



Regular Council
Tuesday, November 16, 2021 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for November 16, 2021 at 6:31 PM.

2. Roll Call

Present - Mayor Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest
Absent - None

Staff present - Jim Lenner - Village Manager, Jack Liggett - Assistant Village Manager, Abe Haroon - Chief of Police, Dana Steffan - Finance Director, Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Ryan Green – Council elect arrived during, Teresa Monroe - Clerk of Council

Public present - Mary Queen Cool,

3. Invocation - Mayor Dutcher

4. Pledge of Allegiance

5. **Chief's Commendation;** Chief of Police Haroon presented both Sgt. Paul Hatfield and Officer Jeremy Pache with a Chief's Commendation to recognize their handling of a call from a distressed resident.

6. Action on Minutes

a. November 3, 2021

ACTION: Benjamin Lee moved to Approve as written; Cheryl Robertson seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 – 0

7. Citizen comments on matters not on the agenda

No comments from the public.

8. Council Committee reports

- a. **Planning & Zoning:** Met 11/9/21; Next 11/23/21 @ 6:30 pm Council Chambers
The Commission saw an application for a Certificate of Appropriateness at 539 E. Coshocton and Tech Rubber building expansion; the application was approved. Next they saw an application for Preliminary Plat at Concord Crossing East, after much discussion the application was denied. Reviewed legislation draft on tree preservation; ultimately recommended approval. Continued review of the zoning code draft.
- b. **Safety & Service:** Met 11/3/21 updated last time; Next 12/5/21 @ 5:00 pm Council Chambers
No new updates.
- c. **Finance:** 11/16/21; Next 12/14/21 @ 5:00 pm Council Chambers
Went through budget items, first reading of the budget ordinance on for tonight.
- d. **Economic Development:** Next 12/2/21 @ 10:00 am Admin conference room
No updates
- e. **Park & Rec:** Next 11/18/21 @ 10:00 am Admin conference room
No updates
- f. **Tree Commission:** Next 2/22/22 @ 5:00 pm Council Chamber
No updates

9. Director Reports

Bailey Klimchak reported that Kim Littleton who helped write the Design Standards will be coming in to do a training for the Design Review Board and any Planning and Zoning, Council, or staff members that would like to attend; December 1st at 5:00 pm

- a. Chief of Police
Chief Haroon reviewed his October report.
Mr. Lee congratulated Deputy Chief Smart for graduating from Northwestern University, School of Police Staff and Command.
Chief Haroon added that in March of next year, Sergeant Hatfield will attend the John Glenn College of Public Affairs at OSU three month training. Also, in discussions with Sergeant Cooperider about attending a school next year.
- b. Finance Director
Dana Steffan highlighted items in her report; noted that tax revenue collected through October represents almost ninety seven percent of what was budgeted for the year and there is still two months to collect. She anticipates that we will exceed budget by over \$300,000 this year which is good news.

10. Tabled Legislation

- a. **ORDINANCE 34-2021** AN ORDINANCE AMENDING CHAPTER 1183 OF THE VILLAGE

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

OF JOHNSTOWN CODIFIED ORDINANCES

ACTION: Benjamin Lee moved to take Ordinance 34-2021 off the table; Cheryl Robertson seconded and the vote was as follows:
AYES: Doug Lehner, Marvin Block, Ben Lee, Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Carol Van Deest
NOES: None
ABSTAIN: None

Passed 7 - 0

Legislation on tree preservation introduced previously and tabled. The Tree Commission has made a recommendation to change some of the wording to make it possible to have a City Landscape Architect review and sign off on landscape plans. Ms. Klimchak said we would pay for this the same way we pay for engineering review; charges passed along to the applicant.

Council edit to 1183.03 a) to remove "Good faith effort" and add that at Landscape Architect shall approve areas. No further council debate.

