



Regular Council Meeting
Tuesday, August 3, 2021 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Invocation - Mr. Lee
4. Pledge of Allegiance
5. Action on Minutes
 - a. July 20, 2021
6. Citizen comments on matters not on the agenda
7. Council Committee reports
 - a. **Planning & Zoning:** Met 7/27/21; Next 8/10/21 @ 6:30 pm Council Chambers
 - b. **Safety & Service:** 8/3/21; Next 9/7/21 @ 5:00 pm Council Chambers
 - c. **Finance:** Met 7/20/21 draft minutes attached; Next 8/17/2021 @ 5:00 pm Council Chambers
 - d. **Economic Development:** Next 8/5/21 @ 10:00 am Amin Conference Room
 - e. **Park & Rec:** Met 7/8/21 updated last time; Next 8/12/21 @ 10:00 am Admin Conference Room

Joint Recreation District Board: Organizational meeting 8/12/21 @ 5pm Council Chambers

 - f. **Personnel Board of Review:** Next TBD for review of Employee Handbook and Police Dept. Manual
 - g. **Events Committee:** Updated previously; Next 8/4/21 @ 5pm Council Chambers
8. Director Reports
 - a. Service: Water, Wastewater, Street
 - b. Village Manager
9. Introduction - Revitalization District
 - a. Mayor Cover Letter
 - b. Application
10. Tabled Legislation

- a. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN
- b. **RESOLUTION 2021-28** A RESOLUTION TO APPROVE AN UPDATE TO THE EMPLOYEE HANDBOOK
- c. **RESOLUTION 2021-29** A RESOLUTION TO ADOPT A POLICE DEPARTMENT AGREEMENT MANUAL

11. Public Hearings of Legislation

- a. **ORDINANCE 30-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS
- b. **RESOLUTION 2021-30** A RESOLUTION AUTHORIZING THE MANAGER OF THE VILLAGE OF JOHNSTOWN TO ACCEPT THE DONATION OF REAL PROPERTY
- c. **RESOLUTION 2021-31** A RESOLUTION ADOPTING RULES FOR THE JOHNSTOWN DOG PARK
- d. **RESOLUTION 2021-32** A RESOLUTION COMMITTING FUNDS TO THE DUNCAN PLAINS ROAD IMPROVEMENT PROJECT

12. Introduction of Legislation

- a. **ORDINANCE 32-2021** AN ORDINANCE AMENDING CHAPTER 1195 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES
- b. **ORDINANCE 33-2021** AN ORDINANCE AMENDING CHAPTERS 1133, 1137, 1181 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES
- c. **ORDINANCE 35-2021** AN ORDINANCE AMENDING CHAPTER 1187 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES

- d. **ORDINANCE 36-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

13. Other Business

14. Adjourn

Next Council Meeting August 17, 2021



Regular Council
Tuesday, July 20, 2021 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for July 20, 2021 at 6:36 PM.

2. Roll Call

Present - Mayor Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren

Absent - Carol Van Deest

Staff present - Jim Lenner - Village Manager, Jack Liggett - Assistant Village Manager, Yazan Ashrawi – Law Director, Abe Haroon - Chief of Police, Dana Steffan - Finance Director, Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Teresa Monroe - Clerk of Council

Public present - None

3. Invocation - Mayor Dutcher

4. Pledge of Allegiance

5. Executive Session: To discuss pending or imminent court action with legal counsel

ACTION: Benjamin Lee moved to enter Executive Session for the purpose of discussing pending or imminent court action with legal counsel, with all of Village Council, Jim Lenner, Jack Liggett, Teresa Monroe, Yaz Ashrawi and Dana Steffan; Cheryl Robertson seconded and the vote was as follows:

AYES: Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Mayor Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 6 - 0

Entered Executive Session at 6:43 pm

Council returned to regular session at 7:24 pm

6. Action on Minutes

a. July 6, 2021

ACTION: Marvin Block moved to Approve as written; Doug Lehner seconded

Vision Statement: The Village of Johnstown is dedicated to providing a secure community environment that fosters cultural, recreational, educational and economic opportunities while preserving our unique historical character

and the vote was as follows:

AYES:	Ben Lee, Marvin Block, Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Doug Lehner
NOES:	None
ABSTAIN:	None

Passed 6 - 0

7. Correspondence

a. Ohio Division of Liquor Control

Notice of existing liquor license transfer from Old Horseshoe to new owner; no objection of Council and no request for hearing. Council Clerk will return notice to the Division of Liquor Control.

8. Citizen comments on matters not on the agenda

None

9. Council Committee reports

a. **Planning & Zoning:** Met 7/13/21 work session with Council and then regular; Next 7/27/21 @ 6:30 pm Council Chambers

Joint work session was to provide council comments on the Design Standards draft. Regular meeting was a work session on the Zoning Ordinance draft.

b. **Safety & Service:** Met 7/6/21; Next 8/3/21 @ 5:00 pm Council Chambers
Reviewed last time.

c. **Finance:** 7/20/21; Next 8/17/21 @ 5:00 pm Council Chambers

Actions taken: appropriated money for the Trailhead parking lot paving; Main Street tree trimming approved and moving forward; approved cost for replacement of Oliver Bigelow's headstone; will see action on increasing General and CIP Funds, anticipated revenues from income tax receipts outpacing what was projected. Voted to move forward with hiring an additional Street Department employee. Will have quotes and more discussion on the generators in admin building and for lift station one and conversion from diesel to natural gas for uninterrupted power in case of outage. Voted to move forward with spending bonded funds for engineering and design for the Duncan Plains water loop (US 62 to Duncan Plains) to bridge the gaps for the new Enterprise Center. Energy Aggregation discussed, County not moving forward this year, discussion deferred to next year.

d. **Economic Development:** 7/1/21 cancelled; Next 8/5/21 @ 10:00 am Admin Office
The new GROW Licking County Director will attend next meeting.

e. **Park & Rec:** Met 7/8/21; Next 8/12/21 @ 10:00 am Admin office

Discussion on the Active Transportation Plan; the village will be receiving funds from the Licking County Health Department Creating Healthy Communities to put in bike racks and a bike fix-it station at Bigelow Park, they have been ordered and should be here in the next three to six weeks. Talked about the TAP Grant and re-applying in October for Raccoon

Creek Park. Updates given on Trailhead Park; Dog Park is scheduled for August 16th.

- f. **Tree Commission:** Next 7/27/21 @ 5:00 pm Council Chambers
Arborist assessed trees and gave a price on trimming all the trees on Main Street and the large Oak at the Dog Park; voted on and approved last time. Trees for planting being donated by Ms. Robertson, Ms. Van Deest, Mayor Dutcher and Ms. Hendren.
- g. **Events Committee:** Next 8/4/21 @ 5:00 pm
August 4th will be a hindsight meeting to get feedback on the Fireworks Event.

10. Director Reports

- a. Finance Director
Dana Steffan highlighted items in her report; added that the first payment of \$267,000 in American Rescue Plan Act funds were received.
- b. Chief of Police
Chief Haroon reviewed his report for Council. Mr. Lee inquired on the fuel cost per gallon increase asking if more miles were being driven or if it was price; Chief said it was purely the price of gas.

11. Tabled Legislation

- a. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN. Tabled March 2, 2021
Not ready, will remain tabled.
- b. **RESOLUTION 2021-21** A RESOLUTION TO ADOPT THE PROPOSED DESIGN REVIEW DISTRICTS AND STANDARDS AS PRESENTED. Tabled June 15, 2021

Mr. Block requested to leave this on the table for another meeting. Ms. Robertson said right now the village does not have anything on the books, need to secure what we have, could pass this as is but continue to make changes through amendments; at least if a builder comes in we have some standards there.

ACTION:	Mr. Lee moved to take from the table ; Ms. Robertson seconded and all were in favor.
AYES:	Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren
NOES:	None
ABSTAIN:	None

Passed 6 - 0

Mr. Lee said it is not a perfect document but looking at the interim guidelines we have right now it at least incorporates guidelines and standards and is much more comprehensive, still a very fluid document but gives some guidance and a more concrete approach to those looking to come into the village; he does think there is an area that could be tightened up with land annexing in and some direct notation about how this document might affect the

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property. He said he is proud of the document and proud to continue to make adjustments as needed but this is a big step forward from where we are today.

Mr. Lee moved to adopt the Resolution; Ms. Robertson seconded.

Doug Lehner said he would like to address new development coming into Johnstown, that is the one thing he hears a lot about; seems like that needs to be tightened up whether it needs to be in these new standards and possibly in conjunction with tightening up some things in Planning and Zoning and making those documents work together; that would satisfy his concerns. Mayor Dutcher pointed out that not one additional lot has been approved in the Village of Johnstown in the last ten years. Referring to the Comprehensive Plan, Mr. Lehner said definitions of rural should still be addressed, if we have an outline and know we are making steps to that and are ok making amendments to this document, he would feel a lot better in that.

Ms. Robertson said we are all concerned about new development, PUD's etc. and asked the Village Planner to address where what we want is controlled. Ms. Klimchak said this document does not cover density or lot size, it covers the design; previously council approved legislation that does require every new development to submit a design plan to be approved through the Design Review Board and this document allows us to police that and ensure developers are following those standards. Ben Lee added that when talking about PUD's and developments like that, several years ago an update was passed that Council has a say at the recommendation of Planning and Zoning; so that would be a new piece if a PUD would come for a vote and at least this gives direction to the Design Review Board as to what to look at.

New motion to approve with condition by Mr. Lee that wording on page 54 will be added; a statement saying that it is the intent of Council and Commission to apply these standards to annexed areas that are not currently defined on the map itself.

ACTION:	Benjamin Lee moved to Approve with the wording on page 54 as stated; Cheryl Robertson seconded, with the condition, and the vote was as follows:
AYES:	Marvin Block, Cheryl Roberston, Mayor Dutcher, Sharon Hendren, Doug Lehner, Ben Lee
NOES:	None
ABSTAIN:	None

Passed 6 - 0

12. Public Hearings of Legislation

a. **ORDINANCE 27-2021** AN ORDINANCE AMENDING CHAPTER 1105 OF THE VILLAGE

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OF JOHNSTOWN CODIFIED ORDINANCES

This amends requirements for preliminary plats and would require a utility plan for any preliminary plat application.

Mr. Lee moved to approve, Ms. Hendren seconded.

Public Hearing: There were no comments by the public either for or against.

No debate by Council.

ACTION: Benjamin Lee moved to Approve; Sharon Hendren seconded and the vote was as follows:
AYES: Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Doug Lehner, Ben Lee, Marvin Block
NOES: None
ABSTAIN: None

Passed 6 – 0

- b. **ORDINANCE 31-2021** AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO, AND DECLARING AN EMERGENCY.

Certain Ordinances passed since last codification and should not wait a year to be published.

ACTION: Benjamin Lee moved to waive the second reading; Marvin Block seconded and the vote was as follows:
AYES: Mayor Dutcher, Sharon Hendren, Doug Lehner, Ben Lee, Marvin Block, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 6 - 0

Public Hearing: There were no comments by the public either for or against.

ACTION: Marvin Block moved to Approve; Cheryl Robertson seconded and the

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vote was as follows:

AYES: Sharon Hendren, Doug Lehner, Ben Lee, Marvin Block, Cheryl Robertson, Mayor Dutcher
NOES: None
ABSTAIN: None

Passed 6 - 0

- c. **RESOLUTION 2021-26** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO AWARD FOR WATER TREATMENT PLANT EXPANSION DESIGN SERVICES AND FEES

The village requested proposals for services related to water treatment plant expansion and design, this authorizes the Village Manager to award to Jacobs Engineering Group.

Public Hearing: There were no comments by the public either for or against.

ACTION: Marvin Block moved to Approve; Cheryl Robertson seconded and the vote was as follows:
AYES: Doug Lehner, Ben Lee, Marvin Block, Cheryl Robertson, Mayor Dutcher, Sharon Hendren
NOES: None
ABSTAIN: None

Passed 6 – 0

Mayor Dutcher added that it was an excellent presentation, he feels very confident in the work that Jacobs will do for the village.

- d. **RESOLUTION 2021-27** A RESOLUTION TO APPROVE AN UPDATE TO THE JOB DESCRIPTION FOR EXECUTIVE ASSISTANT

This is part of the ongoing evaluation of job descriptions and pay scales; moves this position to a salary position, there will be an increase in salary for compensation of any potential loss in overtime.

Public Hearing: There were no comments by the public either for or against.

ACTION: Cheryl Robertson moved to Approve; Marvin Block seconded and the

vote was as follows:

AYES: Ben Lee, Marvin Block, Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Doug Lehner
NOES: None
ABSTAIN: None

Passed 6 – 0 Tabled

e. **RESOLUTION 2021-28** A RESOLUTION TO APPROVE AN UPDATE TO THE EMPLOYEE HANDBOOK

Mr. Lee asked that in the interest of due diligence that this and the next Resolution be tabled and passed to Personnel Board of Review for review and feedback, potentially by August 3rd.

ACTION: Benjamin Lee moved to table Resolution 2021-28 and send to Personnel Board of Review and further investigation and hopefully feedback on the 3rd; Sharon Hendren seconded and the vote was as follows:
AYES: Marvin Block, Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Doug Lehner, Ben Lee
NOES: None
ABSTAIN: None

Passed 6 – 0 Tabled

f. **RESOLUTION 2021-29** A RESOLUTION TO ADOPT A POLICE DEPARTMENT AGREEMENT MANUAL

Same recommendation to table and send to Personnel Board of Review.

ACTION: Benjamin Lee moved to table Resolution 2021-29 and send to Personnel Board of Review for further investigation; Sharon Hendren seconded and the vote was as follows:
AYES: Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Doug Lehner, Ben Lee, Marvin Block
NOES: None
ABSTAIN: None

Passed 6 – 0 Tabled

13. Introduction of Legislation

- a. **ORDINANCE 30-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

An appropriation to increase the legal fees for bills to be paid. Public Hearing August 3rd.

