ON MINUTES: August 2, 2016

MOTION: To approve as written

Moved: Bill Van Gundy

Second: Carol Van Deest

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

CORRESPONDENCE: None

CITIZEN COMMENTS

1. Terry Henson; Owner 40 West Jersey Street (Current Crossfit building) –said that when the business opened in October 2015 a leak was detected when the water was turned on, near the stop on his side and before the meter; he had the leak repaired and reports it has not leaked since. Mr. Henson said he was contacted last Wednesday and told that he had another leak and it must be repaired; he feels this new leak has been caused by the Jersey Street construction project and he has come to get a decision on who is responsible for fixing it.

Jack Liggett referred to village ordinance that states the homeowner is responsible for leaks or breaks from the curb stop to the house. As part of the Jersey Street project, new line was installed on the village side from the main to the curb stop; Council reviewed the inspector’s report whose comments were that the line beyond the stop looked pitted and past its useful life. Mr. Liggett told Council that he believes fatigue and age of the line is what caused the first leak last year as well as this leak, he said based on our ordinance and what the inspector saw at the time he believes Mr. Henson is responsible to repair his line.

MOTION: After Council discussion, Mr. Main **moved to repair the line from curb box to the building, one time.** Mr. Van Gundy seconded and the vote was as follows:

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

Fail 5-2 against

Mr. Henson will be responsible to repair the leak in the line.

COUNCIL COMMITTEE REPORTS

- a. **Parks and Recreation** –Sharon Hendren reported that the Joint Park & Rec met 8/4/16 with Trustees from Monroe and Jersey townships along with the Johnstown-Monroe school board, Andy Joseph, and Village staff; there were good discussions and all seemed interested in pursuing the possibility of a Joint Park and Rec district. The next meeting will be September 22, 2016.
- b. **Planning & Zoning Commission** – Mayor Stanearth reported from the 8/3/16 meeting and said that consensus of the board is there is a need to tighten up the design guidelines for commercial properties.
- c. **Economic Development** – Cheryl Robertson reported from the 8/4/16 meeting; discussion revolved around Resolution 2016-27 which is on the agenda tonight.
- d. **Finance** – Ben Lee reported on the 8/16/16 meeting; topics discussed were the upcoming debt schedule – notes vs bonds, the Finance Directors report of revenue and expenditures, and tax credit scenarios. Other discussions were items D and E on agenda tonight.
- e. **Safety and Service** – will not meet 8/17/16; postponed to 9/21/16
- f. **School District Liaison** – Next 9/6/16

- g. **Rules** – nothing scheduled
- h. **Personnel Board of Review** – nothing scheduled

DIRECTOR REPORTS

- a. **Police;** Chief Corbin reviewed his report with Council; report attached to these minutes
- b. **Finance;** Report attached to these minutes

LEGISLATION

A. RESOLUTION 2016-26 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AGREEMENT WITH THE LICKING PARK DISTRICT FOR THE JOINT USE MAINTENANCE TO THE TJ EVANS BIKE PATH *Introduction/Public Hearing/Vote*

This is a basic agreement for joint maintenance of the path from East Jersey Street to Concord Road.

Public Hearing: No one spoke for or against

MOTION: To approve as written

Moved: Bill Van Gundy
 Second: Carol Van Deest

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

B. RESOLUTION 2016-27 A RESOLUTION DECLARING THE VILLAGE OF JOHNSTOWN’S DESIRE TO NOT PROHIBIT OR LIMIT LEGAL MEDICAL MARIJUANA OPERATIONS WITHIN ITS LIMITS. *Introduction/Public Hearing/Vote*

Village Manager said as most know, House Bill 523 legalizes medical marijuana here in the State of Ohio and goes into effect on September 8, 2016; based on that timeline the State has two years to get their rules in place for regulating the industry. Mr. Lenner said that Johnstown is fortunate to have a very successful manufacturer here in the village, Apeks Supercritical, which is heavily tied to the legal medical marijuana industry in other states. One aspect of the Bill in the State of Ohio allows municipalities to opt out of the acceptance of medical marijuana facilities in their municipality. Andy Joseph, owner of Apeks, brought up the idea of embracing medical marijuana and what it can do for individuals suffering from the twenty chronic diseases listed in the State Legislature. The Council committee of Economic Development voted unanimously not to ban these but to encourage them to grow as a business and regulate them, make sure security is in place, make sure all rules and regulations are in place not only to help recoup tax dollars but to help with job creation and more. This legislation supports local business and will be used to attract other support businesses to the village.

