

**Village of Johnstown
Regular Council Meeting Minutes
Tuesday, March 20, 2018**

CALL TO ORDER: Mayor Benjamin Lee called to Order the Village of Johnstown Regular Council Meeting for Tuesday, March 20, 2018 at 6:41 p.m.

COUNCIL ROLL CALL: Marvin Block; present, Chip Dutcher; present, Lewie Main; present, Cheryl Robertson; absent, Mayor Ben Lee; present, Bill Van Gundy; present, Carol Van Deest; present.

IN ATTENDANCE – STAFF: Jim Lenner – Village Manager, Jack Liggett – Assistant Village Manager, Jim Blair – Zoning Inspector, Josh Boudinot – Lt. Police Department , Teresa Monroe – Clerk of Council

IN ATTENDANCE – PUBLIC: Jonathan Wilcox, Charles Parker, Neda Shaub, Andy Rice, Charlotte Berkley, Ron Paulchet, Terre Vacheresse, Mark Harger, Brian & Yvonne Rose

INVOCATION: Given by Mayor Benjamin Lee

PLEDGE OF ALLEGIANCE

DISCUSSION: Eric DeHays with Local Waste Services previously requested time on the agenda to discuss the refuse contract renewal; however he is not present at this time.

Motion: Mr. Van Gundy moved to amend the agenda moving this item to number eleven. Mayor Lee seconded and all were in favor; motion passed 6-0

ACTION ON MINUTES: Mayor Lee moved to table the **March 6, 2018 Council minutes** as they are still under review. Mr. Main seconded and the vote was as follows:

Chip Dutcher	Y
Lewie Main;	Y
Ben Lee	Y
Bill Van Gundy	A
Carol Van Deest;	Y
Marvin Block	Y

Motion to table passed 5-0 with one abstention due to absence.

CITIZEN COMMENTS

1. Dave Pontia

- Previously gave a presentation to Planning and Zoning on buffer zones and inquired on the process for establishment. Mr. Lenner said everything would go to Planning and Zoning first then they would make a recommendation to Council.

2. Mark Harger – Liberty Township, Harmony Church Road

- Read a prepared letter to Council opposing the annexation of the Rice Farm for the development proposed by Westport and Wilcox Communities. There were some further exchanges and dialog between Council, Staff and Mr. Harger.

3. Neda Shaub – One of three owners of the Rice property
 - Said that she has had dealings with Jim Lenner prior to this; he does an outstanding job and the village is fortunate to have someone like him.
4. Yvonne Rose – Village resident
 - Comments between the public and council need to be respectful both ways

COUNCIL COMMITTEE REPORTS

- a. **Planning & Zoning:** Met 3/13/18; forwarded a presentation to members on the responsibilities of Planning and Zoning, will begin on the property maintenance code, Mr. Pontia gave a presentation on Buffer Zones
- b. **Safety & Service:** Next 4/3/18 @ 5:00 pm Council chambers
- c. **Finance:** Met this evening; Businessmen’s Parking Lot and potential funding partnership for mil/fill possibly by end of summer, phone system link from admin to water/sewer, reviewed water/sewer debt and operations disbursement and operating expenses, discussed new business park incentive packages, US62 turn lane project is underway with real-estate acquisitions, will begin to see some tree removal, project completion in 2019. Next 4/17/18 @ 5:00 pm Council chambers
- d. **Economic Development:** Next 4/5/18 @ 10:00 am Admin office
- e. **Park & Rec:** Met 3/8/18; organizational with two new members, reviewed current parks within the village and possible funding from State, County or local organizations who may want to help fund projects that involve parks and recreation. Also want to meet with the new Licking County Parks Director. Next 4/12/18 @ 10:00 am Admin office
- f. **School District Liaison:** Met 3/13/18; Bill Van Gundy elected Chair, discussed grant funding for traffic signal at Leafy Dell, discussion of thoughts regarding a school resource officer, demolition timeline for Adams Middle School building along with capping the water and sewer lines – will be crushing on-site only between hours 8am-5pm, discussion on cleanup of right of way sections for future school building, update given on phase three - parking lot at old high school/Searfoss. Next 6/12/18 @ 5:00 pm Council chambers
- g. **Personnel Board of Review:** 3/29/18 @ 9:00 am
- h. **Rules:** no meeting scheduled

Mayor Lee attended a GROW Licking County meeting; they talked about projections for Licking County, reviewed the 2017 annual report and goals for 2025; will forward links out to Council.

