



**Village of Johnstown  
Regular Council Meeting Minutes  
Tuesday, November 1, 2016**

**CALL TO ORDER:** Mayor Sean Staneart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, November 1, 2016 at 6:32 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 – Manager, Jack Liggett – Assistant Manager, Dana Steffan – Finance Director, Jim Blair – Zoning Inspector, Don Corbin – Police Chief, Josh Boudinot – Police Lieutenant, Newt Long – Service Director, Teresa Monroe-Clerk of Council

**IN ATTENDANCE – PUBLIC:** Jerry Pulley, Ryan and Heather Green, Alex Fala, Charles Dutcher, Kristen Taylor

**INVOCATION:** Invocation given by Mayor Sean Staneart.

**PLEDGE OF ALLEGIANCE**

**ACTION ON MINUTES**

**MOTION:** To approve **October 18, 2016** Council minutes as written

Moved: Lewie Main

Second: Ben Lee

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:** None

**CITIZEN COMMENTS:** None

Mayor Staneart asked if it would be the desire of Council to interview the Planning and Zoning applicants who were both present. Mr. Main said he thinks it necessary to fill the position as soon as possible and recommends going to Executive Session for interview. Mayor Staneart asked for a motion to amend the agenda to show Executive Session as item number nine with adjournment being number ten.

**MOTION:** To amend the agenda and add item number nine as Executive Session to consider the appointment of a Planning and Zoning Commission member; with members of Council and the applicants one on one.

Moved: Lewie Main  
Second: Bill Van Gundy

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

Pass 7-0

### COUNCIL COMMITTEE REPORTS

- a. **School District Liaison** – Mr. Main reported meeting tonight with the Superintendent of schools and the President of the School Board. There was discussion on the traffic light at Leafy Dell; the school said they are willing to provide \$120,000 toward that project. Mr. Main said although we don't have the funds to complete at this time, money would have to be put into a separate identified fund, like an escrow until such time other funds can be added to complete the project. Mr. Lenner added that of the \$120,000 a percentage is State money (about \$34,800) and the other \$85,000 will be from the school district itself and will be held for seven years; if the infrastructure improvements are not completed within the seven year time frame the money will be returned to the school district and the State. Mr. Lenner said that he is very confident we can get it done within the next seven years either through the Safe Routes to School Program or the Transportation Alternatives Program. The estimate of about \$400,000 would make the Village as the applicant responsibility about \$80,000 so this schools \$85,000 would cover our portion on paper and it will score better since there is a third party in the program; the Village, the School District and the State. Council will see a Resolution both agreeing to this money and establishing the fund at next meeting.
- b. **Planning & Zoning Commission** – Met 10/19/16; Mr. Lenner said that Planning and Zoning has not gotten through the draft text of the Zoning Ordinance so over the last two weeks he has gone through it and is about half way and hopes to have a draft with staff comments by November 16<sup>th</sup>.
- c. **Finance** – Ben Lee; Town Hall meeting on the 25<sup>th</sup> had a decent turnout to answer questions about the income tax measure. Special meeting called for 11/2/16 from 5-6:30pm for budget process.
- d. **Safety and Service** – Met 10/19/16; Ben Lee said topics discussed were the traffic signal at Leafy Dell, additional funding for the 62 turn lane, Edwards Road emergency culvert repair, estimates for Admin building security, senior discounts for water billing, rental registration program, Oregon-Williams sewer update.
- e. **Parks and Recreation** – 10/5/16 Cancelled
- f. **Economic Development** – Next 11/3/16; Committee will sponsor a Town Hall meeting with the topic of the medical marijuana program with special guest being the former lead of the Maryland medical marijuana program. Potential dates are November 21<sup>st</sup> or 22<sup>nd</sup> at 6:00pm, details will be finalized and publicized soon.
- g. **Rules** – nothing scheduled
- h. **Personnel Board of Review** – nothing scheduled

**DIRECTOR REPORTS**

**a. Service;** Newt Long reviewed the Service Department report with Council; added notes: on Edwards Road there is an emergency culvert repair needed and as discussed in Safety and Service the tear is too large and cannot be slip lined, hopefully the work will be done in the next 2-3 weeks. Status on the Oregon-Edwards drainage project, engineering is about complete and waiting to see if the OPWC grant is received; we should know by Christmas. Mr. Lenner said that funding is not available until July 1<sup>st</sup> of 2017 so if the grant is awarded it would be a fall project for next year. Service has completed the smoke testing and has moved on to the flow study; the official test results will not be out until that is complete. There may be a need to smoke test further in the spring.

**b. Manager;** Mr. Lenner reviewed the Manager report with Council; added notes: a \$32,000 grant has been received for the Rolling Meadows project and that is in addition to the \$40,000 received from the County community development grant money and also donations from local businesses. In total, funds to be received should be \$80 – 90,000 plus our in-kind contributions. Also medical marijuana has kicked off at the state level; today they revealed the draft rules for cultivators. Information from the State of Ohio on this program can be found on their website. <http://medicalmarijuana.ohio.gov/>

**LEGISLATION**

**A. ORDINANCE 38-2016** AN ORDINANCE AMENDING ORDINANCE 25-15, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS *Introduction/First reading October 18, 2016; Public Hearing/Vote*

Jim Lenner said the increase in appropriations will have a net zero effect on the budget. The \$27,000.00 is a pass-through fund for inspection services of the high school and the \$2,440.00 is a pass-through for re-inspection of the infrastructure in Concord East.

