



Regular Council Meeting
Tuesday, February 20, 2024 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Moment of silence for Paula Rosser
4. Invocation - Pastor Matt Van Winkle; Johnstown United Methodist Church
5. Pledge of Allegiance
6. Approval of Agenda
7. Recognition - JMS Girls Basketball teams
8. Action on Minutes
 - a. February 6, 2024
9. Citizen comments on matters not on the agenda
10. Executive Session to Consider the Appointment of a Public Official
11. Presentation - Design Guidelines, Chris Hermann/MKSK
12. Council Committee reports
 - a. **Planning & Zoning:** Met 2/13/24; Next 2/27/24 @ 6:30 pm Council Chambers
 - b. **Design Review Board:** Met 2/13/24; Next 2/27/24 @ 5:00 pm Council Chambers
 - c. **Finance:** 2/20/24 @ 5:00 pm; Next 3/5/24 @ 5:00 pm Admin conference room
 - d. **Safety & Service:** Next 3/5/24 @ 5:45 pm Admin conference room
13. Director Reports
 - a. Police Chief
14. Tabled Legislation - None
15. Public Hearings of Legislation
 - a. **RESOLUTION 2024-09** RESOLUTION APPOINTING MEMBERS TO THE GREATER JOHNSTOWN PARK AND RECREATION DISTRICT BOARD OF TRUSTEES
 - b. **RESOLUTION 2024-10** A RESOLUTION DETERMINING THAT THE PETITION FOR CREATION OF THE JOHNSTOWN COMMUNITY AUTHORITY COMPLIES AS TO FORM AND SUBSTANCE WITH THE REQUIREMENTS OF SECTION 349.03 OF THE OHIO REVISED CODE, CONFIRMING AND RATIFYING THE EXECUTION OF THAT PETITION BY THE CITY MANAGER FOR THE CITY AS THE SOLE "PROXIMATE CITY" WITHIN THE MEANING OF SECTION 349.01(M)(2) OF THE OHIO REVISED CODE, AND AUTHORIZING THE FIXING OF A DATE AND PLACE FOR A PUBLIC HEARING ON THAT PETITION.
 - c. **RESOLUTION 2024-11** A RESOLUTION TO APPROVE THE JOB POSITION AND SALARY RANGE FOR FINANCE ASSISTANT

16. Introduction of Legislation

- a. **ORDINANCE 06-2024** AN ORDINANCE TO AMEND CHAPTER 921 OF THE CITY OF JOHNSTOWN CODIFIED ORDINANCES
- b. **ORDINANCE 07-2024** AN ORDINANCE TO AMEND CHAPTER 107 OF THE CITY OF JOHNSTOWN CODIFIED ORDINANCES

17. Other Business

18. Adjourn

Next Council Meeting March 5, 2024



Regular Council
Tuesday, February 6, 2024 - 6:30 PM
MINUTES

1. Call to Order

Mayor Donald Barnard called to Order the City of Johnstown Regular Council Meeting for February 6, 2024 at 6:39 PM.

2. Roll Call

Present - Mayor Donald Barnard, Tiffany Hollis, Jeff Barr, Ryan Green, Wesley Kobel, Dave Selan

Absent - Bob Orsini

Staff present - Sean Staneart - City Manager, Dave Delande - Finance Director, Jack Liggett - Service Director, Rusty Smart - Chief of Police, Teresa Monroe - Clerk of Council

Public present - Dr. Philip Wagner, Craig McDonald, Cyndi Duke, Mike Giannini, Urvin Hartsock, Soo Hartsock, Nick Hubbell

3. Invocation - Johnstown Independent Baptist Church

4. Pledge of Allegiance

5. Approval of Agenda

ACTION: Tiffany Hollis moved to approve; Dave Selan seconded and the vote was as follows:

AYES: Tiffany Hollis, Mayor Barnard, Wesley Kobel, Dave Selan, Jeff Barr, Ryan Green

NOES: None

ABSTAIN: None

Passed 6 - 0

6. Dr. Philip Wagner - Johnstown-Monroe School District; State of the Schools

Dr. Philip Wagner, Superintendent of Johnstown-Monroe School District, was present to provide the Mid-Year District Update. Dr. Wagner reports that our schools are very highly rated, the State of Ohio gives them a report card, the Johnstown Middle School and High Schools earned a 4.0-star report card rating, the Intermediate school earned 4.5 stars and the Elementary earned 5 stars. The schools implemented a math focus in each building during the 2022-23 school years that resulted in significant student performance improvements. They entered a partnership with C-TEC to launch a Multi-Skilled Technician Program, students will have exposure to carpentry, construction, electrical, plumbing and digital controls such as HVAC. Review of some administrative changes made, and building plans as they look to the future. Dr. Wagner highlighted compensation agreements that have been signed with the City of Johnstown. They strive to enter agreements with Monroe, Liberty and Jersey Townships as well. Dr. Wagner reports that their enrollment is

