

**Village of Johnstown  
Regular Council Meeting Minutes  
Tuesday, December 5, 2017**

**CALL TO ORDER:** Mayor Sean Staneart called to Order the Village of Johnstown Regular Council Meeting for Tuesday, December 5, 2017 at 6:34 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 – Assistant Village Manager, Dana Steffan – Finance Director, Jim Blair – Zoning Inspector, Teresa Monroe – Clerk of Council

**IN ATTENDANCE – PUBLIC:** Marvin Block, Chip Dutcher, Jim Hill, Allan Shaub, Kaitlin Raider, Mr. & Mrs. Ryan Green, Sean Sparks plus one.

**INVOCATION:** Given by Mayor Staneart

**PLEDGE OF ALLEGIANCE**

**ACTION ON MINUTES:** Mr. Main moved to approve the **November 21, 2017 Regular Council** minutes as written. 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

Pass 7-0

**CORRESPONDENCE:** Department of Commerce

Annual Notice to Legislative Authorities for any objections to liquor permit renewals. Mr. Lenner said Lt. Boudinot had no concerns at this time. Council does not object to any permits currently and does not request a public hearing.

**CITIZEN COMMENTS**

1. Sean Sparks – 190 Valleyview; resident requested that Council re-evaluate who is given solicitation permits as he recently had a problem with the practices of a certain company selling gas and electric.

**EXECUTIVE SESSION:** To consider the appointment of a public official/Charter Review Commission

Mayor Staneart retracted his interest in being considered for appointment to the commission.

**Motion:** Mr. Van Gundy moved to appoint the remaining five applicants who submitted letters of interest; Ryan Green, Kaitlin Rader, Jim Hill, Allan Shaub and Sharon Hendren. Ms. Van Deest seconded and the vote was as follows:

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

Passed 5-1 with one abstention for conflict of interest as Ms. Hendren is an applicant; no Executive Session necessary. Mayor Staneart swore in the five appointees to the Charter Review Commission.

### COUNCIL COMMITTEE REPORTS

- a. **Safety & Service:** Met 12/5/17
- b. **Economic Development:** 12/7/17 cancelled; update that no medical marijuana cultivation permits were issued to Johnstown or any applicants from Central Ohio.
- c. **Planning & Zoning Commission:** 12/12/17 cancelled
- d. **Parks and Recreation:** 12/14/17 cancelled
- e. **Finance:** Meetings will resume in 2018

### DIRECTOR REPORTS

- a. **Service:** Jack Liggett reviewed his report with Council; a copy is attached to these minutes.
- b. **Manager:** Jim Lenner reviewed his report with Council; a copy is attached to these minutes.

### LEGISLATION

**E. ORDINANCE 57-2017** AN ORDINANCE TO APPROVE EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF JOHNSTOWN, LICKING COUNTY, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018. *Introduction November 7, 2017~Second Reading/Tabled November 21, 2017*

**Motion:** To take Ordinance 57-2017 from the table.

Moved: Van Gundy  
Second: Staneart

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

Finance Director reviewed a slight changed to budget, explanation to Council was sufficient.

**Public Hearing:** There were no comments either for or against the Ordinance.

**Motion:** To approve Ordinance 57-2017 as amended and currently shown.

Moved: Lee

Second: Robertson

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

**B. RESOLUTION 2017-37** A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND TIME FOR ALL REGULAR VILLAGE COUNCIL MEETINGS FOR THE 2018 CALENDAR YEAR. *Introduction/Public Hearing/Vote*

**Public Hearing:** There were no comments either for or against the Resolution.

**Motion:** To approve as written

Moved: Van Gundy  
Second: Van Deest

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

Pass 5-0 with two abstentions as Ms. Hendren and Mayor Staneart will not be on Council in 2018.

**C. RESOLUTION 2017-38** A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND TIME FOR ALL REGULAR PLANNING & ZONING COMMISSION MEETINGS FOR THE 2018 CALENDAR YEAR. *Introduction/Public Hearing/Vote*

**Public Hearing:** There were no comments either for or against the Resolution.

**Motion:** To approve as written

Moved: Robertson  
Second: Van Deest

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

**D. RESOLUTION 2017-39** A RESOLUTION ESTABLISHING THE 2018 HOLIDAYS WHICH THE VILLAGE OF JOHNSTOWN MUNICIPAL OFFICES WILL BE CLOSED FOR BUSINESS.

*Introduction/Public Hearing/Vote*

Councilman Van Gundy said that he is in favor of amending the resolution to close the Admin offices at noon on July 3<sup>rd</sup>, 2018 as was done last year.

**Public Hearing:** There were no comments either for or against the Resolution.

**Motion:** To approve as amended

Moved: Van Gundy

Second: Van Deest

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

Pass 5-1 with one abstention as Mayor Staneart said he did not want to vote on something he will not be in office for.