**Public Hearing:** No one spoke either for or against

**MOTION:** To approve Ordinance 38-2016

Moved: Bill Van Gundy  
Second: Carol Van Deest

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

Pass 7-0

**B. ORDINANCE 39-2016** AN ORDINANCE AMENDING ORDINANCE 25-15, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS AND DECLARING IT AN EMERGENCY *Introduction/Public Hearing/Vote*

Dana Steffan said this is for the interest on the BAN (Bond Anticipation Note) due November 10<sup>th</sup>

**Public Hearing:** No one spoke either for or against

**MOTION:** To waive the second reading of Ordinance 39-2016

Moved: Lewie Main

Second: Ben Lee

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

**MOTION:** To adopt Ordinance 39-2016 as an emergency

Moved: Lewie Main

Second: Ben Lee

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

**MOTION:** Mayor Staneart asked for a motion to move into Executive Session to consider the appointment of a Planning and Zoning Commission member.

Moved: Bill Van Gundy

Second: Cheryl Robertson

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

Executive Session began at 7:10 pm and ended at 8:10 pm

**MOTION:** Mr. Van Gundy moved to appoint Mr. Charles Dutcher to serve the remaining one year term on the Planning and Zoning Commission. Ms. Robertson seconded and the vote was as follows:

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

Charles Dutcher accepted and will serve the remaining portion of Elizabeth Schwartz's term through December 31, 2017. Mayor Staneart thanked the applicants for their interest in serving the Village.

**OTHER BUSINESS:** None

**ADJOURNMENT:** There being no further business to come before Council, Mr. Main moved to adjourn, Mayor Staneart seconded and all were in favor; motion passed 7-0.

Thereupon, the meeting adjourned at 8:13 p.m.

RESPECTFULLY SUBMITTED

APPROVED AS PRESENTED

  
Teresa Monroe, Clerk of Council

  
Mayor Sean Staneart

*Jim Lenner  
Village Manager*

*Jack Liggett  
Assistant Manager*

*Newt Long  
Service Director*

*Dana Steffan  
Finance Director*



*Sean Stanearth  
Mayor*

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

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## October Council Report

### Water

- 1) 45 turn offs for non-payment.
- 2) Lime was hauled and land applied to a local farm.
- 3) Zenner will be in this month to work on around 100 meters that need an updated ETR installed on the meter. This in no way affects the meter other than transmitting data to the outside reading unit.
- 4) Several curb stops were dug up and repaired around town due to various issues.
- 5) We are currently soft flushing hydrants around the Village as a part of annual fire hydrant maintenance.

### Wastewater

- 1) The new grinder has been received and installed at the sewer plant.
- 2) Jack and Rick attended training in Delaware County.
- 3) The I&I study has moved into a flow tracking phase and we are currently comparing flows during wet and dry weather events.
- 4) Paperwork for the 2017 NPDES permit has been received and filed with the EPA.
- 5) We are currently working towards setting up a new SOP on orthophosphate sampling and testing which is a new requirement set by the EPA to our plant.

### Street

- 1) Continued repairing holes with cold patch around the Village.
- 2) Street sweeping is on its regular schedule around the Village.
- 3) The new storm sewer being installed between Main St. and Williams St. is substantially completed and a punch list has been completed

4) Jersey St. is substantially completed and we are currently working on getting punch list items completed with the contractor.



Installing new grinder

## VILLAGE MANAGER REPORT TO COUNCIL

November 11, 2016

### Economic Development

- Project Twist - Representatives from Columbus2020 and GROW Licking County will be traveling to Europe November 5-12. During their mission they will be stopping by to discuss the project with the company.
- Johnstown has five (4) active projects with Columbus2020.
- Business Retention & Expansion - Still working with a local company on their 15,000 sq ft expansion project.
- I have been nominated to serve as the 2017 GROW Licking County Board President.

### Private Development

- Concord Crossing East - We are currently working with a potential purchaser to provide oversight of inspection (at their cost) of the infrastructure that was installed in 2007.

### Capital Improvement Projects

- US 62 Two Way Left Turn Lane – The Village has been recommended to receive an additional \$366,461 by the LCATS Transportation Advisory Committee (TAC) for the US 62 Turn Lane project. This will bring the total contribution by LCATS to \$1,166,461 and should fill the gap in funding based on ODOT estimates. This recommendation will be formally voted on at the LCATS Policy Meeting November 8th (or another date if they move the meeting due to the election).
- Jersey Street – The project has been completed except for a few minor items.
- Concord Road I & II – Nothing new to report.
- Johnstown Bypass - A sketch has been submitted to the S&S Committee.
- Oregon/Williams Storm Sewer Replacement - The project has been completed.

### Administration

- Mink Street Interchange - Construction starts October 3 on the \$12.8 million interchange, to be completed in November 2017.
- I am working to schedule a town hall meeting regarding HB 523 on November 21 or November 22.
- OSU will be conducting their graduate level studio starting in January 2017. The project will involve the evaluation and future planning of our park and recreation opportunities.

Respectfully Submitted,



Jim Lenner - Village Manager