14. Other Business

1. Ms. Hendren said she may not be at next meeting August 3rd, will notify clerk.
2. Mr. Lehner asked if there were any updates on 267 N. Main; Mr. Blair said he has asked the prosecutor to get involved

15. Adjourn

ACTION: Marvin Block moved to Adjourn; Sharon Hendren seconded and all were in favor.

AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 6 - 0

Meeting adjourned approximately 8:15 pm

Next Council Meeting August 3, 2021



Finance Committee
Tuesday, July 20, 2021 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Finance Committee meeting for July 20, 2021 to order at 5:00 pm

Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
Absent - None

Staff present - Jim Lenner, Dana Steffan, Bailey Klimchak, Jack Liggett, Chief Haroon, Teresa Monroe.

Public present - None

2. Action on Minutes a. May 26, 2021 Special Finance b. June 15, 2021

ACTION: Cheryl Robertson moved to Approve minutes en bloc; Chip Dutcher seconded and all were in favor

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Finance Director Reports

a. Bank to Book

Finance Director commented on outstanding checks due to a check run in July for June's period of accounting. Ms. Robertson inquired on payroll checks outstanding; Ms. Steffan noted that new employees are required to sign up for direct deposit.

Review and discussion on Finance Director report from Council packet; noted the Ordinance for legal fees, Finance Director said being realistic she knows there will be more before the end of the year. Ms. Steffan said the ARP payment was received

2021 Committee Goals

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to \$500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

yesterday, working on fund/budget accounting.

4. Appropriations

a. Trailhead Parking Lot Paving

Review of paving quote from Law for \$43,032.62; Mayor Dutcher noted we should not pay the mobilization charge twice if contractor will be here already; also no milling; Jack Liggett to discuss with contractor. Discussion on where to pay for the paving from.

ACTION: Ben Lee moved to Approve the Trailhead parking lot with the lowest and best price and being appropriated from the CIP fund; Ms. Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

Dana Steffan said if an appropriation Ordinance is needed she will have on for August 3rd.

b. Main Street Tree Trimming (Arborist estimate)

Bailey Klimchak said the standing estimate is \$7,900 but she is working with the arborist to try and get that reduced. The Oak tree trimming estimate is \$1,500 and will be paid out of Tree Commission budget which has sufficient funds already appropriated; Marvin Block said Tree Commission was in favor.

Discussion on where to pay the \$7,900 from; decision to pay from the appropriated Budget Stabilization funds.

ACTION: Ben Lee moved to Approve; Chip Dutcher seconded and the vote was as follows:

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

c. Oliver Bigelow Headstone

Oliver Bigelow's headstone is cracked and not fixable; estimate in the amount of \$2,900

received for replacement, discussion on adding \$1,000 for a dedication plaque from the citizens of Johnstown. Discussion on where to pay from; Finance Director stated preference was to increase General Fund revenue for income tax to reflect a portion of projected. Committee decision to also pay the \$7,900 arborist quote previously approved for the Main Street tree trimming out of the same.

Mr. Lee asked for a motion to move forward with the \$3,900 for the Bigelow headstone.

ACTION: Chip Dutcher moved to Approve; Cheryl Robertson seconded and all were in favor
AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 3 - 0

Mr. Lenner informed committee that a large tree came down in the cemetery today causing damage to fence and neighboring structure; getting insurance estimates.

5. Mobility Hub Funding Update / Jim

Jim Lenner updated that Bailey Klimchak presented to LCATS, funding source has been switched from CMAQ money to total local funds with no real strings attached. Have been given the ok to advertise for consultants so working to finalize the RFP, hoping to get out on Friday, this is for the technology to create the pilot, focused on the labor and the businesses and the business park. With Senator Brown's appropriation, \$500,000 will be used for non-emergency medical transport and educational services, \$400,000 is to go to the design of the Mobility Hub itself. Mr. Lenner said the \$900,000 must survive the process and the appropriations committee; we are hopeful it will; to just be nominated is huge and very exciting. Said he had a great call with Denison University today, they are interested in internships and curriculum etc. added he and Ms. Klimchak will be meeting with the Department of Administrative Services for construction dollars.

6. Service Dept Staffing / Jack

Jack Liggett asked Finance to entertain bringing on another full-time street department employee; village is growing and the department is having a hard time keeping up with asphalt repair/pot hole filling and plowing snow. Jack said he does not want to wait until next year to hire; discussion on wage and cost of benefits; employee wage to start at \$16-\$17 hourly; money is available in the street maintenance fund for the balance of this year.

ACTION: Chip Dutcher moved to hire an additional street employee; Cheryl Robertson seconded and all were in favor.
AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES: None

ABSTAIN: None

Passed 3 - 0

Jack Liggett given authorization to begin advertising.

7. Generator @ Admin Bldg / Jack & Jim

Waiting on quotes for connecting the municipal offices generator to the server. Jack Liggett said he does have quotes at this time.

Chief Haroon elaborated on department function failure during a power outage; said a UPS (uninterrupted power system) or battery backup is needed for the time between power outage and generator power up to avoid the power "flicker" and loss of communications etc. Discussion on having both UPS to avoid interruption and generator that would be able to run long term if power is out for extended period.

8. Generator @ Lift Station One / Jack & Jim

Waiting on quote for conversion to natural gas from diesel. No estimate yet.

9. Rte 62 & Duncan Plains Water Loop Quotes (from S & S) / Jack

Jack Liggett provided numbers on contractor estimates received; twelve-inch line cost is \$242,000 and sixteen inch is \$342,000; would like to get all water lines underneath Duncan Plains before the road is redone. Jack stated the money is in the bond and needs to be used for projects. Prime Engineering is preparing contract for design work, Jack said he did not know what that number was going to be; looking for committee blessing to go ahead with design.

ACTION: Ben Lee moved to go forward with design work for the water loop, design money to come from already appropriated bonded money; Chip Dutcher seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

10. Village Investment Review / Details on Current State / Dana

Questions answered that were asked previously.

- Finance Director has forwarded some more detailed information relative to the overall performance of the market.

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- Bureau of Workman's Comp refunds are posted back to the funds from which they were originally paid.
- OML addressing Opioid settlement money, webinar upcoming.
- Project appropriations balance of \$153,000; bills are coming in, just have not paid them.

11.

Energy Aggregation Follow up:

Jim Lenner updated on Energy Aggregation; due to Newark's charter they cannot make it happen, they county will hold off until next year.

12. Software Solutions Presentation Review / Dana
Review next month

13. Other Business

1. Chip Dutcher noted bad grass on one side of US 62 from the project, seems one side of the road got better seed. Jack Liggett said contractor will not reseed, maintains their requirement is complete. Service department will seed over.

2. Marvin Block asked the flavor of doing something with the old nursing home; schedule Executive Session for discussion on purchase of real property.

3. Marvin Block said Park and Rec Committee Chair Carol Van Deest asks for money in the park fund to advertise Johnstown as a destination, \$4-5,000 requested for marketing, map and illustrator etc. Can be budgeted for next year.

4. Dog Park fence going in August 16th.

14. Adjourn

ACTION: Benjamin Lee moved to Adjourn; Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

Meeting adjourned at 6:27 pm



July 2021

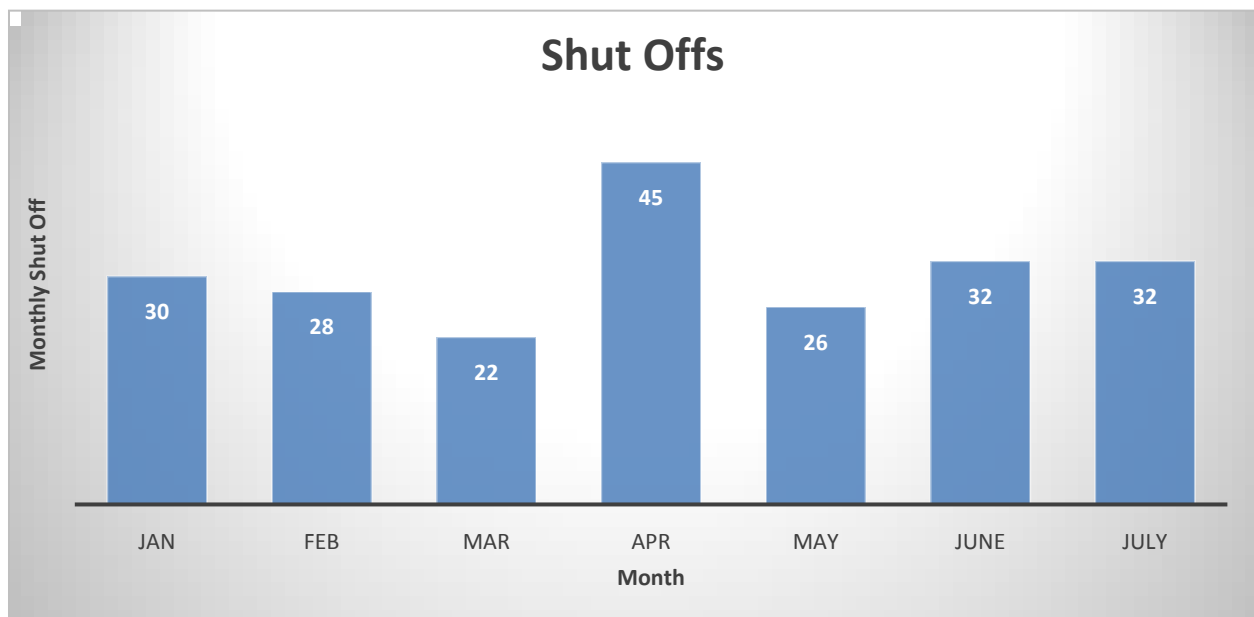
Water Council Report



Water Plant July 2021

- 1) As of July,28th, the flow is 17.295 MG.
- 2) Worked on shut-offs.
- 3) Worked on work-orders.
- 4) Participated in a webinar training.
- 5) Mowed grass.
- 6) Took out # 2 lime feeder and put #1 lime feeder in service and cleaned #2 lime feeder.
- 7) As of July 26th, there has been 173 fire hydrants flushed and 191 fire hydrants maintenance.
- 8) Completed Raw Water, TTHM,s and HAA5 sampling for E.P.A.
- 9) July 7th involved in interviews with Jacobs and Burgess & Niples Engineer for the Water Plant Expansion Contract.
- 10) The Water Plant staff completed 23 hours of training.

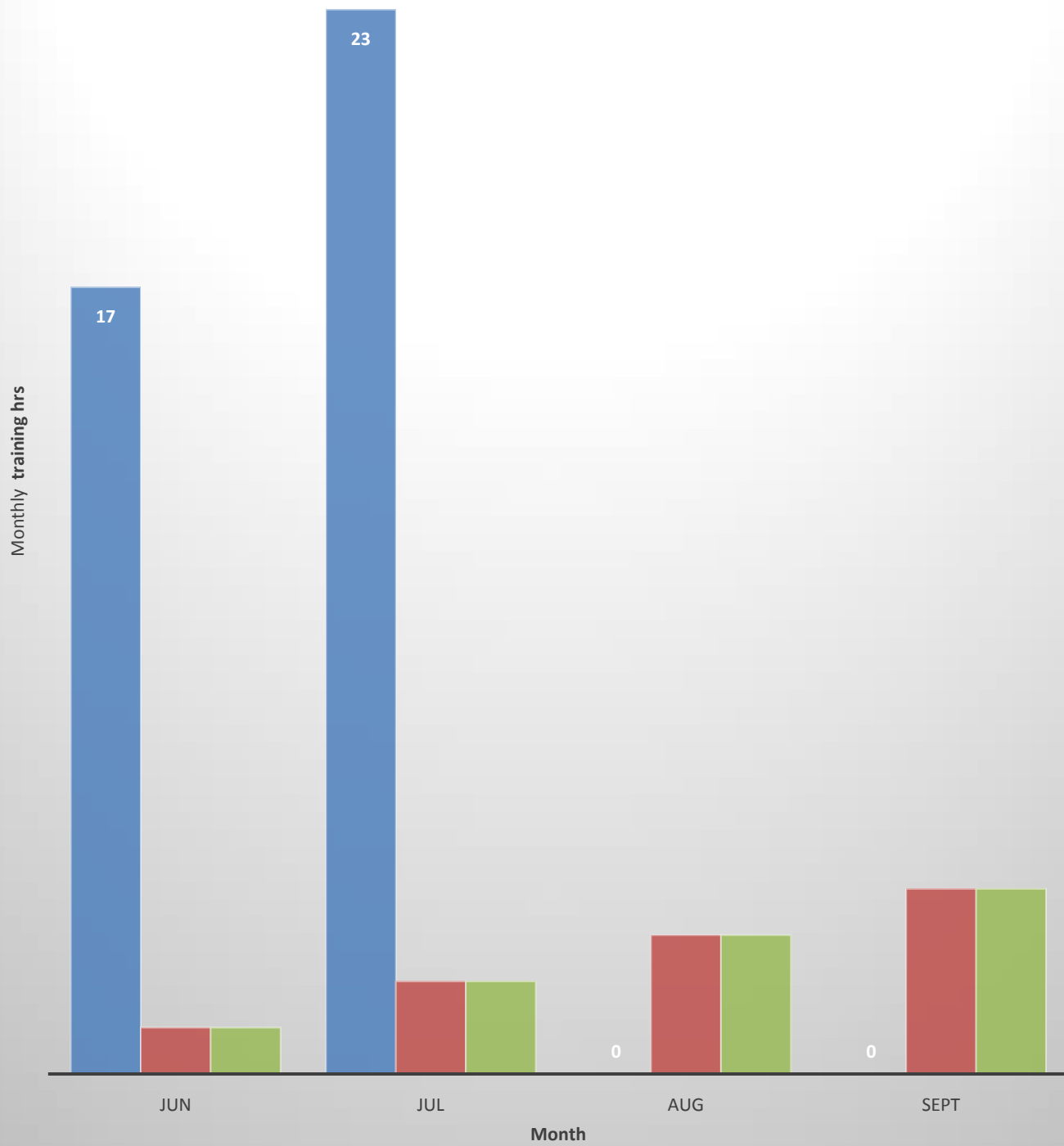
Thank you,
Terry Nichols
Water Plant Superintendent
Village of Johnstown