DIRECTOR REPORTS

- a. **Police:** Chief Corbin’s Director Report is attached
- b. **Finance:** Dana Steffan’s Director Report is attached

LEGISLATION

A. ORDINANCE 09-2018 AN ORDINANCE AMENDING ORDINANCE 57-2017, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS. *Introduction March 6, 2018~
Public Hearing/Vote*

This is the second reading on the financial appropriation for the new Police Officer sworn in at last Council meeting.

Public Hearing: Jack Liggett asked if the salary is for one employee, Mr. Lenner said yes and is based on the experience of the officer.

Motion: Mayor Lee moved to approve; Ms. Van Deest seconded and the vote was as follows:

Lewie Main;	Y
Ben Lee	Y
Bill Van Gundy	Y
Carol Van Deest;	Y
Marvin Block	Y
Chip Dutcher	Y

Pass 6-0

B. RESOLUTION 2018-07 A RESOLUTION TO APPROVE AND ADOPT THE WESTERN LICKING COUNTY ACCORD. *Introduction March 6, 2018~Tabled March 6, 2018*

Councilman Main recommended this remain tabled until full Council is present, Mayor Lee agreed. Ms. Van Deest said this process began in 2016, Bill Van Gundy was on the Steering committee and that she and Sean Stanearth were the elected officials appointed for Johnstown. Ms. Van Deest said for the record, there is nothing in the WLCA about a Community Authority - as seems to be the rumor; also the WLCA is non-binding and a way to share information between the member entities of Johnstown, New Albany and Jersey Township, and once passed by all, a panel can be formed to meet on a regular basis. Mr. Van Gundy said he would like for the WLCA to be passed at next meeting; there was Council discussion on the involvement and input of Monroe Township and that it would be beneficial to have a Trustee come as a mouthpiece for their viewpoint and feedback. Mayor Lee said he would like the next meeting as a discussion and an outcome granted the entire Council is present and can invite Mr. Stanearth and the Township Trustees.

C. RESOLUTION 2018-08 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO RESEARCH AND DISCUSS WITH SURROUNDING COMMUNITIES AND BUSINESSES FOR THE EXTENSION OF WATER & SEWER FACILITIES. *Introduction ~ Public Hearing ~ Vote*

Mr. Lenner said the village has been approached by a few entities about the possibility of running water and sewer to different areas. This resolution would give Council's support and approval to the Manager in exploring various extension opportunities. There was discussion on the direction of other water and sewer entities such as Delco and South West Licking; extension of village water and sewer services secures borders and with more users keeps rates steady.

Public Hearing: None

Motion: Ms. Van Deest moved to approve; Mr. Block seconded and the vote was as follows:

Ben Lee	Y
Bill Van Gundy	Y
Carol Van Deest;	Y
Marvin Block	Y
Chip Dutcher	Y
Lewie Main;	Y

Pass 6-0

DISCUSSION: Local Waste still not present; clerk to reschedule a representative to attend a summer Safety and Service meeting. Council requested a copy of the contract to begin review.

OTHER BUSINESS

1. Council work session scheduled for Saturday, March 24, 2018 at 8:00 am in Council Chambers
2. Council members are invited to reserve and attend the 2018 MORPC State of the Region in April

ADJOURNMENT: There being no further business to come before Council, Mr. Van Gundy moved to adjourn, Ms. Van Deest seconded and the vote was as follows:

Bill Van Gundy	Y
Carol Van Deest;	Y
Marvin Block	Y
Chip Dutcher	Y
Lewie Main;	Y
Ben Lee	Y

Pass 6-0

Thereupon, the meeting adjourned at 8:25 p.m.

RESPECTFULLY SUBMITTED


Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED



Mayor Benjamin Lee

Johnstown Police Department



599 S. Main Street
P.O. Box 457
Johnstown, Ohio 43031

Chief of Police
Don Corbin

Phone 740-967-0911
Fax 740-967-6415

February 2018

- 2/8/18 & 2/10/18- Officers responded to two heroin overdoses (Picture included). We had a total of 3 overdoses in February.
- 2/16/18- Chief Corbin, Lt Boudinot, Officer Rutherford, Officer Compton & Officer Willis represented the Police Department at the funeral of Westerville Officers Morelli & Joering. (Picture included)
- 2/16/18- Officer Green responded to a call where an ex-boyfriend threatened to shoot ex-girlfriend and would not let her out of the car. A handgun was taken from the male suspect. (Picture included)
- 2/19/18- A retired Westerville Police Officer dropped off poem (included) at the Police Department.
- 2/21/18- Officer Willis and Officer Compton both attended 16 hours of training in Criminal Patrol at the Ohio State Highway Patrol Academy.