Public Hearing:

1. Lana Amos; Northridge Road. Wants to know what type of process the municipality goes through for legalization. Mr. Lenner said based on legalization at the state level, if a community does absolutely nothing, marijuana businesses could come into their community so the only way to prevent a medical marijuana business is to pass legislation according to the state law.

2. Phil Scherer; 296 Central Station Drive. Opposes the resolution, he is unsure it would be good for Economic Development because he does not know if other industries would want to expand here if they this type of business is in our community.

3. Steve Snyder; 201 Bottecchia Blvd. Spoke in favor of the resolution, believes this will be good for jobs and believes it is a positive to get in front of the medical marijuana issue.

4. Preston Hale; Commander-American Legion Post 254. Spoke in favor of the resolution and said he had the pleasure of visiting Apeks and the standards they have set just to develop what they have is brilliant, their safety levels are outstanding, and the staff is well trained. He has seen very high safeguards from this industry and does not believe drugs will end up on the street from this kind of facility and says that the American Legion supports Village Councils position of allowing this into the community.

5. Charlie Campbell; 306 Middleburn. Supports the resolution and applauds the Economic Development Committee for giving it a chance. He said this will happen here or somewhere else and if we get a foothold and a chance to bring the money to Johnstown, it will bring jobs. He said this will affect a lot of lives and talked about a friend who is sick with cancer and was advised by her Doctor to seek medical marijuana. He urged Council to do their due diligence for control and regulation and for them to vote yes.

Mayor Stanart said that the village already has an existing tie to this industry through Andy Joseph and Apeks and what they do here in Johnstown.

Andy Joseph spoke and answered questions from Council. His company originally designed the botanical extraction equipment for use in natural products; flavorings and scents such as vanilla etc. it extracts oils from plants. The use of extractions from marijuana will be regulated through the State of Ohio Medical Marijuana Advisory Commission that will be formed within the next two years.

Carol Van Deest spoke from the standpoint of the Economic Development Committee and said they did not go into this lightly; they did a lot of research before they voted on this.

Jim Lenner said that he interprets this legislation as support for State of Ohio House Bill 523.

MOTION: To adopt Resolution 2016-27 as presented to Council

Moved: Bill Van Gundy

Second: Sharon Hendren

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

Pass 6-1

C. RESOLUTION 2016-28 A RESOLUTION ADOPTING THE JOHNSTOWN DESIGN GUIDELINES AND REQUIREMENTS *Introduction/Public Hearing/Vote*

This is to give some basic design criteria for new commercial construction shown within the designated districts shown until a more detailed document can be organized.

Public Hearing: No one spoke for or against

MOTION: To approve as written

Moved: Bill Van Gundy

Second: Cheryl Robertson

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

Pass 7-0

D. Mr. Lenner said based on the recommendation of the Finance Committee, he requests that **RESOLUTION 2016-29** not be introduced at this time.

E. RESOLUTION 2016-30 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ADVERTISE FOR PROPOSALS FOR THE CREATION OF DESIGN GUIDELINES AND REQUIREMENTS *Introduction/Public Hearing/Vote*

This is a Request for proposal based on the legislation passed for design guidelines; someone to come in and help us with the creation of more robust design guidelines.

Public Hearing: No one spoke for or against

MOTION: To approve as written

Moved: Cheryl Robertson

Second: Carol Van Deest

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

Pass 7-0

OTHER BUSINESS:

1. Ben Lee said that the Finance Committee recommended an increase in the tax credit percentage listed in Ordinance 34-2016 from fifty percent to sixty percent.

MOTION: To amend Exhibit A (Ord 34-2016) of Resolution 2016-24 increasing the tax credit percentage to sixty.

Moved: Ben Lee

Second: Cheryl Robertson

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

Pass 7-0

ADJOURNMENT: There being no further business to come before Council, Mr. Van Gundy moved to adjourn, Sharon Hendren seconded and all were in favor; motion passed 7-0.

Thereupon, the meeting adjourned at 7:59 p.m.

RESPECTFULLY SUBMITTED

APPROVED AS PRESENTED



Teresa Monroe, Clerk of Council



Mayor Sean Stanart

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 July 2016

We were dispatched to 293 calls of which 104 of them were 2 officer calls
We had a total of 1852 calls for service
There were 123 traffic stops
There were a total of 18 accidents
Our officers were in training a total of 10 hours
We handled 8 calls to assist Licking County Sheriff's Office
We responded to 20 Burglary Alarms
Officers were served with 19 subpoenas equal to 57 man hours
Total of 1 warrants served
A total of 32 crimes were committed

July Info

- 7/10/16 The Lonestar band was present at TSC for a country concert, Lt Boudinot, Officers Anthony, Green and May were all present in case problems arose.
- Received 20 Naloxone Kits from Licking County Health Dept and Officers received training on how to use them properly.