Water Plant Daily Tap Test Results

Month	pH	Phenol Alkalinity	Total Alkalinity	Total Hardness	Chlorine Free
7/1/2021	8.1	0	55	149	0.98
7/2/2021	8.1	0	49	142	1.00
7/3/2021	8.0	0	51	144	0.98
7/4/2021	8.0	1	46	141	0.94
7/5/2021	8.2	0	51	141	1.00
7/6/2021	7.8	0	49	142	0.97
7/7/2021	8.0	0	48	141	0.92
7/8/2021	8.0	3	51	143	1.01
7/9/2021	8.1	0	50	142	1.07
7/10/2021	8.0	0	48	140	0.96
7/11/2021	8.2	0	50	141	1.13
7/12/2021	8.5	0	50	141	0.80
7/13/2021	8.1	0	52	144	0.96
7/14/2021	7.9	0	53	147	1.02
7/15/2021	7.9	0	53	145	1.05
7/16/2021	8.0	0	55	147	1.02
7/17/2021	8.0	0	50	141	1.05
7/18/2021	8.1	0	48	140	0.99
7/19/2021	8.6	0	53	147	0.71
7/20/2021	7.9	0	52	146	1.03
7/21/2021	7.9	0	52	145	1.01
7/22/2021	8.0	0	51	144	1.00
7/23/2021	8.0	0	51	143	1.17
7/24/2021	7.9	0	50	140	1.03
7/25/2021	8.1	0	49	138	0.90
7/26/2021	8.0	0	52	144	0.97
7/27/2021	8.1	0	50	142	0.93
7/28/2021	8.1	0	59	154	1.03
7/29/2021	8.0	0	51	144	0.99
7/30/2021					
7/31/2021					

Training Hours



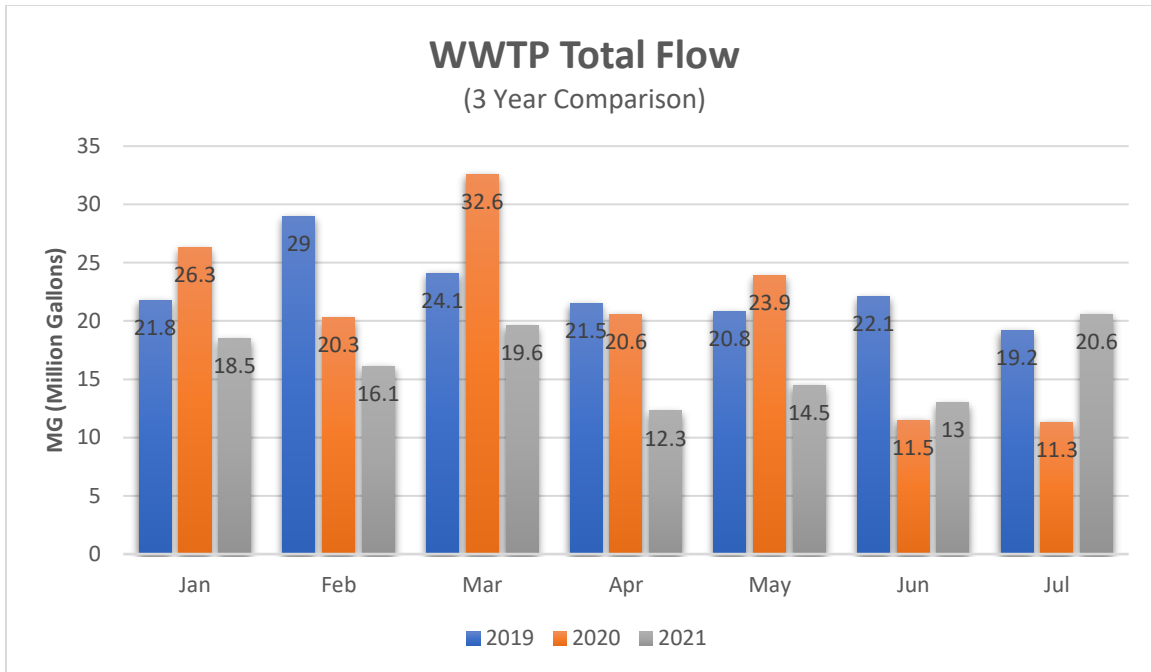
Monthly Influent MG



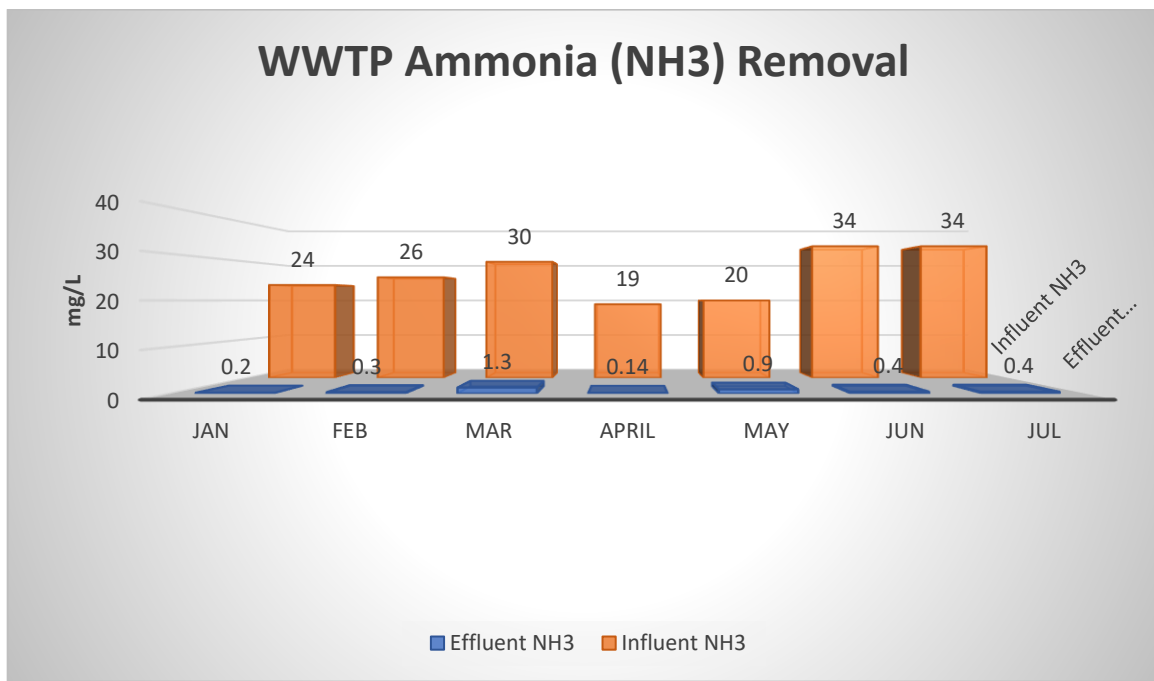


July 2021

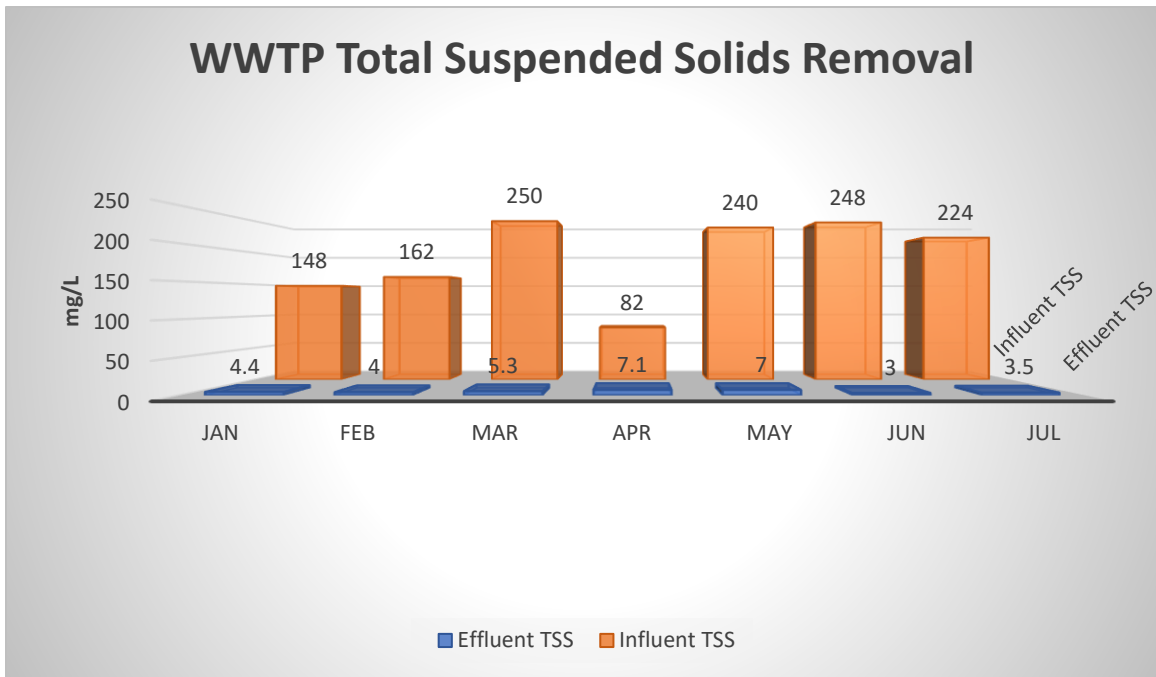
Sewer Council Report



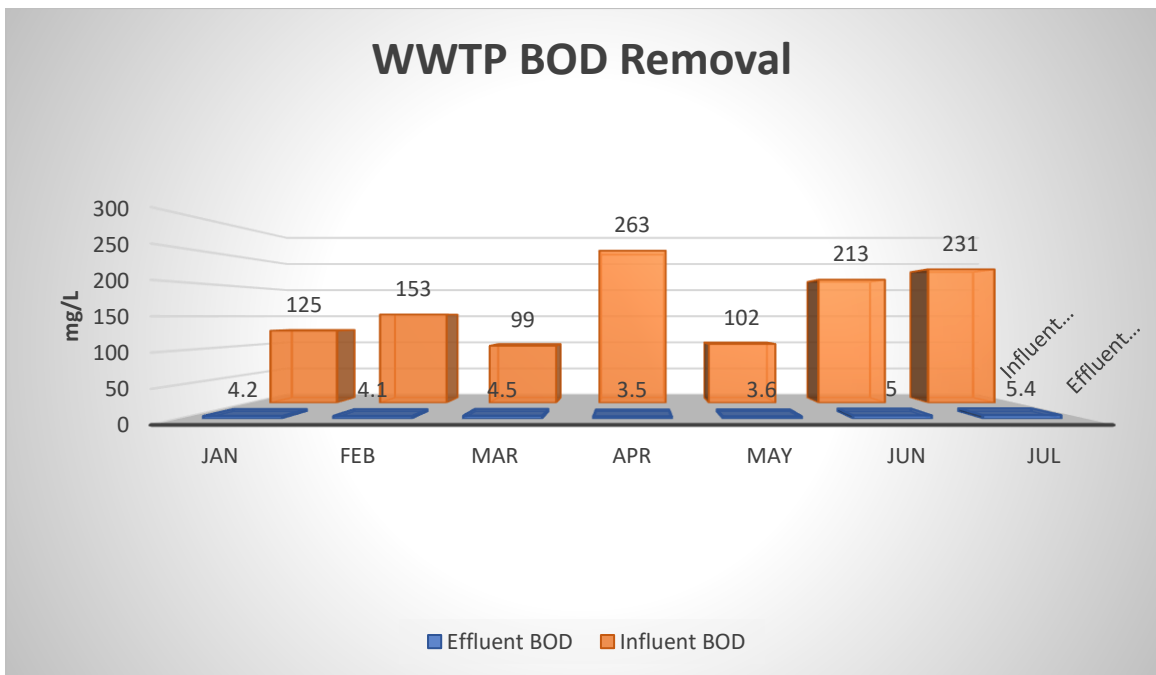
Plant Efficiency Charts



Average % of NH₃ removed for the month = **99%**



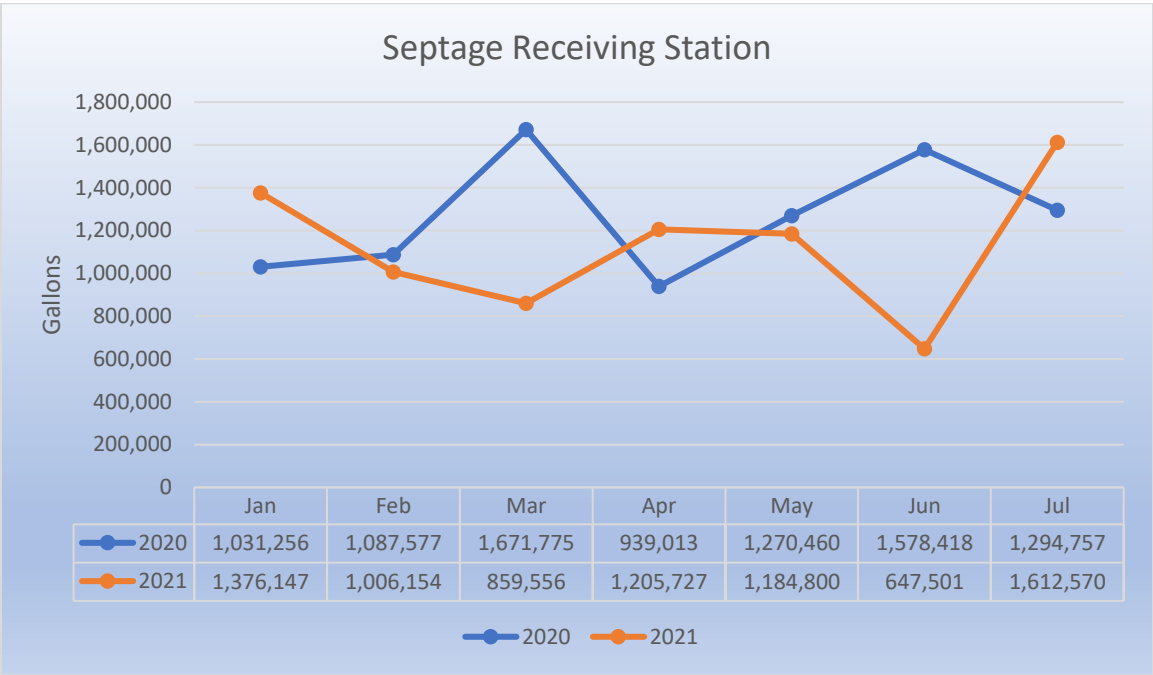
Average % of TSS removed for the month = **98%**



