



Regular Council Meeting
Tuesday, August 16, 2022 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Invocation - Mayor Dutcher
4. Pledge of Allegiance
5. Action on Minutes
 - a. August 3, 2022
 - b. August 8, 2022 Special meeting
6. Presentation; Miles Estate
7. Citizen comments on matters not on the agenda
8. Council Committee reports
 - a. **Planning & Zoning:** Met 8/9/22; Next 8/23/22 @ 6:30 pm Council Chambers
 - b. **Design Review Board:** 8/9/22 Cancelled; Next 9/13/22 @ 5:00 pm Council Chambers
 - c. **Safety & Service:** Next 9/20/22 @ 5:00 pm Council Chambers
 - d. **Finance:** 8/16/22; Next 9/6/22 @ 5:00 pm Council Chambers
 - e. **Economic Development:** Met 8/5/22; Next 9/2/22 @ 9:00 am Admin conference room
 - f. **Park & Rec:** 8/16/22; Next 9/20/22 @ 10:00 am Admin conference room
 - g. **Tree Commission:** Next 8/23/22 @ 5:00 pm Council Chambers
 - h. **Events Committee:** Next 8/18/22 at 5:00 pm Admin Conference Room
 - i. **School District Liaison:** Next TBD
9. Director Reports
 - a. Police
 - b. Finance
10. Tabled Legislation - None
11. Public Hearings of Legislation
 - a. **RESOLUTION 2022-30** A RESOLUTION TO APPROVE AN AMMENDMENT TO THE EMPLOYEE HANDBOOK
12. Introduction of Legislation - None
13. Other Business
14. Adjourn

Next Council Meeting September 6, 2022



Regular Council
Wednesday, August 3, 2022 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the City of Johnstown Regular Council Meeting for August 3, 2022 at 6:39 PM.

2. Roll Call

Present - Mayor Chip Dutcher, Doug Lehner, Marvin Block, Sharon Hendren, Ryan Green, Donald Barnard, Jon Merriman
Absent - None

Staff present - Jack Liggett - Interim City Manager, Sean Staneart - Assistant City Manager, Rusty Smart - Interim Chief of Police, Bailey Morlan - City Planner, Jim Blair - Zoning Inspector, Lora Cain - Utility Billing/Admin, Teresa Monroe - Clerk of Council

Public present - Leon Jordan, Sherri Veal, Mary Queen Cool, Joe Desrochers, Jana Desrochers, Dwayne Siekman, Pamela Siekman, Kent Mallett, Glenn Ronken, Bonnie and Jim Estep, Urvin Hartsock, Soo Hartsock, Lewie Main, Jamie Hartsough

3. Invocation - Mr. Barnard

4. Pledge of Allegiance

5. Action on Minutes

a. July 19, 2022

ACTION: Jon Merriman moved to approve; Doug Lehner seconded and the vote was as follows:

AYES: Don Barnard, Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 7 - 0

6. Citizen comments on matters not on the agenda

1. Lewie Main; 132 N. Main St.

- Asked about his previous request for reimbursement on his mower repair bill due to improper installation of meter pits; he has not heard anything from the city.
- Said the city did come lower the pit but he has not heard an answer on the reimbursement.

Jack Liggett said after Finance Committee review, there was a decision not to reimburse him for the mower repair. Mr. Main said someone should have let him know and he would like to have the invoice back so he can take other action.

2. Sherri Veal; 95 Stonehedge Row Dr.

- Regarding the proposed Coughlin apartment complex, asked if a traffic study would be done. Concerns for safety with one entrance and exit.

Councilman Block said this was discussed tonight in the Safety & Service Committee, they will be requesting that Coughlin have a traffic study and they think that may come back with a need for a second entrance/exit from the property.

7. Government Affairs Report to Council - Siekman & Siekman

Dwayne and Pamela Siekman were present to provide activity updates to council.