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

ACTION: Benjamin Lee moved to Approve with the editorial change to 1183.03 a; Marvin Block seconded and the vote was as follows:
AYES: Marvin Block, Ben Lee, Cheryl Robertson, Mayor Dutcher, Sharon Hendren, Carol Van Deest, Doug Lehner
NOES: None
ABSTAIN: None

Passed 7 - 0

11. Public Hearings of Legislation

- a. **ORDINANCE 46-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This is to reward all current employees \$1,000 for working and putting forth their best efforts to serve the public during the COVID-19 pandemic. Ms. Steffan said this will appropriate funds directly from the American Rescue Plan Act to the various funds that pay personnel costs. Mayor Dutcher said he is glad to be able to recognize the employees in this way.

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

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

Mr. Lee said this is well deserved. Mayor Dutcher said the employees have done a remarkable job during this time.

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

Passed 7 - 0

- b. **RESOLUTION 2021-49** A RESOLUTION TO APPOINT REPRESENTATIVES TO SERVE ON THE LICKING COUNTY TAX INCENTIVE REVIEW COUNCIL (TIRC) ON BEHALF OF THE CITY OF JOHNSTOWN

This reappoints Chip Dutcher and Dana Steffan to the Licking County Tax Incentive Review Council.

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

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

Passed 7 - 0

12. Introduction of Legislation

- a. **ORDINANCE 47-2021** AN ORDINANCE TO APPROVE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF JOHNSTOWN, LICKING COUNTY, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022

Introduction of Budget 2022.

Mr. Lee looped in Council on items discussed in Finance Committee.

There was decision to move forward with a value asset company which is a requirement for

moving from a village to a city; committee voted 3-0 in favor of going with HCA. Some discussion on differences between iWorQ and a value asset company; Ms. Steffan said she would ensure HCA receives anything helpful from the iWorQ database. Mr. Lee asked for a vote of full council:

ACTION: Marvin Block moved to go with HCA for our value asset company; Mr. Lee seconded and the vote was as follows;
AYES: Mayor Dutcher, Sharon Hendren, Carol Van Deest, Doug Lehner, Marvin Block, Ben Lee, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 7 - 0

Mr. Lee reviewed projects and items built into the budget; some on the table for discussion next year pending some quotes.

Added that Finance Committee voted 3-0 in favor of moving forward with the SSI accounting software upgrade, the quote they are working under is a \$135,000 one time fee broken out over three and a half years split between General fund, water and sewer; added that it has been fifteen years since we have upgraded accounting software. The only outstanding question is a \$10,000 piece on the annual fee side, to see if we can host locally on our servers or pay to host on the cloud space.

Finance discussed staffing; with respect to the police department dispatchers there is continued intent to move forward with having discussions with the 911 center to have them take over those calls, \$60,000 is built into the budget to account for cost; talked about maintaining one individual as requested. On the admin side, staffing would remain the same. Within Planning and Zoning, there has been discussion about moving the part-time position to full-time.

Mr. Block said he respects all the time put into the budget but has a problem with spending money on the software without bidding it. Said we still don't know how much the Sheriffs Department is going to charge us, if we keep one dispatcher, what will that individual do.

Chief Haroon said they would serve as an Administrative Assistant and fill the role for Mayor's Court Clerk, they would mirror admin hours for that person. Discussion on priority of new officers, Chief Haroon added that dissolving dispatch would free up funds to get an additional officer in quarter two with the possibility of another added in quarter four bringing the department to twelve officers. Mr. Block questioned the new equipment purchased for the dispatch office, Mayor Dutcher noted that with dispatchers leaving, there was no staff to run it. Chief Haroon said the equipment can be used in other areas within the division. Discussion on phased transition of moving Mayor's Court to the administrative side and protocols for after-hours public assistance with no twenty-four hour window at the PD.

Public Hearing and vote December 7, 2021

- b. **ORDINANCE 48-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

Introduction to increase the revenue and expense, net zero expense, the city has been receiving more money through RITA distributions therefore the fees have increased, Finance Director believes increasing the tax revenue by \$5,000 and the appropriation by \$5,000 will be more than enough to cover to the end of the year. Also need to increase the Enterprise Deposit Fund as mentioned in the director report; net zero effect.