**E. RESOLUTION 2017-40** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH THE LICKING COUNTY BOARD OF COMMISSIONERS FOR REIMBURSEMENT OF LEGAL COUNSEL FOR INDIGENT DEFENDANTS FOR THE VILLAGE OF JOHNSTOWN, LICKING COUNTY, OHIO. *Introduction/Public Hearing/Vote*

This is an annual requirement by the County.

**Public Hearing:** There were no comments either for or against the Resolution.

**Motion:** To approve as written

Moved: Staneart

Second: 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

**OTHER BUSINESS**

1. On advice from the Law Director, staff requested Council also adopt the policy and application for indigent cremation or burial as presented. This policy will cap the payment for cremation or burial of

indigent residents of the village at \$500; this amount was previously set by precedence. The application will give administration a way to confirm the legitimacy of any requester.

**Motion:** Mayor Staneart moved to approve the **Indigent Cremation Policy and Application** as presented. Mr. Lee seconded and the vote was as follows:

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

Pass 6-0 with one abstention due to conflict of interest.

2. Discussion on whether or not a second Council meeting needed to be held in December 2017; consensus was no and interviews for Planning and Zoning Commission could be done at the first meeting in 2018 on January 2<sup>nd</sup>.

**Motion:** Mr. Van Gundy moved to cancel the second Council meeting scheduled for December 12, 2017. Ms. Van Deest seconded and the vote was as follows:

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

Pass 6-0 with one abstention as Ms. Hendren would not be present.

3. Councilman Van Gundy presented plaques of appreciation to Mayor Staneart and Councilwoman Hendren for their service to the Village. Ms. Hendren served on Village Council for twenty years, 1998-2017 and Sean Staneart served 2010-2017 and was a three term Mayor.

### **EXECUTIVE SESSION**

**Motion:** Mr. Van Gundy moved to adjourn to Executive Session to consider the purchase of property for public purpose; to include members of Council, Village Manager, Assistant Village Manager, Finance Director and Zoning Inspector. Mr. Lee seconded and the vote was as follows:

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

Council returned to regular session and there was no action on the Executive Session.

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

Thereupon, the meeting adjourned at 8:08 p.m.

RESPECTFULLY SUBMITTED



Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Benjamin Lee

*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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## November Council Report

### Water

- 1) 44 turn offs for non-payment.
- 2) The recarbonation has been taken down for its annual cleaning.
- 3) There was an issue with a pump at the water plant causing a high pH water in the clear wells. The EPA was notified and corrective actions have been taken.
- 4) Several curb stops were dug up and repaired around town due to various issues.
- 5) Daniel Swick passed his class B CDL test as a requirement of his hire.
- 6) \$2,928 has been saved due to performing the mandatory energy curtailments at both the plants. Hopefully we will realize more savings next year due to the other voluntary curtailments.

### Wastewater

- 1) Biosolids have been applied to local farmers field.
- 2) A new mag meter had to be purchased to replace one that failed in the septage receiving building.
- 3) Phase one of the I&I study will be completed within the next month.
- 4) A missed sewer connection was made on Post Office Alley.
- 5) Jamie Sarnes passed his class B CDL test as a requirement of his hire.

### 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 completed with the exception of 1 punch list item.
- 4) The Jersey St. project has been accepted by the Village.

**VILLAGE MANAGER REPORT TO COUNCIL**  
**DECEMBER 5, 2017**

**Economic Development**

1. Grant application preparation has begun for USDA funds for the Johnstown Commerce Center. An onsite meeting with the port authority is scheduled for December 6 to discuss property layout and water/sewer infrastructure.
2. The state of Ohio released the 12 large medical cannabis license winners on November 30. There were no cultivation licenses awarded within the Village (or central Ohio).

**Private Investment**

1. Hopewell FCU is open.
2. O'Reilly's is under roof and sidewalk is poured.
3. Troyers Marketplace is on pace for a late January opening.
4. Staff continues to field questions and inquiries on the Rice and Michaelson property. No formal revisions to the Rice property or initial plans for the Michaelson property have been received.

**Capital Improvement Projects**

1. Work on the Edwards Road/Oregon Street is complete.
2. The Leafy Dell Road sidewalk has been installed. The installation of ramps and pedestrian flashers should be completed by December 4.
3. We have the ear of the Licking County Transportation Improvement District on the idea of a SR310 -- US62 connector. We are very early in discussions. LCATS is working to get traffic data and origin/destination information in the coming weeks.

**Parks & Recreation**

1. The Rolling Meadows park is complete. Formal rededication will be held in the spring.
2. Pulte has indicated it will be recording the deed to the new park land in the coming week.

**Administration**

1. Our Safe Routes to School planning effort has begun. My goal is to have a new plan to the State for approval by the end of December.
2. No word from the County on our OPWC applications.
3. Attended the last GROW Licking County Board meeting for 2017. GROW Licking County is finalizing an economic development action plan. This should be adopted in Q1 2018.
4. Attended the last Explore Licking County board meeting for 2017.
5. Investigating a fleet management system including automatic logging of maintenance data, location, routing and other data driven metrics.