- They have gotten the two capital budget projects through to Representative Frazier, those will be ongoing for a two year cycle, if no activity happens within the two years, there is an opportunity to reauthorize the capital budget programs for the splash pad and the amphitheater.
- Submitted a community project funding request through Congressman Balderson's office, for the aquifer study, said the committee did not accept that, they are working with Senator Brown to see if that can be revisited in the Senate.
- Updated that they should hear back on the RAISE Grant application by August 12th according to Senator Portman's office
- They have provided the Governor's office updates on city activity; about beginning work with MKSK and planning efforts. They noted that the governor's office was very excited to hear about the Comprehensive Plan and would like to see this more throughout the region. They are willing to help market any of the city's enterprise zones or other areas for development. Mayor Dutcher said he understands there will be forty companies that are suppliers to Intel coming to the area and looking for where they can locate.
- They will work with city staff to identify priority projects through the county engineers' office for the upcoming Ohio Build Program, Federal dollars hailing to do with water and sewer.
- MORPC is accepting comments through August 15th on amendments made to their transportation plan. The city should prepare comments to be on the record about how it feels about their plan; they are happy to look at that with the city.
- The city will have two new representatives at the Statehouse, with Mark Frazier losing the primary yesterday. State Representative Claggett will be the new State Representative, Jay Hottinger retired from the Senate and Al Landis will likely be the Senate candidate. They think it would be a good idea to do a meet and greet meeting and have staff update them on all the city is doing so they can hit the ground running.
- Said the Governor's office really wants to look at transportation beyond the Intel area, even looking to the North and to the West, bringing Licking, Knox and Delaware Counties to the table to look at a comprehensive transportation plan for

the region.

The Siekmans answered questions from Council members on items in their update.

8. Council Committee reports

- a. **Planning & Zoning:** 7/26/22 cancelled; Next 8/9/22 @ 6:30 pm Council Chambers
- b. **Design Review Board:** Met 7/18/22 reported last time; Next 8/9/22 @ 5:00 pm Council Chambers
- c. **Safety & Service:** 8/3/22; Next 9/6/22 (swap Sept. date with Finance?) @ 5:00 pm Council Chambers

Discussion on school crossing safety and a concern brought by a resident; city to look into some crosswalk striping and adding a push button feature to the crossing signal. Discussion on the proposed apartments in Leafy Dell and the sidewalk requested by the city, as well as an additional curb cut. Committee was in favor of the sidewalk as well as two curb cuts, one on Leafy Dell Road and the existing one shown on Stonehedge. Additionally, the committee was in favor of asking Coughlin to do a traffic study.

Objection to the sidewalk was expressed by a Leafy Dell condo resident; discussion between resident and Council.

ACTION: Jon Merriman moved to approve the installation of the sidewalk by Coughlin and for the two curb cuts; Doug Lehner seconded and the vote was as follows:
AYES: Jon Merriman Doug Lehner, Sharon Hendren, Don Barnard
NOES: Ryan Green, Marvin Block, Mayor Dutcher,
ABSTAIN: None

Passed 4 - 3

Decision to swap the Finance and Safety & Service committees for the month of September. September Safety & Service committee meeting will be September 20.

- d. **Finance:** Met 7/19/22 reported last time; Next 8/16/22 @ 5:00 pm Council Chambers
- e. **Economic Development:** Next 8/5/22 @ 9:00 am Admin conference room
- f. **Park & Rec:** Met 7/19/22 reported last time; Next 8/16/22 @ 10:00 am Admin conference room
- g. **Tree Commission:** 7/26/22 cancelled; Next 8/23/22 @ 5:00 pm Council Chambers

h. **Events Committee:** Next 8/18/22

9. Director Reports

a. Service: Street, Water, Sewer

Jack Liggett reviewed department reports and answered questions of Council. Mr. Liggett said they have talked about trying to find out what the maximum withdrawal on the current aquifer is, so for the last month they have been putting together the plans, they have a quote from the well driller to put in a couple test wells, he would like approval from Council for a \$75,000 project to test the aquifer; \$30,000 of that would be to the hydrologist, and \$45,000 to the well drillers to drill the wells and pump them at the rate needed to test availability and recovery rate. Mr. Liggett said he believes there is money available from the bonded funds. There was some discussion on the capacity of the new plant, going from a one million gallon expansion to a two million gallon expansion. Mr. Liggett said this study would let us know what our current aquifer can supply safely and how soon we would need to find an additional well field; he will verify the money is in the bonded funds available for water projects.

b. Manager Reports

City Manager Jack Liggett said he needed Council to approve the posting for the Personnel Board of Review, this is a requirement when becoming a city. Sean Staneart added that there is a board in place currently made up of Council members until appointments are made. No objection of council on posting for interest.

Mr. Block inquired on the status of the Pulte Homes traffic light. Mr. Liggett said they are getting close to defining the number, between the engineers, on what the light is; will be contacting Brad Kitchen, plaza owner, to get his numbers and what he thinks the right of way is worth. Prime should be getting the city a number on what it will take to bring that section of road up to street code.

Assistant City Manager Sean Staneart provided and reviewed a written report for Council and answered questions on items within.

Planner Bailey Morlan provided an update on the LCATS study; they completed a traffic study at SR 37 and US 62 last year to see what could be done about traffic in the short term. They recommended pulling back some of the curbs and bagging the traffic light at Oregon to try and alleviate some problems when both signals are red. The Transportation Improvement District (TID) wants to do a study on the intersection at US 62 and SR 37 to determine the best long term improvement and have a traffic study to back it up before trying to get funding from the State. They would like Johnstown to do some of the short-term things before they begin the study.

Discussion on shift differential rates passed previously.

ACTION: Jon Merriman moved to change the \$1.25 shift differential to \$1.50 across the board for all shifts and weekends; Ryan Green seconded

and the vote was as follows:

AYES: Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren, Don Barnard, Jon Merriman
NOES: None
ABSTAIN: None

Passed 7 - 0

Some discussion during the report on upgrading finance software, Councilman Barnard is doing some research. Also discussion on the Finance Director and City Planner posted positions. Council members thanked Planner Bailey Morlan for her work with the city and wished her the best; Ms. Morlan thanked City Council for their support of her and her ideas, thanked city staff and will miss them.

Discussion on Weeping Willow and no parking signs being on different sides of the same road. Residents have asked if the signs will be moved or will be left the way it is. Council was in agreement that the signs would be left the way they are.

Discussion on Capital Budget funds received for Splash Pad and Amphitheatre and beginning steps with the partial funding received.

Sean Staneart said funding has been identified for either a light or round-a-bout on SR 37; the city portion would be twenty percent. ODOT should be reaching out this year, more discussion to happen this year.

Jon Merriman added that he has asked staff to begin incorporating a required traffic study for new neighborhoods, apartment or housing complexes or large businesses. Ryan Green said this can be discussed in Planning and Zoning.

Sean Staneart noted the public county meetings upcoming for electric and gas aggregation.

10. Tabled Legislation - None

11. Public Hearings of Legislation

- a. **RESOLUTION 2022-26** RESOLUTION REAPPOINTING A MEMBER TO THE GREATER JOHNSTOWN PARK AND RECREATION DISTRICT BOARD OF TRUSTEES
This would reappoint Susan Suriano to a second term on the Greater Johnstown Park and Recreation District Board.

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

ACTION: Marvin Block moved to approve; Sharon Hendren seconded and the vote was as follows:
AYES: Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren, Donald Barnard, Jon Merriman, Ryan Green

NOES: None
ABSTAIN: None

Passed 7 – 0

- b. **RESOLUTION 2022-27** A RESOLUTION TO APPOINT A MEMBER TO THE JOHNSTOWN COMMUNITY IMPROVEMENT CORPORATION (CIC)
This would appoint Kristen Hurst to the vacant seat on the Johnstown Community Improvement Corporation (CIC). Councilman Block said he is the CIC Chairman, Kristen has an extensive background in finance and that is needed.

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

ACTION: Marvin Block moved to approve; Sharon Hendren seconded and the vote was as follows:
AYES: Mayor Dutcher, Doug Lehner, Sharon Hendren, Don Barnard, Jon Merriman, Ryan Green, Marvin Block
NOES: None
ABSTAIN: None

Passed 7 - 0

- c. **RESOLUTION 2022-28** A RESOLUTION TO APPOINT AN INTERIM FINANCE DIRECTOR FOR THE CITY OF JOHNSTOWN
This would appoint Integrity Bookkeeping LLC as the Interim Finance Director for the City of Johnstown as it realigns.

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

ACTION: Ryan Green moved to approve; Marvin Block seconded and the vote was as follows:
AYES: Doug Lehner, Sharon Hendren, Don Barnard, Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher
NOES: None
ABSTAIN: None

Passed 7 - 0

- d. **ORDINANCE 15-2022** AN ORDINANCE AMENDING ORDINANCE 47-21, THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS, AND DECLARING AN EMERGENCY
This moves money that was allocated for the former Finance Director's salary to contractual services to pay Integrity Bookkeeping and it is necessary to appropriate funds to pay them for services. It is requested that this legislation is passed as an emergency to be able to pay for services upon passage.

ACTION: Donald Barnard moved to waive the second reading; Jon Merriman

seconded and the vote was as follows:
AYES: Sharon Hendren, Donald Barnard, Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner
NOES: None
ABSTAIN: None

Passed 7 - 0

Sean Staneart said Integrity began working for the city on July 6, 2022 and they have not received a dime, asks for the emergency to pay them asap.

ACTION: Donald Barnard moved to approve as emergency; Jon Merriman seconded and the vote was as follows:
AYES: Don Barnard, Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren
NOES: None
ABSTAIN: None

Passed 7 - 0

12. Introduction of Legislation - None

13. Other Business

1. Chief Smart noted the police special duty rate listed in the event packet is incorrect; the document already being passed by Council, they were in favor of staff making needed edits to reflect current rates.