Finance Director's Report to Council August 16, 2016

1. Tax Revenue. Total 2016 Income Tax revenues collected to-date is \$1,090,691. At this point we have collected 66% of the \$1,645,500 expected income tax revenue that was budgeted for 2016. We are 63% through the year.
2. Revenue/Expenditure Status. See attached spreadsheets for current revenue collections and expenditures paid to date. Both revenues and expenditures for 2016 YTD are trending normally and in correct correlation with the time thus passed in the current budget year, and/or as expected.
3. Insurance claim Pedestrian Pole. We have collected full payment on all of our insurance claims on the pedestrian poles/bells. There are no outstanding claims at this time.
4. Electronic Data storage. We have a price quote of \$12,980 for the full and complete purchase of electronic data storage, backup, initial setup, etc. with Intellinetics. Finance Committee will discuss this to see if we can fit it into our budget; in the meantime I plan to gather more quotes for comparison.
5. 2014-2015 Audit. The Village's biannual audit was performed on-site during the week of June 13th. Our Independent Auditor has filed two (2) 30- day extensions on our behalf, which further extends their filing deadline with the Auditor of State to the end of August. At that point, we will have 90 days to become compliant and all of our cash accounts corrected. I am currently addressing these concerns with Ken Philips (Independent Auditor) and the Auditor of State's office. A representative from the AOS will be onsite on Tuesday, August 16th to review some financial records. I appreciate your patience as I work to uncover these transactions while performing my other tasks.
6. Income Tax. The resolution to put an income tax measure on the November 8th ballot has been filed with the Licking County Board of Elections. The measure to be voted upon will be worded as follows:

Shall Ordinance 34-2016 providing for an additional one percent (1%) levy on earnings and income subject to the municipal tax, to be effective January 1, 2017, for the purposes of general municipal operations and services, including, but not limited to, police services, parks and recreation, street maintenance, capital improvements, and related costs of the Village be passed?

	FOR THE INCOME TAX
	AGAINST THE INCOME TAX

7. 2015 Bond Anticipation Notes. The BANs that were sold on November 10, 2015 are coming due on November 10, 2016. I have been in communication with Joseph Robertson, our investment advisor on these Notes and the 2015 Street Improvement Bond and we are currently discussing our options. I expect to have a recommendation for Finance Committee and Council in the coming weeks, upon which action will need to be taken prior to the November 2016 due date.
8. Health Insurance. Costs for 2017 health insurance are expected to rise by around 15%. Our renewal information will be available mid-September, at which time I will meet with our insurance broker to discuss our plan options. Open enrollment is planned for October 2016.

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

Dana Steffan, CPA

Finance & Human Resources Director

Village of Johnstown Financial Report

Revenues

as of 8/12/2016 14:15

A/C	Sub-Fund	2016 Beginning	2016 Revenue	2016 Expected Revenues	Actual Revenues
1000	Real Estate Tax			\$ 235,000.00	\$ 137,491.00
1000	Income Tax			\$ 1,645,500.00	\$ 1,090,691.00
1000	Shared Taxes			\$ 115,450.00	\$ 65,498.00
1000	Permits, Fines, & Licenses			\$ 150,000.00	\$ 61,741.00
1000	Interest			\$ 1,500.00	\$ 8,735.43
1000	Miscellaneous			\$ 6,500.00	\$ 31,897.00
1000	Other Financing Sources			\$ 18,500.00	\$ -
1000	Total General Fund			\$ 2,172,450	\$ 1,396,053
2011	Total Street Construction & Repair			\$ 148,568	\$ 87,969
2021	State Highway & Improvement			\$ 10,656	\$ 6,199
5101	Water Operating			\$ 572,000	\$ 298,193
5201	Sewer Operating			\$ 585,500	\$ 515,959
5701	Water Replacements & Improvements			\$ 87,000	\$ 21,180
5702	Sewer Replacements & Improvements			\$ 115,000	\$ 27,311
5721	Water Debt Service			\$ 315,100	\$ 136,718
5722	Sewer Debt Service			\$ 367,500	\$ 311,914
5781	Enterprise Deposit			\$ 50,000	\$ 31,475
9101	Unclaimed Monies			\$ -	\$ -
9904	Mayor's Court			\$ 90,000	\$ 69,351
	TOTAL ALL FUNDS			\$ 4,513,774	\$ 2,902,322
	# Amended Appropriations				
					64.30%
					<i>percentage received to date</i>