staying even right now, but they are preparing for future growth with short and long term facility planning. Enrollment is just over 1,700 students, current building capacity with all buildings is 2,300 students. They would like to cap the district at 4,600 students; one High school, one Middle school and four school buildings to meet Intermediate and Elementary needs. He added that they are developing career pathways for students; while in Middle school, they look at three options for students and begin to formalize their plans in early High school. They look at students going right into the work force, students pursuing college or secondary education and those who may enter the military. Dr. Wagner answered council member questions.

7. Action on Minutes

a. January 15, 2024 Special

b. January 16, 2024 Regular

c. January 18, 2024 Special

ACTION: Dave Selan moved to approve as written in a block; Jeff Barr seconded and the vote was as follows:

AYES: Dave Selan, Jeff Barr, Ryan Green, Tiffany Hollis, Mayor Barnard, Wesley Kobel

NOES: None

ABSTAIN: None

Passed 6 - 0

8. Citizen comments on matters not on the agenda

No comments

9. Council Committee reports

a. **Planning & Zoning:** 1/23/24 canceled; Next 2/13/24 @ 6:30 pm Council Chambers

b. **Design Review Board:** 1/23/24 canceled; Next 2/13/24 @ 5:00 pm Council Chambers

c. **Finance:** 2/6/24 @ 5:00 pm Admin conference room

Discussed a credit card policy, reviewed a draft of the travel and auto policy. Next meeting February 20th at 5:00 pm

d. **Safety & Service:** 2/6/24 @ 5:45 pm Admin conference room

Discussed Bigelow Drive traffic signal and next steps, safety of the pedestrian crossings downtown, thank you to the American Legion for being willing to help fund a solution.

Discussed water and sewer shutoff penalty fee, committee recommendation to raise the fee from \$25 to \$50 to cover the process; no objection from council. Notice to be added to the customer message on next bill.

10. Director Reports

- a. Service Departments: Water, Sewer, Street, Service Director
Department reports were included with the packet; Jack Liggett reviewed the projects report. Mayor Barnard asked the directors to show the last eleven months on future reports for comparison. Discussion on the new leak detection equipment and road salt. The city currently has eight hundred tons of road salt on hand.

11. Tabled Legislation

- a. **RESOLUTION 2024-06** A RESOLUTION APPOINTING MEMBERS TO THE ADMINISTRATIVE BOARD OF REVIEW FOR CODA APPLICATIONS. Tabled January 16, 2024

ACTION: Tiffany Hollis moved to take from the table; Donald Barnard seconded and the vote was as follows:

AYES: Tiffany Hollis, Mayor Barnard, Wesley Kobel, Dave Selan, Jeff Barr, Ryan Green

NOES: None

ABSTAIN: None

Passed 6 - 0

In the PD (Planned Development) District and requirements for new economic development, there is CODA application and an ABR (Administrative Board of Review) who will review the applications and provide an expedited process. Ryan Green is appointed by the ordinance as the council representative to Planning & Zoning. Tiffany Hollis and Wesley Kobel expressed their interest in being appointed to the board.

ACTION: Donald Barnard moved to appoint Ms. Hollis, Mr. Kobel and Mr. Green to this board; Dave Selan seconded and the vote was as follows:

AYES: Mayor Barnard, Wesley Kobel, Dave Selan, Jeff Barr, Ryan Green, Tiffany Hollis

NOES: None

ABSTAIN: None

Passed 6 - 0

Discussion on terms, the ordinance chapter does not specify board member terms. Council forwarded to Rules Committee for review.

12. Public Hearings of Legislation - None

13. Introduction of Legislation - None

14. Other Business

1. Mayor Barnard noted a change to the council committee appointments; Tiffany Hollis

wanted to be on the Economic Development Committee, not Jeff Barr.

ACTION: Donald Barnard moved to remove Mr. Barr from economic development committee and replace him with Ms. Hollis; Jeff Barr seconded and all were in favor.

AYES: Jeff Barr, Ryan Green, Tiffany Hollis, Mayor Barnard, Wesley Kobel, Dave Selan

NOES: None

ABSTAIN: None

Passed 6 - 0

2. Council decision to close interest applications for the Greater Johnstown Park and Recreation District and set interviews for the next council meeting.

3. Ryan Green said construction of the new Leafy Dell Apartments are off to a rocky start, there was an evacuation of the condos, almost an evacuation of the school, internet lines were hit, there have been issues with cleanup. He wants to make sure any enforcement the city can do is being done. Sean Staneart said as far as utilities go, the city only has control over the water and sewer and street clean up.

4. Discussion on the city alert system, Safety & Service with staff to review protocols for getting notices out.

5. Jeff Barr thanked our local McDonalds for getting their parking lot, concrete apron and driveway repaired, it is very nice to see our businesses invest in their own infrastructure and he is sure patrons appreciate the improvement.

6. The 7th and 8th grade girls have reached the championship basketball game, Thursday evening at Licking Valley, they have had an exceptional season.

15. Executive Session to consider the employment, appointment or compensation of a public employee

16. Executive Session to consider complaints against a public official

ACTION: Donald Barnard moved to enter executive session to consider the employment, appointment or compensation of a public employee, with council members and Mr. Staneart; and immediately following, to enter executive session to consider complaints against a public official, council only, with no business to follow; Jeff Barr seconded and the vote was as follows:

AYES: Mayor Barnard, Wesley Kobel, Dave Selan, Jeff Barr, Ryan Green, Tiffany Hollis

NOES: None

ABSTAIN: None

Passed 6 - 0

Council entered Executive Session at 7:45 pm and returned to Regular Session at 9:18 pm.

17. Adjourn

With no further business, there was a motion and second to adjourn and all were in favor. Motion passed 6-0.

Meeting adjourned at 9:18 pm.

Next Council Meeting February 20, 2024



Director's Report January 2024

Training

State-mandated Continued Professional Training (CPT):

- Legal Updates, Responding to Mental Health Issues, Crisis Mitigation De-escalation, Marsy's Law/Victim Rights and National Integrated Ballistic Information Network.

2023 Continued Professional Training check received from the State of Ohio, check amount \$7,124.

Social Media

Facebook

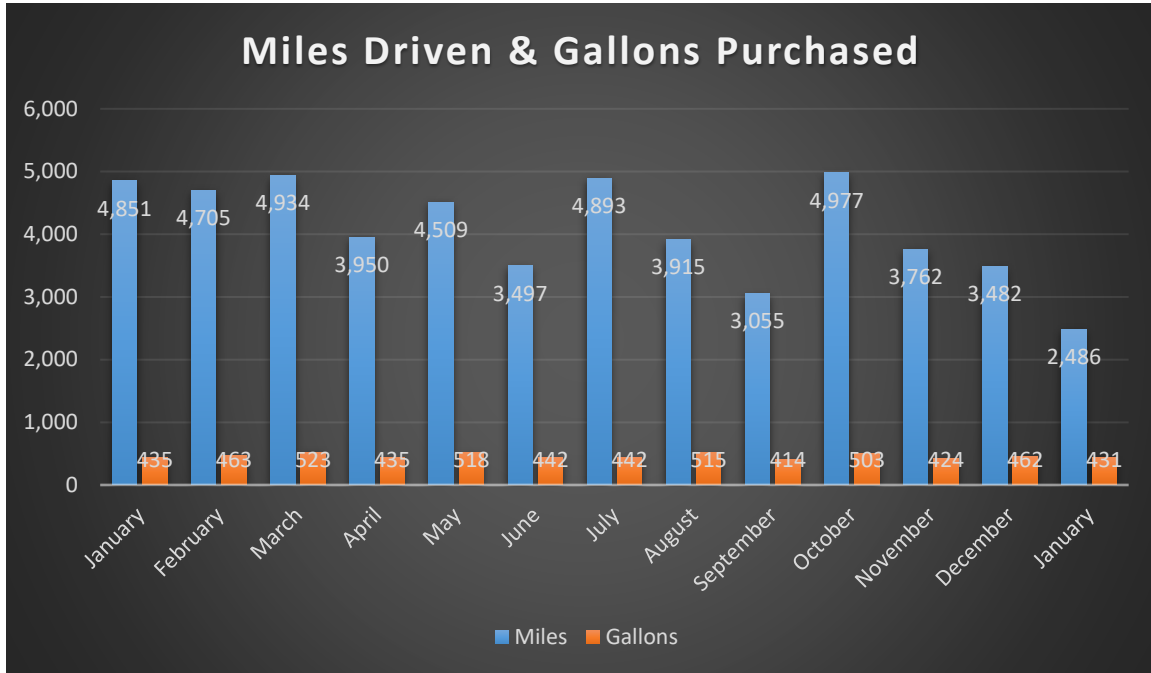
People reached: 10,025

Post engagements: 2,026

New Followers: 61

Total Followers: 6,958

Fuel & Miles



Fleet

All marked patrol cars drove 2,486 miles within the City of Johnstown.