**Finance Director's Report to Council
March 20, 2018**

1. Tax Revenue. Total 2018 Income Tax revenues collected to-date is \$301,006. 2018 Budgeted Income Tax revenue is \$1,840,000. We have collected 16% of total budget.
2. Revenues and Expenditures. See attached spreadsheets for 2018 year-to-date revenue collections and expenditures.
3. House Bill 49. The Judge has ruled against the municipalities and for the State. This is a final, appealable order and our law director believes it will be appealed. The decision is based on the Judge's legal conclusion that the State's constitutional authority to limit municipal power "to levy taxes" includes authority to collect municipal taxes. More information will be forwarded as the process moves forward.
4. 2017 Financial Statements. The 2017 Financial Statements and related footnotes have been filed on time with the Auditor of State's Office.
5. 2016-2017 Audit. Wilson, Philips & Agin, CPAs will be conducting our biennial audit once again under authority of the Auditor of State. They expect to be onsite to commence their work in March or April.
6. NatureWorks Grant Reimbursement. We have received the expected reimbursement for the playground & shelter house at Rolling Meadows park. The Village spent \$39,193 on this project; the reimbursement was for \$29,395 (75%).
7. Property & Casualty Insurance Renewal. Effective 4/1/2018 our insurance coverage will renew with the Ohio Municipal Joint Self-Insurance Pool, via MVP Insurance Agency. The renewal rate is \$47,868 per annum, which is an increase of 8% over our prior contract. Seven percent of the eight percent increase is attributable to our own increased exposure (e.g., additional items to be covered), with the remaining increase due to general premium elevations. This rate will be in effect through 3/31/2021.
8. Tax Incentive Review Council (TIRC). The Annual TIRC Meeting will be held on 3/27/2018 at 10:00AM in Newark. I will plan to attend as an appointed member of this Committee and on behalf of the Village of Johnstown. The Village has one tax incentive agreement currently in force with Apeks Supercritical.

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 2/28/2018

A/C	Sub-Fund	2018 Beginning	2018 Revenue	2018 Expected Revenues	Actual Revenues	
1000	Real Estate Tax			\$ 250,000.00	\$ -	0.00%
1000	Income Tax			\$ 1,840,000.00	\$ 301,006.00	16.36%
1000	Shared Taxes			\$ 110,450.00	\$ 7,147.00	6.47%
1000	State Pass Thru Grants			\$ -	\$ -	
1000	Permits, Fines, & Licenses			\$ 214,500.00	\$ 27,366.00	12.76%
1000	Interest			\$ 5,000.00	\$ 2,218.00	44.36%
1000	Miscellaneous			\$ 27,000.00	\$ 6,305.00	23.35%
1000	Other Financing Sources			\$ -		
1000	Total General Fund			\$ 2,446,950	\$ 344,042	14.06%
2011	Total Street Construction & Repair			\$ 199,907	\$ 39,629	19.82%
2021	State Highway & Improvement			\$ 10,873	\$ 2,535	23.31%
2901	Mayor's Court - Computer			\$ 1,000	\$ 160	
2905	Leafy Dell Road Traffic Improvement			\$ -		
2906	Restricted Police Grants			\$ 5,000	\$ 5,218	104.36%
5101	Water Operating			\$ 497,625	\$ 73,775	14.83%
5201	Sewer Operating			\$ 845,625	\$ 140,169	16.58%
5701	Water Replacements & Improvements			\$ 77,000	\$ 1,041	1.35%
5702	Sewer Replacements & Improvements			\$ 95,000	\$ 1,535	1.62%
5721	Water Debt Service			\$ 27,628	\$ 3,994	14.46%
5722	Sewer Debt Service			\$ 577,000	\$ 96,233	16.68%
5781	Enterprise Deposit			\$ 40,500	\$ 5,919	14.61%
9101	Unclaimed Monies			\$ -		
9904	Mayor's Court			\$ 85,000	\$ 13,498	15.88%
	TOTAL ALL FUNDS			\$ 4,909,108	\$ 727,748	14.82%
	# Amended Appropriations					
					14.82%	
					<i>percentage received to date</i>	