Village of Johnstown Financial Report

Expenditures

as of 8/12/2016 11:11

A/C	Sub-Fund	2016 Beginning	2016 Revenue	2016 Appropriations	Actual Expenditures	
110	Police			\$ 859,896.00	\$ 533,167.00	62.00%
130	Street Lighting			\$ 72,000.00	\$ 39,100.00	54.31%
210	Public Health			\$ 16,500.00	\$ 8,198.00	49.68%
310	Recreation Department			\$ 21,850.00	\$ 1,109.00	5.08%
410	Zoning			\$ 37,063.00	\$ 20,514.00	55.35%
490	Economic Development			\$ 1,000.00	\$ -	0.00%
620	Street Maintenance			\$ 67,253.00	\$ 37,681.00	56.03%
710	Administration			\$ 200,695.00	\$ 118,667.00	59.13%
715	Legislative Activities			\$ 53,809.00	\$ 23,992.00	44.59%
720	Mayors Court			\$ 73,353.00	\$ 40,661.00	55.43%
725	Finance Department			\$ 69,338.00	\$ 40,176.00	57.94%
730	Lands & Buildings			\$ 76,146.00	\$ 63,208.00	83.01%
740	County Auditor (Property Tax Collection)			\$ 6,000.00	\$ 1,961.00	32.68%
745	State Auditor			\$ 10,000.00	\$ 7,680.00	76.80%
755/760	Income Tax Administration			\$ 52,000.00	\$ 32,849.00	63.17%
	Other Uses of Funds & Transfers			\$ 732,500.00	\$ 282,640.00	
1000	Total General Fund	\$ 167,071		\$ 2,349,403	\$ 1,251,603.00	
	Street Maintenance & Repair					
	Street Cleaning, Snow Removal					
	Traffic Signs & Signals					
	Sidewalks (Capital outlay)					
2011	Total Street Construction & Repair	\$ 81,695		\$ 197,530	\$ 81,012	
	State Highway Maintenance					
	Street Cleaning, Snow & Removal					
	Traffic Signs & Signals					
2021	State Highway & Improvement	\$ 5,073		\$ 15,400	\$ 8,707	
2101	Permissive Motor License	\$ 1,314		\$ -	\$ -	
2271	Enforcement & Education	\$ -		\$ -	\$ -	
2272	Equitable Sharing	\$ -		\$ -	\$ -	
2901	Mayor's Court Computer	\$ -		\$ -	\$ -	
2902	Babcock Fund	\$ -		\$ -	\$ -	
2903	Budget Stabilization Fund	\$ 656,164		# \$ 75,500	\$ 16,760	
2904	FEMA Fund	\$ 7,763		\$ 7,763	\$ -	
3101	Debt Service Fund	\$ -		\$ 228,000	\$ 136,661	
4901	Capital Projects	\$ 1,383,194		\$ 1,937,700	\$ 983,669	
5101	Water Operating	\$ 451,797		# \$ 508,778	\$ 246,557	
5201	Sewer Operating	\$ 70,844		\$ 615,680	\$ 322,394	
5701	Water Replacements & Improvements	\$ 141,032		\$ 99,000	\$ 66,465	

Village of Johnstown Financial Report

Expenditures

as of 8/12/2016 11:11

A/C	Sub-Fund	2016 Beginning	2016 Revenue	#	2016 Appropriations	Actual Expenditures
5702	Sewer Replacements & Improvements	\$ 417,620			\$ 233,500	\$ 90,671
5721	Water Debt Service	\$ 386,032			\$ 235,000	\$ 35,561
5722	Sewer Debt Service	\$ 204,673			\$ 448,000	\$ 193,651
5781	Enterprise Deposit	\$ 170,987			\$ 33,000	\$ 20,560
9101	Unclaimed Monies	\$ 600			\$ 600	\$ 178
9904	Mayor's Court	\$ 4,537			\$ 90,000	\$ 66,711
	TOTAL ALL FUNDS	\$ 4,150,396			\$ 7,074,854	\$ 3,521,160
	# Amended Appropriations					
5702	ORD. #13-2016	\$ 40,000	lift station failure			
2903	ORD. #17-2016	\$ 30,000	Police Dept Grant application			
5101	ORD. #19-2016	\$ 490	water line digging expense reimbursed			
1000	ORD. #20-2016	\$ 8,000	playground equipment grant			
2903	ORD. #24-2016	\$ 27,000	regulations on right of ways			
1000	ORD. #31-2016	\$ 2,000	playground equipment grant			
1000	ORD. #33-2016	\$ 309	money transfer to Monroe Twmsp for auction items			
2011	ORD. #33-2016	\$ 4,500	insurance claim proceeds for pedestrian pole			