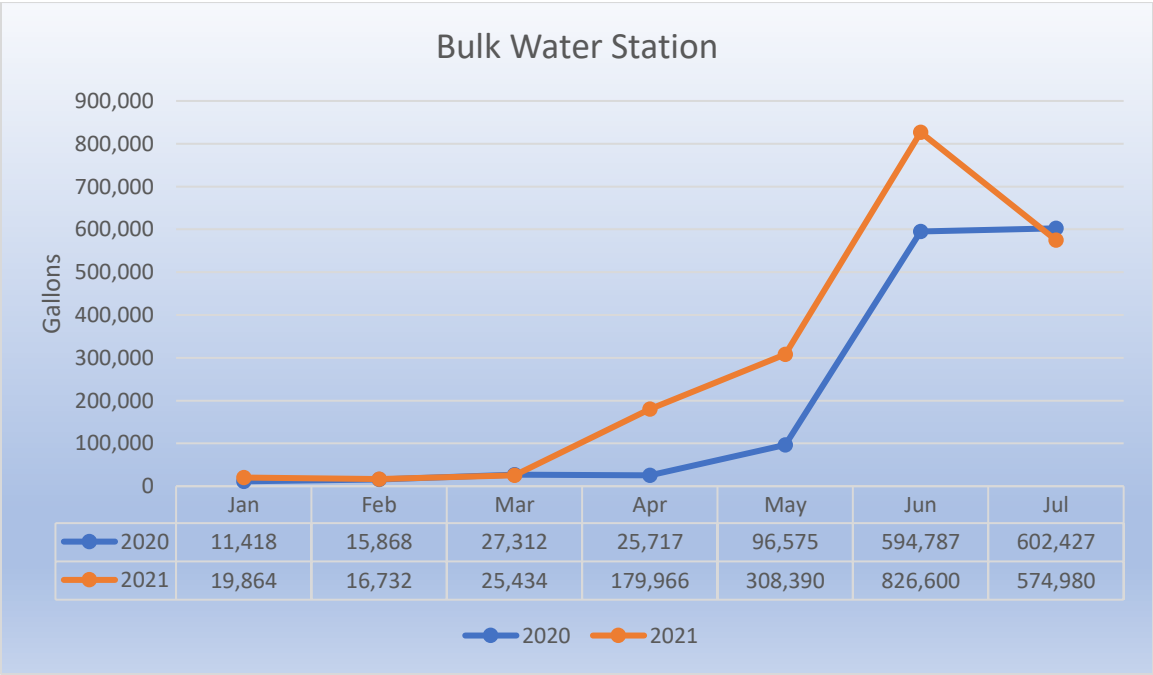
Average % of BOD removed for the month = **98%**

BULK SEWER & WATER

The following chart shows the total amount of waste in gallons brought in to Johnstown for the current year and past year by the egg farms and bulk septage haulers.



The chart below shows the total amount of bulk water in gallons purchased each month for the current year and past year. NOTE: This graph contains gallons of bulk water purchased only from the fill station onsite.



Rick Fitch
Chief Wastewater Operator



JOHNSTOWN

Established 1813

Street Department Report

July 2021

VILLAGE OF JOHNSTOWN, OHIO

Village of Johnstown
Administrative Offices



599 S. Main Street
Johnstown, Ohio 43031
Telephone: 740-967-3177

Asphalt

12 tons used this month, Started working one block at a time, started with Kasson Street.

Sewer Maintinance

Helped find and locate a force main that runs along Jersey street.

Misc.

A lot of sign replacement, and repairs around town
Started tree trimming, around signs, and lights
Had a strand of lights out in the Buena Vista area, also in the concord
Had a tree fall on a house in front of the cemetery (pictures below)

Water maintinance

Had a service line that was hit, that caused it to leak out on Golden Pond
Had a old galvanized line leaking in front of 125 S. Main Street
Contractor on Oregon street hit a water line that we assisted on with fixing
Had a water leak in front of 87 Central Station place

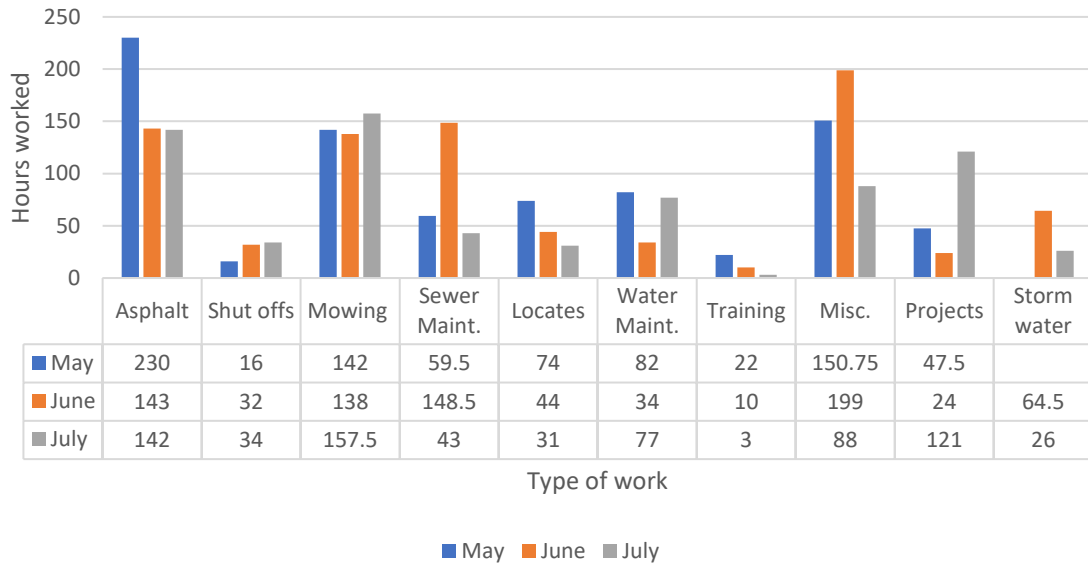
Assisted in water shut offs

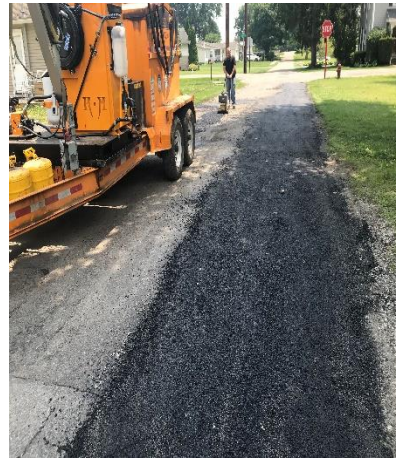
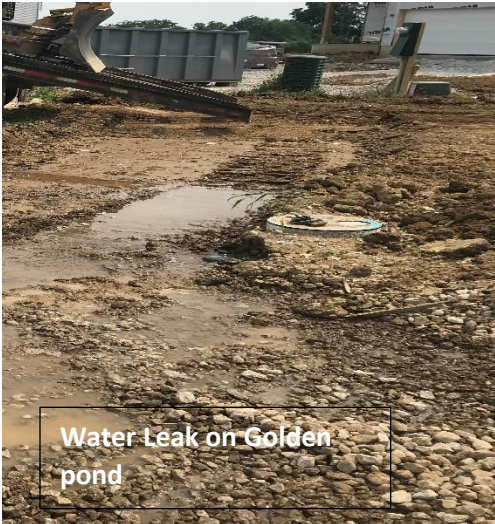
Training

Got to participate in CPR training, Thank you for allowing me to sit in on that.
I would like to set up a class for my department if possible. Also believe it would be beneficial to have a medium sized trauma kit I can keep at the shop, and would recommend having a AED also if possible. Thank you again to Council, Chief, Jim and Jack for having me apart of that class.

Michael Gutridge
Service Director Johnstown ohio

July 2021 723 hours worked





Projects

Oregon Stree

The contractor has started replacing water services. Their start date was 7/19/2021

Jersey Street Relief Sewer

Approximately 400 feet of 3" gas line is being moved, so its not in conflict with the new sewer line. Columbia gas thinks they will be wrapped up by Thursday (08/05/2021)

Water Tower

The foundation of the tower is complete, and the contractor has started on the walls. The first wall to be poured is expected Mid to late week 8/3-8/6



One last update, I've been in contact with Weekley Electric about the lights on Concord Ct. He is waiting on R&R Pipeline to give him a quote on boring of the new electric lines. I will continue to contact him on a weekly bases to get this issue solved.

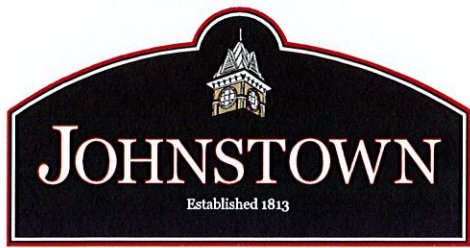


VILLAGE MANAGER REPORT – 08.03.2021

1. Mobility Hub – We continue to work with our partners on this project. We have issued our RFP for technology consultants. Responses are due August 20, 2021. Our request to Senator Brown should be acted upon during the first two weeks of August by the Senate Appropriations Committee. Bailey and I met with Ohio DOD to explain the project. Director Mihalik stopped in the meeting briefly. We handed her a packet of information about the project.
2. Village of Croton/Fairgrounds Water and/or Sewer – A meeting was held on July 29 with the Commissioners Office, Hartford Village, Hartford Township, Fair Board and Village Staff. All parties indicated the need is there. We plan to meet on August 19 at 5:30pm to see if progress is being made towards a resolution.
3. Project River – Nothing new to report.
4. The Village email and programing has migrated to Office 365. If you have questions call 740.358.0327.
5. We have the attention of Pulte who met with Staff this week regarding their responsibility to pay their fair share of the Westview Drive lift station.
6. Next week we meet with ODOT to review the final plans for the US 62 TWLTL Phase 2 (Wendy's to Bridge)
7. The foundation of the water tower is in. 4' deep. 18' diameter. Lots of concrete.
8. My vehicle sustained damage in two separate instances last week. We are working with our insurance carrier and KCEPS to determine the cost of damage and estimated time of repair.
9. Under the American Rescue Plan, [EDA was allocated \\$3 billion in supplemental funding](#) to assist communities nationwide in their efforts to build back better by accelerating the economic recovery from the coronavirus pandemic and building local economies that will be resilient to future economic shocks.
10. Staff met with our engineering consultants on the final concept design of the 62/Sportsmans Club traffic circle. Based on cost estimates and ease of construction, the option we are pursuing makes the most sense.

Respectfully Submitted,


Jim Lenner
Village Manager



Village Administration Office
599 S. Main Street
Johnstown, Ohio 43031

(740) 967-3177
www.johnstownohio.org

August 3, 2021

Charles Dutcher, Mayor
Village of Johnstown
599 South Main Street
Johnstown, OH 43031

RE: Revitalization District

Dear Council Colleagues,

I have attached a package that contains an application that will create a Revitalization District in our historic downtown area. The creation of the District has my full support and I would ask for your support too.

By creating the Revitalization District we will lay the ground work for additional liquor licenses that will be helpful in attracting additional independent restaurants to the District. It will also help by creating more successful retail and attracting customers to our historic downtown.

As you know, the COVID pandemic has been hard on all our existing businesses and has hindered the growth of new businesses. I feel it is important for us as a Council to do whatever we can to create an atmosphere for our business community to thrive. This is just another step in showing that support.

I urge you to support the passage of this Ordinance to create a Revitalization District.

Thank you in advance for your continued support of our community.

Sincerely,

Chip Dutcher
Mayor

Revitalization District Application

To:
Charles Dutcher
The Village of Johnstown Mayor's Office
599 S Main Street
Johnstown, OH 43031
July 23, 2021

Dear Mayor Charles Dutcher,

This serves as my official application for creation of a Revitalization District in downtown Johnstown, OH.

The uses proposed for the Revitalization District are already permitted uses within the proposed district area.

Please see the included documentation to help support this application.

Thank you for your time and consideration.

Best Regards,

Denise Blankemeyer
39 S Main Street
Johnstown, OH 43031

Revitalization District Statement

The proposed Revitalization District will be part of the municipality's Central Business district. The district is in the downtown area of the village and has traditionally been a commercial district with retail, restaurants, and other small businesses as well as some residences located above the businesses. The additional permits brought to the Village by the revitalization district would allow for more independent restaurants and would help create a successful downtown.

Future Businesses

1. The Old Horseshoe – sports bar and grill reopening under new management in Autumn/September 2021
2. Lily and Moore expansion – a small independent owned shop that sells clothes and home décor, expanding into the shop front next door, looking to feature wine tastings and sell goods from other local artists and makers, opening Fall 2021
3. Ghostwriter event space – an extension of Ghostwriter Public House, the space will be a 25-30 person event space that can be rented for small parties, business meetings, etc., Opening August/September 2021

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-28

A RESOLUTION TO APPROVE AN UPDATE TO THE EMPLOYEE HANDBOOK

WHEREAS, Johnstown Village Council has the authority to adopt personnel rules and regulations concerning personnel matters, including but not limited to: probationary periods, vacation and sick leave regulations, compensation, health insurance, professional conduct, performance evaluations, work schedules, and other personnel matters; and

WHEREAS, the Village Council has determined that it is desirable and in the public interest to adopt an amended employee handbook to address employment and personnel matters to apply to Village employees.

