



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

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 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 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 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

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