14. Council to Set Recall Election Date

Council Clerk Teresa Monroe said that the Board of Elections received enough signatures on the recall petition for both Councilman Block and Mayor Dutcher. The City Charter states that Council will now fix a date for the recall election; date window according to the Charter was provided to council members.

Members provided input on their day of the week and date preferences and discussed costs.

ACTION: Sharon Hendren moved to set the recall election for August 30, 2022; Ryan Green seconded and the vote was as follows:
AYES: Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren, Don Barnard
NOES: None
ABSTAIN: None

Passed 7 - 0

15. Executive Session to Consider the Compensation of a Public Employee

ACTION: Marvin Block moved to move into Executive Session with Jack Liggett and Dave Riepenhoff to consider the compensation of a public employee; Jon Merriman seconded and the vote was as follows:

AYES: Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren, Don Barnard, Jon Merriman

NOES: None

ABSTAIN: None

Passed 7 - 0

Council entered Executive Session at 8:48 pm.

16. Adjourn

With no further business, the council meeting adjourned. Time not noted.

Next Council Meeting August 16, 2022



Special Council
Monday, August 8, 2022 - 5:00 PM
MINUTES

1. Call to Order/meeting held at the Monroe Township Hall
Mayor Chip Dutcher called to Order the City of Johnstown Special Council Meeting for August 8, 2022 at 5:02 PM.
2. Roll Call
Present - Mayor Chip Dutcher, Doug Lehner, Marvin Block, Sharon Hendren, Ryan Green, Donald Barnard, Jon Merriman
Absent - None

Staff present - Jack Liggett - Interim City Manager, Sean Staneart - Assistant City Manager, David Riepenhoff - City Labor Attorney, Teresa Monroe - Clerk of Council

Public present - Jamie Hartsough, Stephanie Giannini, Elizabeth Whipple, David Cool, Linda Borghese, Al Dolyal, Kent Mallet, Jeff Barr
3. Executive Session to consider the appointment, employment or compensation of a public employee
ACTION: Marvin Block moved to enter executive session to consider the appointment, employment or compensation of a public employee; Jon Merriman seconded and the vote was as follows:
AYES: Don Barnard, Jon Merriman, Ryan Green, Marvin Block, Mayor Dutcher, Doug Lehner, Sharon Hendren
NOES: None
ABSTAIN: None

Passed 7 - 0

Council entered Executive Session at 5:03 pm and returned to Regular Session at 6:10 pm
4. Public Hearings of Legislation
 - a. **RESOLUTION 2022-29** A RESOLUTION TO EXTEND THE APPOINTMENT OF INTERIM CITY MANAGER JACK LIGGETT AND SET FORTH TERMS AND CONDITIONS

Public Hearing: Mayor Dutcher opened the floor for comments. There was back and forth discussion and questions answered between the public and City Council that lasted nearly forty minutes.

ACTION: Sharon Hendren moved to approve; Marvin Block seconded and the vote was as follows:
AYES: Ryan Green, Marvin Block, Mayor Dutcher, Sharon Hendren, Doug

NOES: Lehner
ABSTAIN: Don Barnard, Jon Merriman
None

Passed 5 - 2

5. Other Business
None

6. Adjourn

ACTION: Mayor Dutcher moved to adjourn; Sharon Hendren seconded and all were in favor.

AYES: Mayor Dutcher, Doug Lehner, Marvin Block, Sharon Hendren, Ryan Green, Don Barnard, Jon Merriman

NOES: None

ABSTAIN: None

Passed 7 - 0

Meeting adjourned



Director's Report July 2022

Training

State-mandated continued professional training (CPT):

- Ethics, diversity, domestic violence, hate crimes, mental health, crisis intervention, restraints, and various other training options.

We received a check from the Attorney General's Office for over \$3,700 for these training hours.

Officer Fox completed Taser Instructor training.

Officer Fife completed Evidence: Records Retention & Destruction.

Sergeant Cooperrider started his online Supervisor class - Northwestern Supervision of Police Personnel.