1. Idling time: 269 hours
2. Total engine on time: 417 hours
3. Engine off: 782 hours
4. Daily average that a cruiser drove was 27 miles. The daily average driving time for a vehicle was 1 hour and 32 minutes.

Statistics

	2023													2024												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Calls for Service	270	238	324	290	386	326	322	355	296	282	255	249	3593	214												214
Officer Initiated Calls	78	85	127	109	148	138	144	143	106	130	121	89	1418	84												84
Dispatched Calls	192	153	197	181	238	188	178	212	190	152	134	160	2175	130												130
Case Reports	5	14	28	27	21	15	15	15	29	14	16	25	224	12												12
Crash Reports	12	10	9	7	8	11	6	8	9	7	6	8	101	9												9
Arrests	8	3	2	3	1	1	2	0	3	1	3	3	30	0												0
Traffic Citations	43	44	61	46	46	41	31	63	33	45	35	25	513	17												17
Parking Citations	7	1	2	5	1	8	4	3	1	2	1	3	38	2												2
Business Checks	2	4	1	5	4	25	29	23	16	23	30	17	179	20												20
House Checks	0	0	2	5	23	9	5	2	4	0	0	8	58	16												16
Traffic Crashes	14	13	8	10	12	11	7	13	12	16	11	12	139	12												12
Traffic Stops	73	76	110	82	97	82	91	99	59	87	68	45	969	23												23
Theft	3	8	7	5	7	2	3	5	6	2	4	5	57	3												3
Domestic Violence	5	5	2	3	5	3	4	4	4	4	0	4	43	2												2
Assault	0	0	5	0	1	1	2	0	3	2	1	0	15	5												5
OVI	1	0	1	2	0	0	1	0	2	1	1	1	10	0												0
Vandalism	1	3	2	2	2	0	1	0	3	2	3	1	20	3												3
Juvenile Complaint	0	1	4	4	2	3	3	6	5	5	2	2	37	1												1
Trespassing	3	1	4	0	3	2	2	3	3	0	2	2	25	0												0
Other Agency Assist	3	6	4	3	3	4	4	3	7	2	6	2	47	16												16
Warrant	6	2	1	1	1	1	1	0	1	0	2	2	18	0												0
Overdose	0	2	0	2	1	1	1	0	1	2	0	1	11	0												0
Suicide Threat	1	2	1	2	1	0	2	1	2	0	2	2	16	3												3
Alarm Drops	11	7	10	8	18	8	10	10	3	17	7	10	119	15												15
911 Hang Up/Misdial	41	26	21	36	53	45	37	38	28	12	14	11	362	19												19

2023 Accidents

	DATE	DAY	TIME	LOCATION	NON INJURY	INJURY	UNOCUPIED	HIT SKIP	CAD #
1	1/2/2024	TUES	1654	W COSHOCTON ST @ 8 W COSHOCTON ST	X				2024-0010
2	1/2/2024	TUES	1826	N MAIN ST @ 8 N MAIN ST	X				2024-0011
3	1/6/2024	SAT	1156	S KASSON ST @ E PRATT ST	X				2024-0056
4	1/8/2024	MON	1821	W COSHOCTON ST @ N MAIN ST	X				2024-0077
5	1/9/2024	TUES	600	W COSHOCTON ST @ 708 W COSHOCTON ST	X				2024-0080
6	1/9/2024	TUES	2144	W COSHOCTON ST @ CLARK DR	X				2024-0084
7	1/12/2024	FRI	1557	E JERSEY ST @ S MAIN ST	X				2024-0095
8	1/13/2024	SAT	1545	E COSHOCTON ST/N MAIN ST	X			X	2024-0104
9	1/23/2024	TUES	1433	14 S WILLIALMS ST	X		X	X	2024-0149
9					9	0	1	2	
9				2024 TOTALS	9	0	1	2	



RESOLUTION 2024-09

**RESOLUTION APPOINTING MEMBERS TO THE GREATER JOHNSTOWN
PARK AND RECREATION DISTRICT BOARD OF TRUSTEES**

WHEREAS, by mutual agreement of the City of Johnstown and the Johnstown-Monroe Local School Board of Education, Resolution 2021-08 established a joint recreation district for the control, management, operation, maintenance, and repair of recreational properties and facilities in the boundaries and territories of the Parties; and

WHEREAS, City Council desires to make appointments to the Greater Johnstown Park and Recreation District Board of Trustees (formerly the Johnstown Joint Recreation District) in accordance with Section Three of Resolution 2021-08 and Section 3 of the GJPRD Bylaws; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the CITY of Johnstown, State of Ohio:

Section 1. At the January 15, 2024 council meeting, