

**Village of Johnstown
Regular Council Meeting Minutes
Tuesday, February 7, 2017**

CALL TO ORDER: Mayor Sean Staneart Called to Order the Village of Johnstown Regular Council Meeting for Tuesday, February 7, 2017 at 6:34 p.m.

COUNCIL ROLL CALL: Lewie Main; absent, 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, Don Corbin – Police Chief, Josh Boudinot – Police Department, Newt Long – Service Director, Jim Blair – Zoning Inspector, Teresa Monroe - Clerk of Council

IN ATTENDANCE – PUBLIC: Jerry Pulley, Robert Roberts, Janet Piper, Cathy Block, Helen Hartley, Kacy Radigan – President of CCL (Children’s Conservation League), Marla Kuhlman – This Week News

INVOCATION: Invocation given by Councilman Van Gundy.

PLEDGE OF ALLEGIANCE

ACTION ON MINUTES: Ben Lee moved to approve **January 17, 2017** and **January 30, 2017** Council minutes en bloc as written. Ms. Robertson seconded and the vote was as follows:

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

Pass 5-0 with one abstention

CORRESPONDENCE: none

COUNCIL DISCUSSION: Policy on storage of Non-Village Equipment/Property

This topic was previously brought up specifically for a request to store the newly built Santa house under roof at the vacant trailhead building acquired by the village.

Village Manager Jim Lenner said after consulting the Village Law Director, he recommends that Council adopt a policy on storage of Non-Village Equipment/Property; there is a draft included with the packet.

Mayor Staneart said he is in favor of allowing the CCL to store the Santa house in the trailhead building with the understanding that this location could be temporary and that they sign a waiver to meet insurance requirements. Mayor Staneart said that for the CCL, precedent has been set by the village for storage of this item as it has been kept behind the village office previously. He does not want to have the standard of storage for other organizations.

Councilman Van Gundy and Councilwoman Hendren both expressed favor in allowing the storage for the CCL. Councilman Lee asked that a Resolution be passed for the blanket policy and requested that all Council policy on this matter be set by Resolution. A separate Resolution would need to be passed to allow this use by CCL. Councilwoman Robertson directed another statement of understanding to the

members present from the CCL that this facility is only a temporary storage option for them. President Kacy Radigan thanked Village Council and confirmed their understanding. Village Council thanked the CCL for the community work they do.

CITIZEN COMMENTS: None

COUNCIL COMMITTEE REPORTS

- a. **Safety and Service** – Met 1/23/17 and 2/7/17. Among topics discussed were the I&I study: results from the smoke test are in, the lining will be completed first and then will need to decide ways to complete smaller items found. CIP definition and policy on where items should fall relative to next year’s budget. The Phalen and Main “loading” area brought up by Councilman Main; Council will back the Police Department on stricter enforcement of the space between crosswalks for safety. Speed near the bike trail crossing on Concord Road is still being reviewed. Continued evaluation on contracting with Licking County for the Humane Officer.
- b. **Economic Development** – met 2/2/17; Jim Lenner is working on drafting a Tax Increment Finance (TIF) program for Johnstown.
- c. **Parks and Recreation** – next 2/9/17
- d. **Planning & Zoning Commission** – next 2/15/17
- e. **Finance** – next 2/21/17
- f. **School District Liaison** – Quarterly; need to schedule the March meeting

DIRECTOR REPORTS

- a. **Service:** Newt Long reviewed his report with Council; it is attached to these minutes.
- b. **Finance:** Dana Steffan reviewed her report with Council; it is attached to these minutes.

LEGISLATION

A. ORDINANCE 03-2017 AN ORDINANCE AMENDING ORDINANCE 42-16, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS. *Introduction/Public Hearing/Vote*

MOTION: Mr. Van Gundy moved to waive the second reading of Ordinance 03-2017, Ms. Van Deest seconded and all were in favor. Motion passed 6-0

Public Hearing: No members of the public spoke for or against the Ordinance

MOTION: To approve Ordinance 03-2017 as written

Moved: Bill Van Gundy

Second: Sean Staneart

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

Pass 6-0

B. ORDINANCE 04-2017 AN ORDINANCE AMENDING ORDINANCE 42-16,
THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO
APPROVE NECESSARY CHANGES OF APPROPRIATIONS. *Introduction/Public Hearing/Vote*

MOTION: Mr. Lee moved to waive the second reading of Ordinance 04-2017, Ms. Hendren seconded and all were in favor. Motion passed 6-0

Public Hearing: No members of the public spoke for or against the Ordinance

MOTION: To approve Ordinance 04-2017 as written

Moved: Ben Lee

Second: Sharon Hendren

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

Pass 6-0

C. ORDINANCE 05-2017 AN ORDINANCE AMENDING ORDINANCE 42-16,
THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO
APPROVE NECESSARY CHANGES OF APPROPRIATIONS. *Introduction/Public Hearing/Vote*

Finance Director Dana Steffan said this money appropriates the carryover and stated it will be spent on FEMA needs, specifically moving a tornado siren.