Village of Johnstown Financial Report

Expenditures

as of 2/28/2018

A/C	Sub-Fund	2018 Beginning	2018 Revenue	2018 Appropriations	Actual Expenditures	
110	Police			\$ 913,628.00	\$ 140,290.00	15.36%
130	Street Lighting			\$ 72,000.00	\$ 6,713.00	9.32%
210	Public Health			\$ 16,550.00	\$ -	0.00%
310	Recreation Department			\$ 8,100.00	\$ 35.12	0.43%
410	Zoning			\$ 37,382.00	\$ 5,686.00	15.21%
490	Economic Development			\$ 10,000.00	\$ -	0.00%
620	Street Maintenance			\$ 49,340.00	\$ 9,778.00	19.82%
710	Administration			\$ 305,878.00	\$ 47,319.00	15.47%
715	Legislative Activities			\$ 55,138.00	\$ 27,957.00	50.70%
720	Mayors Court			\$ 77,838.00	\$ 11,882.00	15.27%
725	Finance Department			\$ 82,462.00	\$ 25,676.00	31.14%
730	Lands & Buildings			\$ 75,500.00	\$ 5,637.00	7.47%
740	County Auditor (Property Tax Collection)			\$ 4,300.00	\$ 594.00	13.81%
745	State Auditor			\$ 10,000.00	\$ -	0.00%
755/760	Income Tax Administration			\$ 56,000.00	\$ 11,940.00	21.32%
	Other Uses of Funds & Transfers			\$ 747,700.00	\$ 122,161.00	16.34%
1000	Total General Fund			\$ 2,521,816	\$ 415,668.12	16.48%
	Street Maintenance & Repair					
	Street Cleaning, Snow Removal					
	Traffic Signs & Signals					
	Sidewalks (Capital outlay)					
2011	Total Street Construction & Repair			\$ 196,289	\$ 27,708	14.12%
	State Highway Maintenance					
	Street Cleaning, Snow & Removal					
	Traffic Signs & Signals					
2021	State Highway & Improvement			\$ 14,000	\$ 6,356	
2101	Permissive Motor License			\$ -	\$ -	
2271	Enforcement & Education	\$ -		\$ -	\$ -	
2272	Equitable Sharing	\$ -		\$ -	\$ -	
2901	Mayor's Court Computer	\$ -		\$ 1,000	\$ -	
2902	Babcock Fund	\$ -		\$ -	\$ -	
2903	Budget Stabilization Fund	\$ -		\$ -	\$ -	
2904	FEMA Fund	\$ -		\$ -	\$ -	
2905	Leafy Dell Traffic Improvement Fund	\$ -		\$ -	\$ -	
2906	Restricted Police Grant Fund	\$ -		\$ 10,000	\$ -	
3101	Debt Service Fund	\$ -		\$ 309,500	\$ 18,705	
4901	Capital Projects	\$ -		\$ 1,281,947	\$ 19,212	
5101	Water Operating	\$ -		\$ 565,116	\$ 71,276	
5201	Sewer Operating	\$ -		\$ 649,214	\$ 99,346	

Village of Johnstown Financial Report

Expenditures

as of 2/28/2018

A/C	Sub-Fund	2018 Beginning	2018 Revenue	2018 Appropriations	Actual Expenditures
5701	Water Replacements & Improvements	\$ -		\$ 386,500	\$ 13,375
5702	Sewer Replacements & Improvements	\$ -		\$ 1,204,000	\$ 13,375
5721	Water Debt Service	\$ -		\$ 70,500	\$ 10,525
5722	Sewer Debt Service	\$ -		\$ 399,000	\$ 2,500
5781	Enterprise Deposit	\$ -		\$ 33,000	\$ 3,437
9101	Unclaimed Monies	\$ -		\$ -	\$ -
9904	Mayor's Court	\$ -		\$ 85,000	\$ 13,938
TOTAL ALL FUNDS				\$ 7,726,882	\$ 715,421
# Amended Appropriations					
1000	ORD. #05-2018	\$ 20,200	Additional Police Expenses		