NOW THEREFORE BE IT RESOLVED by the Council of the Village of Johnstown, Licking County, Ohio as follows:

Section One: Johnstown Village Council hereby adopts the Johnstown Employee Handbook, dated July 8, 2021, a copy of which is attached hereto and incorporated by reference herein.

Section Two: The attached Johnstown Employee Handbook shall supersede the Employee Handbook that was adopted in 2013.

Section Three: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter of the VILLAGE OF JOHNSTOWN.

Date of Introduction: July 20, 2021 TABLED

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-29

A RESOLUTION TO ADOPT A POLICE DEPARTMENT AGREEMENT MANUAL

WHEREAS, Johnstown Village Council has the authority to adopt personnel rules and regulations concerning personnel matters specific to a certain department, and

WHEREAS, the Village Council has determined that it is desirable and in the public interest to adopt an employee agreement specific to the Police Department to address employment and personnel matters to Village Police employees, and

WHEREAS, where the Johnstown Police Department Agreement Manual conflicts with the Johnstown Employee Handbook, the Agreement Manual will prevail for JPD employees.

NOW THEREFORE BE IT RESOLVED by the Council of the Village of Johnstown, Licking County, Ohio as follows:

Section One: Johnstown Village Council hereby adopts the Johnstown Police Department Employee Agreement, dated July 15, 2021, a copy of which is attached hereto and incorporated by reference herein.

Section Two: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter of the VILLAGE OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: July 20, 2021 TABLED

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



ORDINANCE 30-2021

**AN ORDINANCE AMENDING ORDINANCE 34-20,
THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE
NECESSARY CHANGES OF APPROPRIATIONS**

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown desires to increase its appropriation for Contractual Services to help pay the costs of legal fees; and

WHEREAS, the net effect on the finances of the Village of Johnstown will be increased appropriations of **\$16,000.00**; and

WHEREAS, the General Fund balance is sufficient to cover this appropriation.

Section One. That the appropriations for the General Fund that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Legislative Activities - Contractual Services	\$	16,000.00
Net effect on General Fund	(decrease)	\$ 16,000.00

Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction: July 20th, 2021
Public Hearing/Vote: August 3rd, 2021
Effective Date:

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-30

A RESOLUTION AUTHORIZING THE MANAGER OF THE VILLAGE OF JOHNSTOWN TO ACCEPT THE DONATION OF REAL PROPERTY

WHEREAS, the Village of Johnstown currently has access and easement to an existing Village owned lift station on Real Property located at 920 W. Coshocton Street, Johnstown, Ohio; and

WHEREAS, on April 27, 2021 the Planning and Zoning Commission unanimously approved a lot split application by Johnstown Kyber Run LLC to split off the bottom corner of a vacant parcel that holds the Village's lift station; and

WHEREAS, Johnstown Kyber Run, LLC is making a real property donation of 0.064 acres to the Village of Johnstown as shown in Exhibit A; and

WHEREAS, the Village Manager is empowered by Section 5.04 (j) of the Charter of the Village of Johnstown to execute on behalf of the Municipality all contracts, leases, deeds, easements, conveyances and agreements.

NOW THEREFORE, be it resolved by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

SECTION 1. The Village Manager or designee is directed to take title to, sign for and accept a deed for the following described real estate:

**Licking County Parcel Number 053-173442-00.078
Located at 920 W. Coshocton Street Johnstown, Ohio**

SECTION 2. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

By: _____

Chip Dutcher, Mayor

Date of Introduction/Public Hearing/Vote: August 3, 2021

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

LEGAL DESCRIPTION:

(Of record in Instrument Number 202106010016317, Recorder's Office, Licking County, Ohio)

(Parcel 1)

Situated in the State of Ohio, County of Licking, Village of Johnstown, and being part of Lot 69 of Countryview Estates Replat, as shown for record in Instrument Number 200809260021459 (all references used in this description refer to the records of the Recorder's Office, Licking County, Ohio), as conveyed to Johnstown Kyber Run LLC, of record in Instrument Number 201406270011788, said 0.962 acre tract being more particularly described as follows:

Beginning at an iron pipe set at the northwesterly corner of said Lot 69, also being an interior corner of Lot 63 of said Countryview Estates Replat;

Thence with northerly and easterly lines of said Lot 69, also with southerly and westerly lines of said Lot 63, the following five courses:

- 1) North 59°12'49" East, a distance of 198.88 feet to an iron pipe set;
- 2) Along the arc of a curve to the right having a radius of 10.00 feet, a central angle of 72°57'14", an arc length of 12.73 feet, and the chord of which bears South 84°19'03" East, a chord distance of 11.89 feet to an iron pipe set;
- 3) Along the arc of a curve to the right having a radius of 274.00 feet, a central angle of 17°03'41", an arc length of 81.59 feet, and the chord of which bears South 39°19'03" East, a chord distance of 81.29 feet to an iron pipe set;
- 4) South 30°47'11" East, a distance of 69.51 feet to an iron pipe set;
- 5) Along the arc of a curve to the right having a radius of 59.00 feet, a central angle of 50°47'11", an arc length of 58.38 feet, and the chord of which bears South 2°25'07" East, a chord distance of 56.03 feet to a drill hole set at the southeasterly corner of said Lot 69, also being a southeasterly corner of said Lot 63, also being in the northerly Right of Way line of West Coshocton Street (U.S. Route 62, R/W width varies);

Thence with the southerly line of said Lot 69, also with the northerly Right of Way line of said U.S. Route 62, South 59°12'49" West, a distance of 143.41 feet to an iron pipe set;

Thence with a new division line, across and through said Lot 69, the following two courses:

- 1) North 30°47'11" West, a distance of 55.00 feet to an iron pipe set;
- 2) South 59°12'49" West, a distance of 50.47 feet to an iron pipe set in the westerly line of said Lot 69, also being an easterly line of said Lot 63;

Thence with the westerly line of said Lot 69, also with an easterly line of said Lot 63, North 30°47'11" West, a distance of 151.27 feet to the point of beginning, and containing 0.962 acre of land, more or less.

Subject to all easements, restrictions, and rights of way of previous record or otherwise legally established.

Basis of Bearings: The centerline of U.S. Route 62 was assigned a bearing of South 59°12'49" West, as shown for record in Instrument Number 200809260021459, Recorder's Office, Licking County, Ohio.

All iron pipes set are 3/4 inch inside diameter by 30 inches in length with an orange plastic cap marked "Geo-Graphics".

The above description was written by Kevin Beechy, Ohio Professional Surveyor No. 7891 of Geo Graphics, Inc., and is based on an actual survey of the premises performed in March 2021.

(Parcel 2)

Situated in the State of Ohio, County of Licking, Village of Johnstown, and being part of Lot 69 of Countryview Estates Replat, as shown for record in Instrument Number 200809260021459 (all references used in this description refer to the records of the Recorder's Office, Licking County, Ohio), as conveyed to Johnstown Kyber Run LLC, of record in Instrument Number 201406270011788, said 0.064 acre tract being more particularly described as follows:

Beginning at an iron pipe set at the southwesterly corner of said Lot 69, also being a southeasterly corner of Lot 63 of said Countryview Estates Replat, also being in the northerly Right of Way line of West Coshocton Street (U.S. Route 62, R/W width varies);

Thence with the westerly line of said Lot 69, also with an easterly line of said Lot 63, North 30°47'11" West, a distance of 55.00 feet to an iron pipe set;

Thence with a new division line, across and through said Lot 69, the following two courses:

- 1) North 59°12'49" East, a distance of 50.47 feet to an iron pipe set;
- 2) South 30°47'11" East, a distance of 55.00 feet to an iron pipe set in the southerly line of said Lot 69, also being in the northerly Right of Way line of said U.S. Route 62;

Thence with the southerly line of said Lot 69, also with the northerly Right of Way line of said U.S. Route 62, South 59°12'49" West, a distance of 50.47 feet to the point of beginning, and containing 0.064 acre of land, more or less.

Subject to all easements, restrictions, and rights of way of previous record or otherwise legally established.

Basis of Bearings: The centerline of U.S. Route 62 was assigned a bearing of South 59°12'49" West, as shown for record in Instrument Number 200809260021459, Recorder's Office, Licking County, Ohio.

All iron pipes set are 3/4 inch inside diameter by 30 inches in length with an orange plastic cap marked "Geo-Graphics".

The above description was written by Kevin Beechy, Ohio Professional Surveyor No. 7891 of Geo Graphics, Inc., and is based on an actual survey of the premises performed in March 2021.

SURVEY NOTES:

Basis of Bearings: The centerline of U.S. Route 62 was assigned a bearing of South 59°12'49" West, as shown for record in Instrument Number 200809260021459, Licking County Recorder's Office.

All linear dimensions shown are in feet and decimal parts thereof.

References to record plats and deeds are as shown on the drawing.

All iron pipes set are 3/4 inch inside diameter by 30 inches in length with an orange plastic cap marked "Geo Graphics".

Benchmark: A chiseled square on the north corner of a concrete light pole base located approximately 22 feet northwest of the northeast corner of the site was assigned an elevation of 1097.94 (NAVD 88 Datum), as determined by GPS observations using the Ohio Department of Transportation CORS Network of Licking County Geodetic Control Survey Benchmarks 420 "Monroe Twp. 3", 570 "Monroe Twp. 5" and 580 "Monroe Twp. 6".

Add 1000.00 to all elevations shown.

According to the Federal Emergency Management Agency's Flood Insurance Rate Map Number 39089 C 0139 H, (effective date: May 2, 2007), the property surveyed and shown hereon lies partly within the following zones:

- Zone "X" (areas determined to be outside of the 0.2% annual chance floodplain), and
- Zone "A" (areas subject to inundation by the 1% annual chance flood, no base flood elevations determined).

A Base Flood Elevation of 1084.5 has been determined for this tract as listed in Letter of Map Amendment Case No. 20-05-4175A. The lowest elevation on the subject 0.962 acre tract is 1086.7.

Per FEMA Letter of Map Amendment Case No. 21-05-3394A, the entire 0.962 acre tract (Parcel # 053-173442-00.080) has been removed from the Special Flood Hazard Area (Zone "A"), and is now located entirely in Flood Zone "X".

Current Village of Johnstown Zoning Classification: GCC2 (General Community Commercial District).

Minimum Lot Size: None
Minimum Lot Width: 40 feet
Front Setback: 15 feet from Right of Way
Front Parking Setback: 25 feet
Rear Setback: 15 feet (one side)
Side Setback: 35 feet (total of two sides)

Maximum Lot Coverage: 90%
Maximum Building Height: 40 feet

The utilities and services shown on this drawing were located based upon observable field evidence and utility records supplied by the client. Underground lines were NOT physically located.

Trees, shrubs, irrigation lines, and any other landscape improvements were NOT located.

Field Location of Underground Utilities
1-800-362-2764

OUPS Reference Number(s): B105700092 & B105700093.

TITLE COMMITMENT NOTES:

The surveyor was provided a Commitment for Title Insurance issued by Stewart Title Guaranty Company (Commitment Number 203058NS, Commitment Date December 2, 2020). The following exceptions appear in Schedule B, Part II of this Commitment and are addressed as follows:

9. Pipeline Easement recorded on June 6, 1905 as Volume 16, Page 407 of Licking County Records. Could not locate with the information provided, may affect the subject 0.962 acre & 0.064 acre tracts.

10. Pipeline Easement recorded on January 6, 1913 as Volume 6, Page 491 of Licking County Records. Could not locate with the information provided, may affect the subject 0.962 acre & 0.064 acre tracts.

11. Easement for Highway Purposes recorded on June 28, 1941 as Volume 3, Page 405 of Licking County Records. Highway Easement lies within the current Right of Way of US 62.

12. Easement for Highway Purposes recorded on May 25, 1983 as Deed Book 834, Page 586 of Licking County Records. Highway Easement lies within the current Right of Way of US 62. Channel Easement is shown on the survey drawing.

13. Easement and Right of Way to Columbus Southern Power Co., recorded on February 21, 2007 as Instrument No. 200702210004405 of Licking County Records. Does not lie within the bounds of the subject 0.962 acre & 0.064 acre tracts.

14. Plat recorded in Instrument No. 200809260021459 of Licking County Records shows the following: a) Maintenance Easement, b) Channel Easement. Note: For further conditions, see plat. Channel Easement (Exception No. 12) is shown on the survey drawing. Maintenance and Utility Easements are shown on the survey drawing.

15. Easement Reserved in Quit Claim Deed recorded on October 2, 2008 as Instrument No. 200810020021938 of Licking County Records. Adjacent property to the west has the right to connect to the existing Sanitary Lift Station located on the subject 0.064 acre tract.

16. Reciprocal Easement recorded on October 2, 2008 as Instrument No. 200810020021940 of Licking County Records. Note: The Easement described above was amended by instrument recorded December 1, 2009 as Instrument No. 200912010025861 of Licking County Records. Note: The Easement described above was amended by instrument recorded December 17, 2010 as Instrument No. 201012170026059 of Licking County Records and re-recorded as Instrument No. 201202160003364 of Licking County Records. Access Easement over access roads on entire shopping center. Access Easement not specifically described.

17. Easement to Columbia Gas of Ohio, Inc., recorded on March 18, 2009 as Instrument No. 200903180005323 of Licking County Records. Shown on the survey drawing.

18. Easement and Right of Way to Columbus Southern Power Company, recorded on April 24, 2009 as Instrument No. 200904240008524 of Licking County Records. Shown on the survey drawing.

19. Environmental Covenant recorded on June 19, 2009 as Instrument No. 200906190013429 of Licking County Records. Not a survey matter, does affect the subject 0.962 acre & 0.064 acre tracts.

20. Declaration of Restrictions recorded on June 19, 2009 as Instrument No. 200906190013430 of Licking County Records. Note: Re-recorded as Instrument No. 200907140015492. Not a survey matter, does affect the subject 0.962 acre & 0.064 acre tracts.

21. Easement to Columbia Gas of Ohio, Inc., recorded on October 23, 2009 as Instrument No. 200910230023177 of Licking County Records. Shown on the survey drawing.

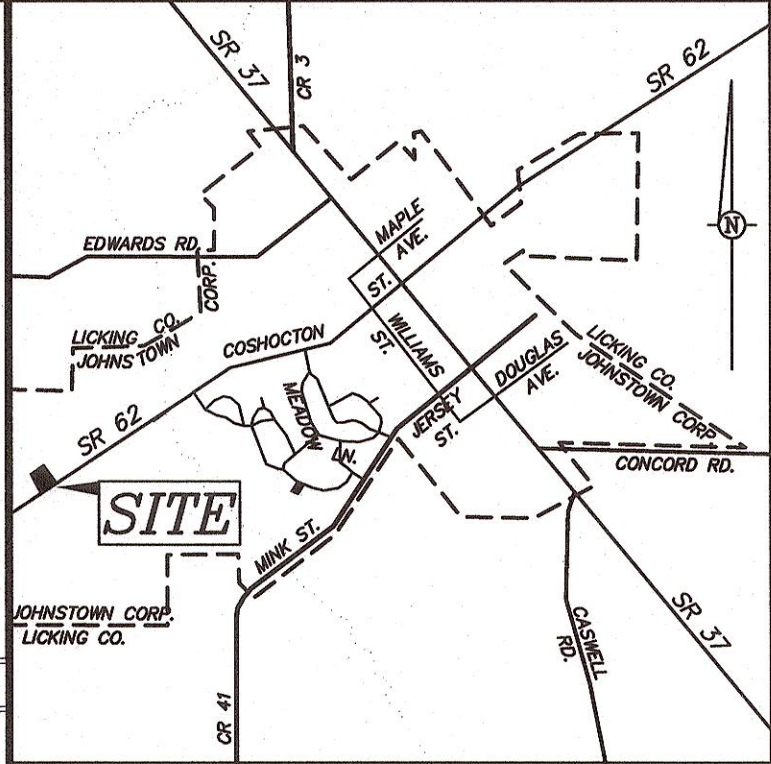
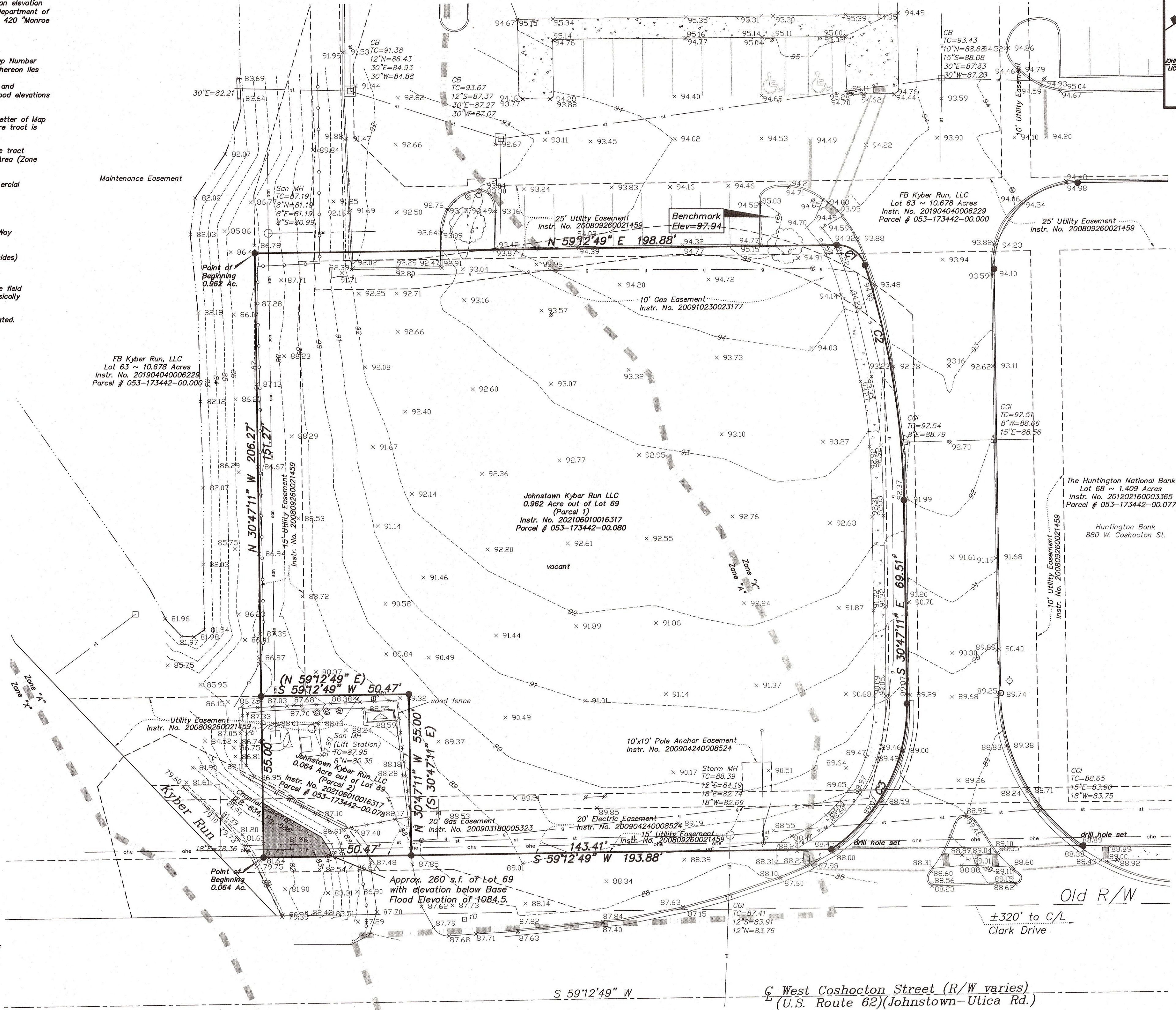
22. Easement and Right of Way to Licking Rural Electrification, recorded on March 2, 2010 as Instrument No. 201003020003904 of Licking County Records. Does not lie within the bounds of the subject 0.962 acre & 0.064 acre tracts.

23. Easement to Time Warner Cable recorded on February 8, 2012 as Instrument No. 201202080002712 of Licking County Records. Does not lie within the bounds of the subject 0.962 acre & 0.064 acre tracts.

ALTA/NSPS LAND TITLE SURVEY FOR
C & L JOHNSTOWN ENTERPRISES, LLC

SITUATED IN AND BEING PART OF LOT 69 OF
COUNTRYVIEW ESTATES REPLAT
INSTRUMENT NUMBER 200809260021459
VILLAGE OF JOHNSTOWN, LICKING COUNTY, OHIO

Curve	Radius	Delta	Length	Chord	Bearing
C1	10.00'	72°56'16"	12.73'	11.89'	S 84°19'03" E
C2	274.00'	17°03'41"	81.59'	81.29'	S 39°19'03" E
C3	59.00'	56°40'32"	58.38'	56.01'	S 2°26'55" E

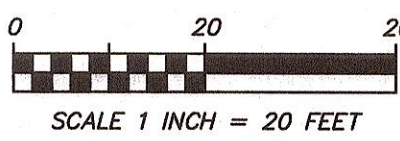


LOCATION MAP

No Scale

LEGEND

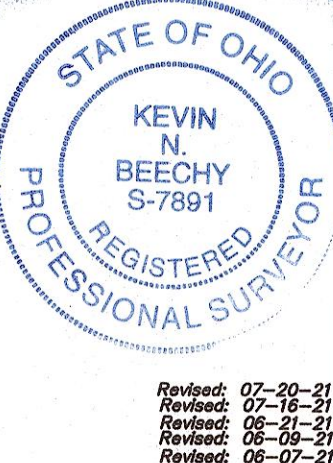
- Monument Box
- 3/4" Iron Pipe (Found/Set)
- PK Nail (Found/Set)
- Railroad Spike (Found/Set)
- Rebar (Found/Set)
- Yard Drain
- Curb & Gutter Inlet or Catch Basin
- Sewer Manhole or Grease Trap
- Sewer Cleanout
- Fire Hydrant
- Water Valve
- Gas Valve
- Gas Marker
- Gas Meter
- Yardlight
- Light Pole
- Utility Pole
- Flagpole
- Utility Pole Anchor
- Traffic Signal Pole
- Traffic Pull Box
- Traffic Control Pedestal
- Telephone Pedestal
- Cable TV Pedestal
- Electric Pedestal
- Pad-Mounted Transformer
- Sign Pole
- Bollard
- Monitoring Well
- Fuel Tank Lid
- Soil Boring
- Green Space Area
- Number of Parking Spaces
- Deciduous Tree
- Coniferous Tree
- Existing Spot Elevation
- Existing Ground Contour Line
- Overhead Electric Line
- Underground Electric Line
- Overhead Telephone Line
- Underground Telephone Line
- Storm Sewer Line
- Sanitary Sewer Line
- Water Line
- Gas Line
- Fence Line
- Guardrail
- Curb
- Flood Zone Limits
- Concrete



To C & L Johnstown Enterprises, LLC; Johnstown Kyber Run LLC;
Stewart Title Guaranty Company, and NorthStar Title Services, LLC;

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1-5, 6a, 7a, 8-9, 11a, 11b and 13-14 of Table A thereof. The field work was completed in March 2021.

Kevin Beechy 7/20/21
Ohio Professional Surveyor No. 7891 Date



Revised: 07-20-21
Revised: 07-20-21
Revised: 07-20-21
Revised: 07-20-21

Geo-Graphics, Inc.
Land Surveying & Civil Engineering
3331 Livingston Avenue
Columbus, Ohio 43227
Phone: 614-231-2016 Fax: 614-231-2018

**ALTA/NSPS LAND TITLE SURVEY FOR
C & L JOHNSTOWN ENTERPRISES, LLC
0.962 ACRE & 0.064 ACRE TRACTS
US 62 ~ VILLAGE OF JOHNSTOWN
LICKING COUNTY, OHIO**

SCALE 1"=20'	DRAWN KB	CHECKED GWS	DATE 06-04-21	SHEET 1 OF 1
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AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Resolution 2021-30 Accepting the donation of real property; Kyber Run Lift Station parcel

PREPARER(S)

Teresa Monroe, Clerk of Council

RECOMMENDED ACTION

Approve the Village Manager to receive title and deed to a parcel of land that holds a village owned lift station

HISTORY

Johnstown Kyber Run LLC owns parcels in front of the Kroger store and next to Huntington National Bank. On April 27, 2021 the Planning and Zoning Commission approved a lot split application by Kyber Run LLC to split off the lower .064 acre parcel to take the larger parcel out of a flood plain; the parcels are vacant other than a village owned lift station on the lower corner parcel near US 62. Kyber Run LLC has offered to donate the .064 acre parcel containing the lift station to the village.

SUMMARY

Authority: The Village Manager is empowered by Section 5.04 (j) of the Charter of the Village of Johnstown to execute on behalf of the Municipality all contracts, leases, deeds, easements, conveyances and agreements.

Urgency: None

Relation to Other Actions:

FISCAL IMPACT

None

ADDITIONAL MATERIAL

ATTACHMENTS

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-31

A RESOLUTION ADOPTING RULES FOR THE JOHNSTOWN DOG PARK

WHEREAS, the Village of Johnstown has planned and scheduled the construction of a dog park at the Trailhead Park; and

WHEREAS, the dog park will have rules for visitors and their pets to follow while using the amenity to create a safe environment for all; and

WHEREAS, Johnstown is looking forward to welcoming residents and their pets to the dog park for recreation and socializing; and

WHEREAS, the Village of Johnstown would like to thank the Licking Parks District for their assistance in creating these rules and in the development of the dog park.

NOW THEREFORE, be it resolved by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

SECTION 1. The rules of the Johnstown Dog Park are as follows:

- Dogs must be four (4) months of age or older.
- Limit of three (3) dogs per handler.
- Handlers must be sixteen (16) years of age or older.
- No children under eight (8) years of age.
- Dogs must be leashed when entering fenced in area.
- Dogs must be licensed and vaccinated.
- No food/treats (dog or human) allowed.
- No smoking in or around dog park.
- Collect waste immediately; only use compostable waste bags.
- Only one gate should be open at a time in double gated entry.
- Excessive barking not allowed.
- Owner is responsible for injuries or damage caused by their dog.
- All bites must be reported to Licking County Health Department.
- Never leave dogs unattended or out of your sight.
- No chain, choke, or prong collars.
- Only small dog toys permitted.

SECTION 2. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to

the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: August 3, 2021

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

DRAFT

AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Resolution 2021-31 Adopting Dog Park Rules

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The Village of Johnstown will be constructing a dog park for the future enjoyment of residents and their dogs. The dog park needs rules for visitors and their pets to follow to create a safe environment for all. The dog park rules proposed in this ordinance have been provided by Licking Parks District and are in use at their dog parks.

SUMMARY

Authority:

Urgency: None

Relation to Other Actions: None

FISCAL IMPACT

None

ADDITIONAL MATERIAL

None

ATTACHMENTS

None

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-32

A RESOLUTION COMMITTING FUNDS TO THE DUNCAN PLAINS ROAD IMPROVEMENT PROJECT

Whereas, the Village has invested significant funds for the development of the Johnstown Enterprise Center business and manufacturing park; and

Whereas, Johnstown is currently seeking tenants for the Johnstown Enterprise Center; and

Whereas, it has been determined that the roadway width and berms are in need of widening for the safe movement of vehicles including commercial trucks; and

Whereas, The State of Ohio Controlling Board will vote to approve \$200,000.00 for the project at their August 2, 2021; and

Whereas, the State of Ohio Department of Transportation has pledged \$100,000.00 towards the project; and

Whereas, the Licking County Engineer has pledged \$50,000.00 towards the project and will serve as the project manager; and

NOW THEREFORE BE IT RESOLVED by the Council of the Village of Johnstown, Licking County, Ohio as follows:

Section One: The Johnstown Village Council authorizes the expenditure of \$50,000.00 for the project.

Section Two: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter of the VILLAGE OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: August 3, 2021

By: _____

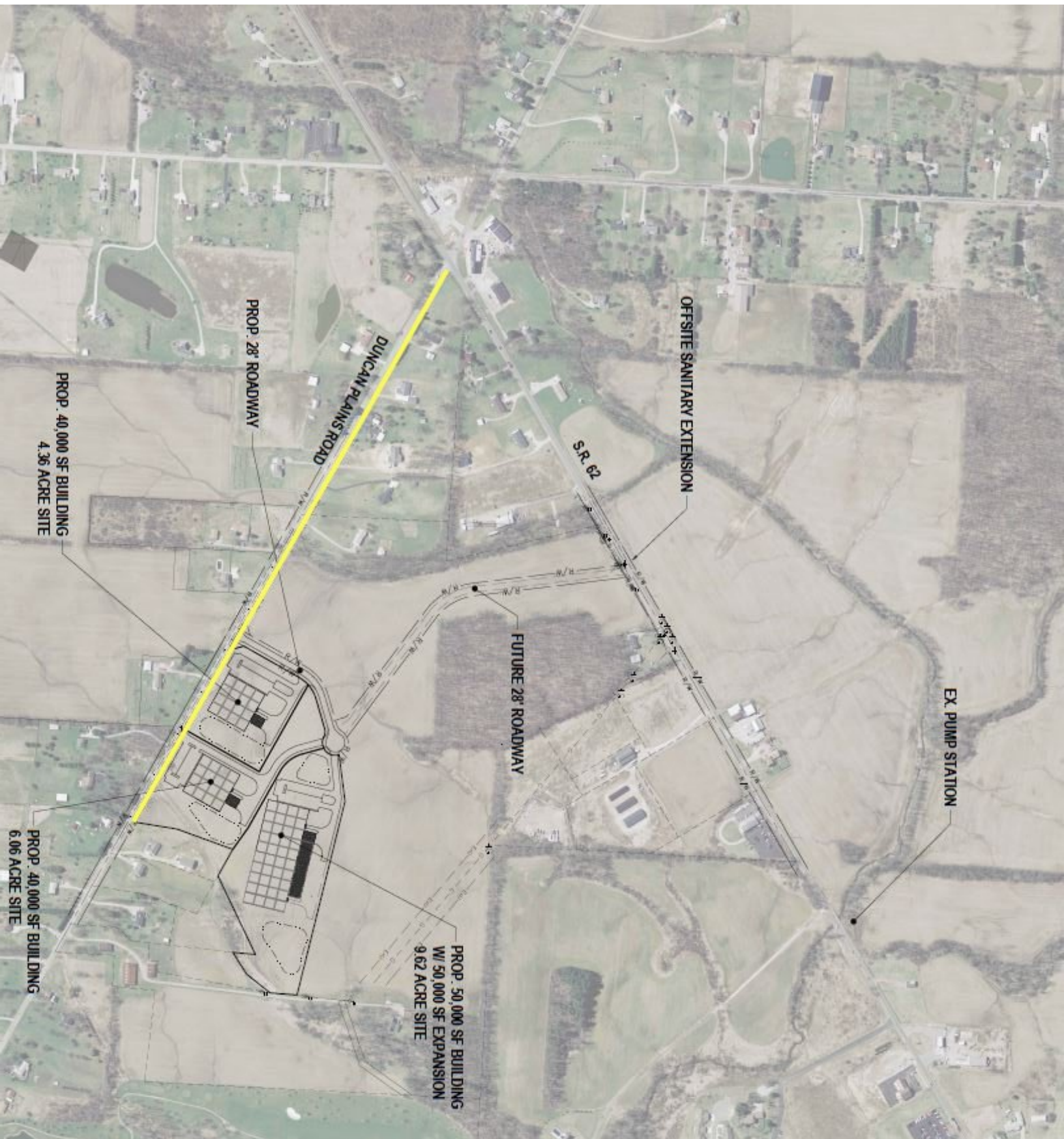
Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director





JOB NUMBER:
HNP014

EXHIBIT A

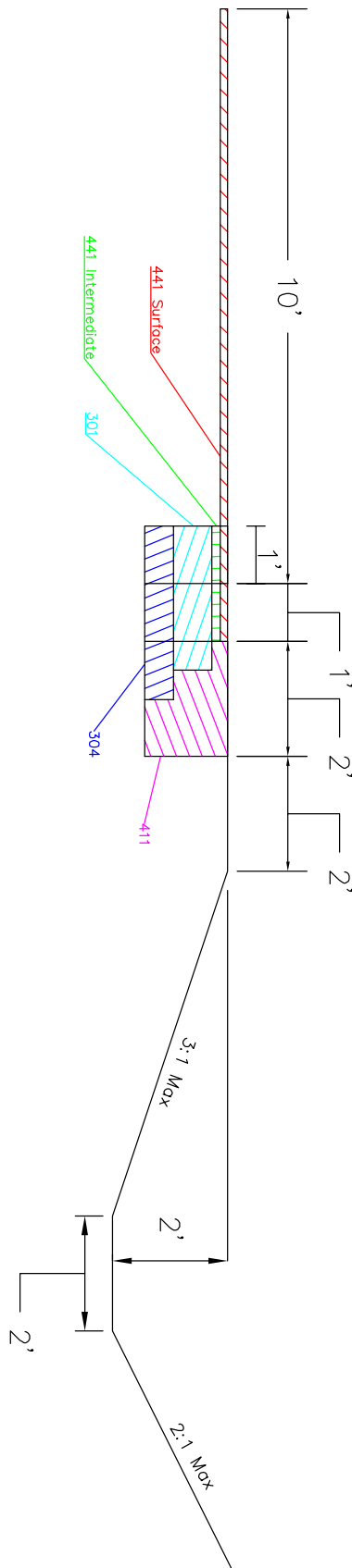
**JOHNSTOWN INDUSTRIAL
OFFICE PARK
SITE LAYOUT PLAN**

**Jobes
Henderson**
A HULL COMPANY

59 Grant Street
Newark, Ohio 43055
PH: (740) 344-5451
www.jobeshenderson.com

NO.	PLAN ISSUE/REVISION	DATE	DRAWN DMW
			CHECKED AES
			DATE 07/20/2018

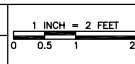




LICKING COUNTY
 ENGINEER'S OFFICE

DUNCAN PLAINS ROAD IMPROVEMENT SKETCH (HALF SECTION)
 SOUTH OF INTERSECTION OF US62, MONROE TWP/JOHNSTOWN, LICKING COUNTY, OHIO

CALCULATED
 JNK
 CHECKED
 ?



AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Resolution 2021-32 committing funds towards the widening of Duncan Plains Road

PREPARER(S)

Jim Lenner, Village Manager

RECOMMENDED ACTION

Approve

HISTORY

Project River is currently in their due diligence phase of purchasing 44 acres in the Johnstown Enterprise Center. As part of the conversations regarding the potential for our first occupant of the Enterprise Center, the point has been made that Duncan Plains Road is not wide enough to support the increase in traffic.

SUMMARY

Authority: Johnstown Village Charter section 5.04

Urgency: I'd ask that Council consider adoption at the August 3rd council meeting.

Relation to Other Actions: None

FISCAL IMPACT

A one-time payment of \$50,000.00 will be committed to the project. A fund must be identified for payment.

The State of Ohio Controlling Board will vote to approve \$200,000.00 for the project at their August 2, 2021 and the State of Ohio Department of Transportation has pledged \$100,000.00 towards the project and the Licking County Engineer has pledged \$50,000.00 towards the project and will serve as the project manager.

ADDITIONAL MATERIAL

None

ATTACHMENTS

Project location map and typical design



AN ORDINANCE AMENDING CHAPTER 1195 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES

WHEREAS, Chapter 1195 of the Village of Johnstown Codified Ordinances (the “Codified Ordinances”) governs General Requirements in the Village of Johnstown; and

WHEREAS, Section 1195.05 of the Village of Johnstown Codified Ordinances (the “Codified Ordinances”) governs Garbage, junk, litter and rubbish in the Village of Johnstown; and

WHEREAS, By a 5-0 vote at the July 27, 2021 meeting, the Planning & Zoning Commission voted in favor of forwarding this Ordinance for Council consideration; and

WHEREAS, the Council of the Village of Johnstown desires to amend Codified Ordinance Section 1195.05 to govern trash and recycle containers.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 1195.05 is amended; deletions are ~~struck~~; additions are *italicized*

1195.05 GARBAGE, JUNK, LITTER AND RUBBISH.

(a) Accumulation of Garbage, Junk, Litter and Rubbish. All exterior property and premises, and the interior of every building, dwelling and structure, shall be kept free from any accumulation of rubbish or garbage.

(b) Disposal of Garbage, Junk, Litter and Rubbish. Every owner of a building, dwelling or structure shall dispose of all garbage, junk, litter and rubbish in a clean and sanitary manner by placing such materials in approved containers, and shall require all occupants of said building, dwelling or structure to do the same. Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage containers.

(c) Disposal Facilities. The owner of every occupied building, dwelling, structure or premises shall supply approved, covered containers for the disposal of garbage, junk, litter and rubbish, and the owner of the premises shall be responsible for the removal of the same.

(d) Garbage facilities. The owner of every dwelling shall supply at least one of the following: an approved mechanical food waste grinder in each dwelling unit; an approved incinerator unit in the structure available to the occupants in each dwelling unit; or an approved leak-proof, tightly-covered, outside garbage container.

(e) Containers. The owner of every business establishment shall provide, and at all times shall cause the business operator to utilize, approved, leak-proof containers provided with close-fitting covers for the storage of waste materials resulting from said business until removed from the premises for disposal.

(f) All residential containers must be removed from the Right of Way (ROW) the day following collection. Containers must be placed curbside no sooner than the day before the scheduled pickup day. Containers are not to be stored on public sidewalks, in the right-of-way, or in front yards. Failure to remove containers following pickup could lead to citations.

Section 3. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village Council and that meetings resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction: August 3, 2021

Public Hearing/Vote: August 17, 2021

Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Ordinance 32-2021, Amending Chapter 1195

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The proposed amendment to Chapter 1195 requires property owners to remove their trash cans from the front yard and public sidewalks by the day following trash pickup. It also requires that trash cans are not placed out for pickup until the day before. The amendment will make enforcement of trash cans easier for Village staff and increase road safety in the Village.

SUMMARY

Authority: Village charter, Chapter 4

Urgency: Low

Relation to Other Actions: None

FISCAL IMPACT

None

ADDITIONAL MATERIAL

None

ATTACHMENTS

None

VILLAGE OF JOHNSTOWN



ORDINANCE 33-2021

AN ORDINANCE AMENDING CHAPTERS 1133, 1137, 1181 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES

WHEREAS, Chapters 1133, 1137, and 1181 of the Village of Johnstown Codified Ordinances (the “Codified Ordinances”) governs the rules and procedures for Variances, Amendments, and Non-Conforming Uses in the Village of Johnstown; and

WHEREAS, Newspapers are not as popular with the public and there are no local newspapers of general circulation, making it hard to advertise public hearings and notify the public; and

WHEREAS, The proposed amendment to Chapters 1133, 1137, and 1181 will require the applicant to place yard signs on the property in question advertising the date and time of the hearing; and

WHEREAS, By a 5-0 vote at the July 27, 2021 meeting, the Planning & Zoning Commission voted in favor of forwarding this Ordinance for Council consideration; and

WHEREAS, the Council of the Village of Johnstown desires to amend Codified Ordinance Sections 1133.03, 1137.05, and 1181.09 to govern the procedures of notifying the public for public hearings for variances, amendments, and non-conforming uses.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 1133.03 is amended; deletions are ~~struck~~; additions are *italicized*

1133.03 PROCEDURE FOR APPROVAL.

- a) Before approving or denying the application before it, the Planning and Zoning Commission shall hold at least one public hearing on such application within forty-five days after the receipt of an application for a variance.
- b) Before holding a public hearing required in subsection (a) hereof, notice of such hearing shall be given in one or more newspapers of general circulation in the Village by two publications which shall be at least fourteen days before the date of such hearing and at least seven days before the date of such hearing, respectively. The notice to be published shall set forth the time and place of public hearing and the nature of proposed variance.
- c) Before holding the public hearing required in subsection (a) hereof, written notice of such hearing shall be mailed by the chairperson of the Planning and Zoning Commission, by certified mail to all owners of property identified in Section 1133.02(e). The notifications shall contain the same information as required of notices published in the newspaper as specified in subsection (b) hereof.

- d) Before holding the public hearing required in subsection (a) hereof, written notice of such hearing shall be posted in a conspicuous location at the Village offices. Such notice shall be posted at least fourteen days before the date of such hearing.
- e) *The applicant shall post one sign per public street frontage of the subject property within fifteen (15) feet of the curb indicating the subject, date, and time for the hearing. The sign(s) shall be posted at least ten (10) days prior to the hearing. The sign(s) should measure no less than three (3) feet by two (2) feet.*
- f) Within forty-five days after the public hearing required in subsection (a) hereof the Commission shall either approve, approve with supplementary conditions as specified in Section [1133.04](#) or disapprove the request for a variance. The Commission shall further make a finding that the reasons set forth in the application justify the granting of the variance that will make possible a reasonable use of the land, building or structure.
- g) The following factors shall be considered and weighed in the review and the public hearing of an application for variance.
 - 1. Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without a variance;
 - 2. Whether the variance is substantial;
 - 3. Whether the character of the neighborhood would be adversely affected or whether adjoining properties would suffer an adverse impact as a result of the variance;
 - 4. Whether the variance would adversely affect the delivery of governmental services (e.g., water, sewer, garbage);
 - 5. Whether the property owner purchased the property with knowledge of the zoning restriction;
 - 6. Whether the property owner's predicament feasibly can be obviated through some method other than a variance; and
 - 7. Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance.
 - 8. No single factor shall be considered a determinative factor, and the factors shall be weighed and balanced in determining whether a variance is warranted. The applicant shall bear the burden of proof that the criteria for a variance have been met and that application of the zoning requirement to the applicant's property would be inequitable.