MOTION: Ms. Hendren moved to waive the second reading of Ordinance 05-2017, Mr. Van Gundy seconded and all were in favor. Motion passed 6-0

Public Hearing: No members of the public spoke for or against the Ordinance

MOTION: To approve Ordinance 05-2017 as written

Moved: Ben Lee

Second: Sharon Hendren

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

Pass 6-0

D. ORDINANCE 06-2017 AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$77,000 OF
BONDS FOR THE PURPOSE OF PAYING PART OF THE COST OF ACQUIRING POLICE
CRUISERS AND RELATED EQUIPMENT, AND DECLARING AN EMERGENCY.
Introduction/Public Hearing/Vote

The approximate cost for both cruisers is \$78,000. Mayor Staneart said he feels more information is needed; he agrees on the need for one cruiser, but not two and believes this amount will strain the budget. Ms. Van Deest said that she feels comfortable that the Finance Committee has thoroughly reviewed this and will support the recommendation.

MOTION: Mr. Van Gundy moved to waive the second reading of Ordinance 06-2017 and to declare it an emergency; Ms. Hendren seconded and roll call was as follows:

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

Pass 4-2

Public Hearing: No members of the public spoke for or against the Ordinance

MOTION: To approve Ordinance 06-2017 as presented

Moved: Carol Van Deest
Second: Ben Lee

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

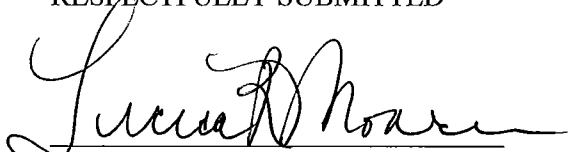
Pass 5-1

OTHER BUSINESS

1. Work Session – Guiding Principles and Policy priority – will begin next meeting
2. Mr. Lee said that he would like the Rules Committee to convene for review of the Council Rules of Order.
3. Finance Director Dana Steffan informed Council that the allocation structure of the water and sewer bills will need to change; this does not change the rates only how the payments are distributed.

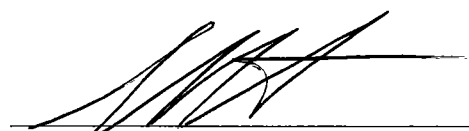
ADJOURNMENT: There being no further business to come before Council, Mayor Staneart moved to adjourn, Mr. Lee seconded and all were in favor, therefore the meeting adjourned at 7:46 pm.

RESPECTFULLY SUBMITTED



Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Sean Staneart

*Jim Lenner
Village Manager*

*Jack Liggett
Assistant Manager*

*Newt Long
Service Director*

*Dana Steffan
Finance Director*



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*Sean Stanheart
Mayor*

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

January Council Report

Water

- 1) Over 40 turn offs for non-payment.
- 2) The chlorine storage tank developed a leak and has been taken down for service and repaired.
- 3) New EPA Compliance paperwork for lead and copper is currently being worked on.
- 4) Maintenance on the high service pumps has been completed for the year and a repair to one of the pumps was done in house.
- 5) Trained Doug Hubbard for 40 hours on plant operations.

Wastewater

- 1) The rotary fan press has had a failure and we are currently looking at getting it repaired.
- 2) A new employee Doug Hubbard has been hired to replace Randy Ashbrook.
- 3) We are working on the I&I study and are prepared to line the Jersey St sewer.
- 4) Maple St. sewer had a blockage of grease that required the sewer to be jetted and vacuumed out.
- 5) Several hour meters were replaced at lift stations around town.

Street

- 1) A street light was hit in Concord crossing and we are currently waiting on quotes to get it replaced.
- 2) There were several call ins due to winter weather. All overtime pay that could be avoided was.
- 3) We are cold patching all over town.

Village Manager's Report to Village Council
February 7, 2017

Economic Development

The first Johnstown Economic Development Commission meeting will be held March 2nd at a location to be determined. The guest speaker will be Nate Strum, Director of GROW Licking County.

Johnstown was recently highlighted in the Newark Advocate. An excerpt from the article notes: "Why Johnstown? People, people, people. And the location. ... Are we happy with our choice? Absolutely!" – Patrick McGinnis, Bleckmann general manager

I recently attended the 61st Annual Licking County Chamber of Commerce Groundhog Breakfast along with 650 others at OSU-N Adena Hall.

I have drafted a Tax Increment Financing District policy for consideration by the Economic Development Committee and full Council.

Private Investment

We are waiting on civil engineering drawings from Hopewell Federal Credit Union. We have had an initial review of O'Reilly Auto Parts and have seen a concept plan of Troyer's Market new facility.

Concord Crossing East is continuing to see replacement and repair of infrastructure.

We are currently reviewing Leafy Dell Phase 5.3 for construction this year.

We are close to a agreement regarding the maintenance of property and roadway for Raccoon Creek Estates.

Capital Improvement Projects

I have drafted a capital improvements plan policy which will be discussed at the next Safety & Service meeting.

We have not received official word on our OPWC applications.

Parks & Recreation

The first stakeholder meeting was held by our OSU Studio class. The meeting was well attended. We will continue formulating this plan with OSU.