Public Hearing and vote December 7, 2021

- c. **ORDINANCE 49-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

Bonding was approved for a police cruiser earlier in the year. Ms. Steffan said now that we are getting the cruiser, we can borrow the money from the bank to pay for the car; debt service will be paid over the next three years. This is the appropriation to receive the funds and pay the dealership.

Public Hearing and vote December 7, 2021

13. Other Business

1. Mr. Lee asked if there had been any feedback on the Western Licking County Accord question to New Albany; Mr. Lenner said no. Mr. Block said he still thinks we should withdraw, we have not gotten anything out of it.

2. Mr. Block asked Mr. Lenner if he had gotten the engineering study from Pulte Homes on the traffic light; Mr. Lenner said he had not and has not checked in with them in two months but he will make a point to see where it's at. Mr. Block said he thinks we will run into the same situation we have run into with other developers, will come to a point when it is not feasible to spend money on a red light; if they don't have an engineering study he thinks we should ask them to put a bond up for the cost and if they do not put the bond up then permits should cease. Mr. Lenner said he would get with Bailey and Jack tomorrow. Mr. Lee said a deadline should be set.

ACTION: Marvin Block moved that we cut their permits off November 30th if they haven't put up a performance bond for the cost of a red light or given us the engineering and put up a performance bond; Cheryl Robertson seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 - 0

3. Sharon Hendren said she drives from Concord Road to US 62 and said the traffic backs up, something is wrong; not during school, it is any time. Mr. Lenner discussed adjustments that have been made and that still need to be made; some further discussion on traffic.

4. Mayor Dutcher asked if Oregon Street was done, Mr. Liggett said no but the road is open, the paving is done, seed and straw is going down. The last thing to have done is adjustments to manholes.

5. Mr. Lenner said this was his last City Council meeting and he wanted to say thank you to Council and staff, it had been a great twelve years. Thanked his wife and children for their support as well. Ms. Robertson said they appreciate everything he has done for the village and was an enjoyment to work with over the years. Mr. Block said he would be missed.

6. Mr. Block asked if anyone had heard anything on Jersey Township (water and sewer). Mr. Lenner said Representative Fraizer emailed a couple weeks ago about convening a meeting with Johnstown, Jersey Township, Southwest Licking, Newark, Granville; he said he failed to respond because he believes that ship has sailed in terms of what we were able to do, we had borrowed three million dollars to do it and in his opinion were not treated very professionally. Mr. Lenner said he received another email that the meeting would be Thursday. Southwest Licking reached out to Mr. Lenner, they also did not know what the meeting was about. Mr. Lenner said he told Mr. Fraizer the City of Johnstown was not interested in serving the North side Mink Street corridor, that we tried and got the short end of the stick. Some further discussion on speculation.

7. Mayor Dutcher thanked Jim Lenner on behalf of all Council for all that he has done.

14. Executive Session to consider the employment of a public employee
Mayor Dutcher asked for a motion to go into Executive Session.

ACTION:	Benjamin Lee moved to enter into Executive Session to consider the employment of a public employee with members of Village Council, Jack and Dana; Cheryl Robertson seconded and the vote was as follows:
AYES:	Sharon Hendren, Carol Van Deest, Doug Lehner, Marvin Block, Ben Lee, Cheryl Robertson, Mayor Dutcher
NOES:	None
ABSTAIN:	None

Passed 7 - 0

Entered Executive Session at 8:00 pm
Returned to Regular Session at 9:00 pm

ACTION: Marvin Block moved to Approve Jack Liggett as Interim City Manager;

Cheryl Robertson seconded and all were in favor.
AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest
NOES: None
ABSTAIN: None

Passed 7 - 0

15. Adjourn

ACTION: Mr. Lee moved to Adjourn; Mayor Dutcher seconded and all were in favor.
AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest
NOES: None
ABSTAIN: None

Passed 7 - 0

Meeting adjourned at 9:05 pm