Section 2. That Section 1137.05 is amended; deletions are ~~struck~~; additions are *italicized*

1137.05 REVIEW PROCEDURE.

- a) The Planning and Zoning Commission shall schedule at least one public hearing after the adoption of a resolution, transmittal of a resolution from Council or the filing of an application for zoning amendment. Such hearing shall be not less than twenty days from the date of receipt of such motion, transmittal of such resolution, or the filing of such application. At such public hearing the applicant shall:
 - 1. Have the affirmative duty of presenting such evidence as will prove by a preponderance of the evidence that such amendment should be adopted;

2. Provide a stenographer at applicant's expense who, shall record the proceedings of such public hearing, transcribe such recording into written form and provide the Commission with a copy thereof.
- b) Before holding the public hearing provided in subsection (a) hereof, notice of such hearing shall be given by the Commission by at least one publication in one or more newspapers in general circulation of the Village at least seven days before the date of such hearing. This notice shall set forth the time and place of the public hearing, the nature of the proposed amendment as stated on the application and a statement that within thirty days after the conclusion of such public hearing a recommendation will be made by the Commission to Council.
- c) Written notice of the proposed amendment may be mailed by the Commission, by certified mail return receipt requested at least ten days before the date of the public hearing by the Commission, to all owners of property within, contiguous to and directly across the street from such area affected by the proposed amendment. The notice shall contain the same information as required of notices published in newspapers as specified in subsection (b) hereof.
- d) *The applicant shall post one sign per public street frontage of the subject property indicating the date and time for the hearing. The sign(s) shall be posted at least ten (10) days prior to the hearing. The sign(s) should measure no less than three (3) feet by two (2) feet.*
- e) Within thirty days after the public hearing provided in subsection (a) hereof, the Commission shall recommend to Council that the amendment be granted as requested, or it may recommend a modification of the amendment requested, or it may recommend that the amendment not be granted. The Commission chairperson shall transmit such recommendation to Council.
- f) Upon receipt of the recommendation from the Commission, the Council Secretary shall schedule the amendment as an item of new business at a general Council meeting to be held within forty days but not less than twenty days from receipt of the recommendation.
- g) At least thirty days notice shall be given prior to Council hearing on the zoning amendment. Notice shall be given in the newspaper in accordance with subsection (b) hereof, and to all property owners in accordance with subsection (c) hereof.
- h) At the next regularly scheduled Council meeting after the public hearing required in subsection (f) hereof Council shall either adopt or deny the recommendation of the Commission or adopt some modification thereof.
- i) Such amendment adopted by Council shall become effective thirty days after the adoption.

Section 3. That Section 1181.09 is amended; deletions are ~~struck~~; additions are *italicized*

1181.09 NOTICE.

At least seven days notice shall be given prior to the public hearing and be published in one or more newspapers of general circulation in Johnstown. Property owners as listed under the application shall be notified at least seven days prior to the hearing by registered mail. Such notice shall include the date, place, time and nature of the nonconforming use applied for.

The applicant shall post one sign per public street frontage of the subject property indicating the date and time for the hearing. The sign(s) shall be posted at least ten (10) days prior to the hearing. The sign(s) should measure no less than three (3) feet by two (2) feet.

Section 3. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village Council and that meetings resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction: August 3, 2021
Public Hearing/Vote: August 17, 2021
Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director

PUBLIC NOTICE

A public hearing concerning this property for

Subject of Hearing (COA, Variance, etc)

will be held on

Date of Hearing

in the Johnstown Council Chambers at 6:30 pm.

Additional information is available at
johnstownohio.org.

AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Ordinance 33-2021, Amending Chapters 1133, 1137, 1181

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The proposed amendment to Chapter 1133, 1137, and 1181 requires applicants to post yard signs on their property alerting the public of hearings for variances, amendments, and non-conforming use applications. Newspapers are not as popular with the public and there are no local newspapers of general circulation, making it hard to advertise public hearings and notify the public. The Planning and Zoning Commission believe that yard signs will make it easier to notify residents of important public hearings in the Village. The proposed amendments require the yard signs to be a minimum of 3 feet by 2 feet. One sign per public street frontage is required to be posted 10 days before the public hearing.

SUMMARY

Authority: Village charter, Chapter 4

Urgency: Medium

Relation to Other Actions: Ordinance 35-2021 requires a yard sign for Design Review hearings

FISCAL IMPACT

None

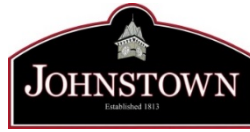
ADDITIONAL MATERIAL

None

ATTACHMENTS

A sign template has been created and attached.

VILLAGE OF JOHNSTOWN



ORDINANCE 35-2021

AN ORDINANCE AMENDING CHAPTER 1187 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES

WHEREAS, Chapter 1187 of the Village of Johnstown Codified Ordinances (the “Codified Ordinances”) governs the rules and procedures for Design Review Administration and Regulations

WHEREAS, Newspapers are not as popular with the public and there are no local newspapers of general circulation, making it hard to advertise public hearings and notify the public; and

WHEREAS, The proposed amendment to Chapter 1187 will require the applicant to place yard signs on the property in question advertising the date and time of the hearing; and

WHEREAS, the proposed amendment to Chapter 1187 will also update the meeting requirements for the Design Review Board, removing the weekly or bi-weekly requirement; and

WHEREAS, the Council of the Village of Johnstown desires to amend Codified Ordinance Chapter 1187 to govern the procedures of notifying the public for public hearings and the meeting requirements for the Design Review Board.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 1187.05 is amended; deletions are ~~struck~~; additions are *italicized*

1187.05 REVIEW AND APPROVAL AUTHORITY.

The Design Review Board is hereby established to carry out the duties and functions of TITLE NINE. The Design Review Board shall consist of five members. All five members shall be appointed by City Council, each being residents of the City. All members shall be appointed by Council for terms of four years. Initial term lengths shall be staggered so as to provide continuity of membership on the Board. Terms shall begin thirty (30) days after enactment of this legislation. Any member appointed to fill a vacancy occurring prior to the expiration of the term for which his/her predecessor was appointed shall hold office for the remainder of the term.

(a) Duties and Responsibilities. The Design Review Board shall review Certificate of Appropriateness and Design Plan applications in accordance with this section. The Design Review Board shall also perform any other duties outlined in this code. It shall also be the duty of the Design Review Board:

- (1) To protect property rights and values;
- (2) To enhance the built environment, make reports, hold public meetings/hearings and perform all other duties as may be prescribed by Licking County, the Ohio Revised Code (ORC) and this code;

- (3) To review development proposals as required by this code; and
- (4) To provide recommendations to the City Council on issues that the Council may refer to the Commission.

(b) Rules of Procedure. The following Rules of Procedure shall be followed:

(1) Quorum Requirement. A quorum of three (3) members, which may include one or more of the “standing alternates”, is required to render any decision. A majority of those voting shall prevail.

(2) Conduct of Meetings. To implement the purpose of the DRB, certain procedures shall be adopted to include, but not be limited to, a regularly scheduled ~~weekly or biweekly~~ meeting attended by members of the DRB. Written meeting reviews setting forth decision and findings shall be made. These records shall be preserved as part of the official proceedings for each development proposal. Lastly, the DRB shall generally follow “Robert’s Rules of Order” and may prepare and adopt supplemental procedural rules, subject to the approval of the City Council, that will ensure the accomplishment of the stated purpose and promote the efficiency and effectiveness of the design review process.

Section 2. That Section 1187.07 is amended; deletions are ~~struck~~; additions are *italicized*

1187.07 PROCEDURE FOR OBTAINING A CERTIFICATE OF APPROPRIATENESS OR DESIGN PLAN APPROVAL.

(a) Applications for the approval of the Certificate of Appropriateness or Design Plan:

- (1) Shall be filed with the City on forms provided by the City;
- (2) Shall include all required supplemental information, including such plans, drawings, specifications and other materials as may be needed by staff or the Design Review Board to make a determination;
- (3) Shall be submitted by the application deadline as established by the City;
- (4) Shall be signed by the applicant and owner attesting to the truth and exactness of all information supplied on the application.

(b) Design Plan Materials for Submission. The materials that may be required for submission as part of the Design Plan include but are not limited to:

- (1) A dimensioned site plan showing existing conditions including all structures, pavement, curb-cut locations, natural features such as tree masses and riparian corridors, and rights-of-way.
- (2) A dimensioned site plan showing the proposed site change including structures, pavement, revised curb-cut locations and landscaping.
- (3) Illustration of all existing building elevations to scale.
- (4) Illustrations of all proposed building elevations to scale.
- (5) Samples of proposed building materials.
- (6) Color samples for proposed roof, siding, etc.
- (7) Illustrations of all existing site signage including wall and ground.
- (8) Illustrations of proposed signage to scale.
- (9) A dimensioned site plan showing location of existing ground mounted signs.
- (10) A dimensioned site plan showing the proposed location of ground mounted signs.
- (11) Samples of proposed sign materials.
- (12) Color samples of proposed sign(s).
- (13) Proposed lighting plan for sign(s).

- (14) *The applicant shall post one sign per public street frontage of the subject property within fifteen (15) feet of the curb indicating the subject, date, and time for a public hearing. The sign(s) shall be posted at least ten (10) days prior to the scheduled hearing. The sign(s) should measure no less than three (3) feet by two (2) feet.*

(c) Staff, including the City Engineer and the City Planner, shall review the submitted materials for completeness and shall:

(1) If it is found to be complete, place the Certificate of Appropriateness or Design Plan application on the next appropriate Design Review Board agenda; or

(2) If it is found to be incomplete, reject the application and return, the application and fee to the applicant with an itemization of deficiencies.

(d) Any minor environmental change requires a Certificate of Appropriateness issued by the Village Manager.

(e) Any major or minor environmental change which requires a variance to the requirements of this chapter requires a Certificate of Appropriateness to be issued by the Planning and Zoning Commission.

(f) Design Plan Approval and Issuance of Certificate of Appropriateness. The Design Review Board shall after receipt of reports from the City Planner or City Engineer - determine whether the Certificate of Appropriateness or Design Plan shall be approved, conditionally approved, or disapproved. The application shall not be approved unless the Design Review Board finds that all of the applicable provisions in the Planning and Zoning Ordinance and the Design Review Districts and Standards have been satisfied and that the site plan meets the purpose and intent of this chapter, including the location and configuration of the building(s), landscaping, off-street parking, driveways and site amenities are visually harmonious within the site and its surroundings.

(1) If the Design Plan is disapproved, the reasons for a disapproving vote shall be stated by those members and it shall be captured in the minutes of the meeting.

(2) Design Plans must be approved, conditionally approved or disapproved within thirty (30) working days from the date of receipt. This thirty (30) day period may be extended by the mutual agreement of the Design Review Board and the applicant.

(3) Design Plan approval shall be for a period not to exceed eighteen (18) months from the approval date of the Design Plan.

(4) If no construction has begun within two (2) years after approval is granted, the approved Exterior Plan shall become null and void.

(5) Design Plans approved prior to the adoption of this section, in which work has not commenced, shall become null and void one (1) year after the adoption of this section.

Section 3. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village Council and that meetings resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction: August 3, 2021

Public Hearing/Vote: August 17, 2021

Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director

DRAFT

AGENDA REPORT

VILLAGE COUNCIL
AUGUST 3, 2021



AGENDA ITEM

Ordinance 35-2021, Amending Chapter 1187

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The proposed amendment to Chapter 1187 clarifies the meeting requirements of the Design Review Board and requires the applicant to place a yard sign on the subject property. The meeting requirements were stated as weekly or bi-weekly. Staff feels the new requirements should state regularly scheduled meetings, with the schedule being set at the beginning of the year, like other committees. The yard sign requirement comes in conjunction with Ordinance 33-2021. The Planning and Zoning Commission believe that yard signs will make it easier to notify residents of important public hearings in the Village. The proposed amendment requires the yard signs to be a minimum of 3 feet by 2 feet. One sign per public street frontage is required to be posted 10 days before the public hearing.

SUMMARY

Authority: Village charter, Chapter 4

Urgency: Medium

Relation to Other Actions: Ordinance 33-2021

FISCAL IMPACT

None

ADDITIONAL MATERIAL

None

ATTACHMENTS

None

VILLAGE OF JOHNSTOWN



ORDINANCE 36-2021

**AN ORDINANCE AMENDING ORDINANCE 34-20,
THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE
NECESSARY CHANGES OF APPROPRIATIONS**

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown desires to increase revenues and appropriations for various funds to pay the costs necessary services and supplies; and

WHEREAS, the Council of the Village of Johnstown desires to increase its revenues for funds received from the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021; and

WHEREAS, the net effect on the finances of the Village of Johnstown will be increased revenues of **\$417,010.45** and increased appropriations of **\$42,000.00**; and

WHEREAS, the General, Street Maintenance, and Capital Improvements Fund balances are sufficient to cover these appropriations.

Section One. That the appropriations for the General Fund that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Revenue for General Fund

Municipal Income Tax	(increase)	\$ 150,000.00
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Appropriations for General Fund 1000

Contractual Services (<i>Main St. tree trimming</i>)	(increase)	\$ 8,000.00
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Supplies & Materials (<i>Bigelow headstone</i>)	(increase)	\$ 4,000.00
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NET EFFECT on General Fund 1000	(increase)	\$ 138,000.00
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Appropriations for Street Maintenance Fund 2011

Personnel Costs	(increase)	\$ 30,000.00
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NET EFFECT on Street Maintenance Fund 2011		\$ 30,000.00
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Revenue for American Rescue Plan Fund 2910

Federal Grants	(increase)	\$ 267,010.45
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Revenue for Capital Improvements Fund 4901

Transfers In (30% of increased GF revenue)	(increase)	\$ 45,000.00
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Appropriations for Capital Improvements Fund 4901

Capital Outlay (trailhead parking lot)	(increase)	\$ 45,000.00
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NET EFFECT on Capital Improvements Fund 4901		\$ 0
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Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter for the VILLAGE OF JOHNSTOWN.

Date of Introduction: August 3rd, 2021

Public Hearing/Vote: August 17th, 2021

Effective Date:

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director