Social Media

Facebook

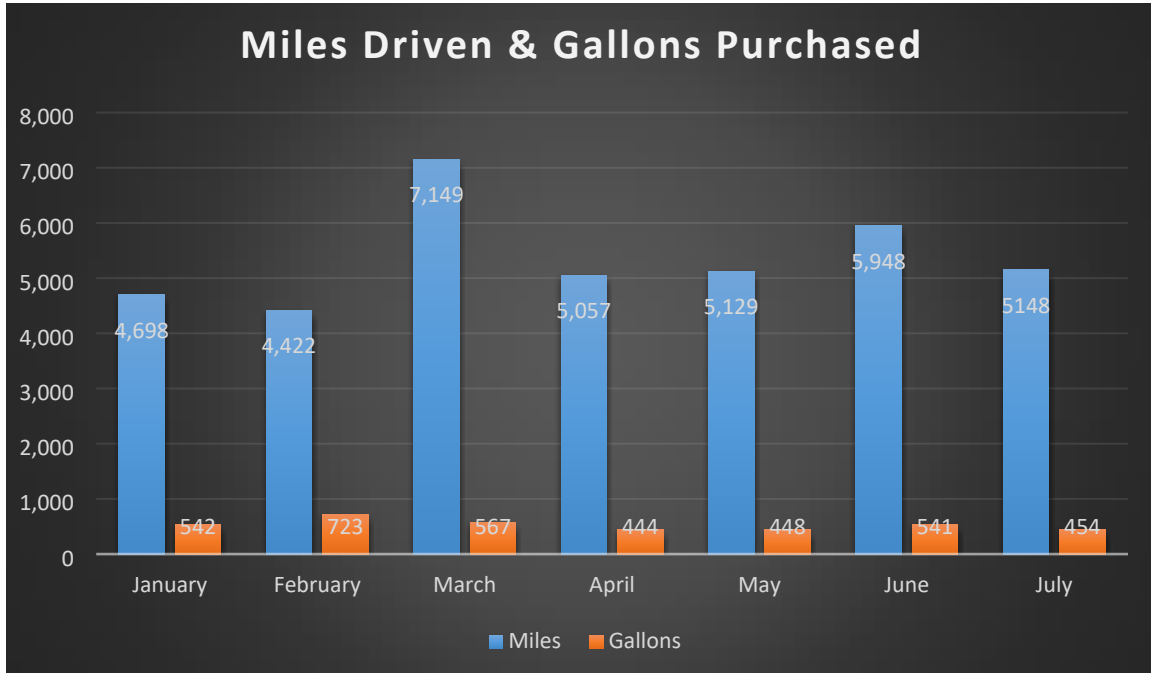
People reached: 27,609

Post engagements: 9,614

New Followers: 43

Total Followers: 5,576

Fuel & Miles



Fleet

All marked patrol cars drove a total of 5,148 miles within the City of Johnstown. The below graph illustrates how police cars are used in Johnstown.

1. Idling time: 428 hours
2. Total time in motion: 702 hours
3. Engine off: 1009 hours
4. Each officer drove 37 miles per shift. The daily average driving time for a vehicle was 1 hour 59 minutes.

Other Information

July 3rd Fireworks were a success, no law enforcement issues were presented at the event. A lot of parked cars on the roads and around the event location. I will investigate this for enforcement efforts moving forward along with the Events Committee.

Officer Rodriguez provided the department with his resignation on July 28th, with his last day being August 12th. He will be serving as a lateral officer in the City of Whitehall.

In the process of getting Project Lifesaver equipment for our agency. This service provides GPS locations for persons with cognitive disabilities. The department will receive 2 receivers that can be used to locate persons that are in the program.

Statistics

Motor Vehicle Accidents: 9

Thefts: 4

Domestic Violence: 7

Traffic Stops: 93

Citations: 26

OVI's: 0

Arrests: 3

Alarms: 16

Assist with other agencies: 10

Vandalism: 2

Juvenile Complaints: 1

Overdose: 0

Suicide Threat: 2

Trespassing: 1

Warrants: 1

Assaults: 1

911 Hang-ups & Misdial: 31



A RESOLUTION TO APPROVE AN AMMENDMENT TO THE EMPLOYEE HANDBOOK

WHEREAS, Johnstown City 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 City Council has determined that it is desirable and in the interest of city employees to amend the employee handbook Section 6.13 to address shift differential matters to apply to City employees.

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

Section One: Johnstown City Council hereby approves edits to Section 6.13 Other Compensation as follows, and is effective upon passage.

6.13 Other Compensation

Shift Differential Any non-exempt employee who begins their workday/shift at 12:00pm noon or later shall earn an additional ~~\$1.25~~\$1.50 per hour worked. ~~Any non-exempt employee who begins their workday/shift at 6:00pm or later shall earn an additional \$1.50 per hour worked.~~ Any non-exempt employee who works on a Saturday or Sunday shall earn an additional \$1.50 per hour worked. Shift differential is based on actual start day/time and is non-cumulative.

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 16, 2022
Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director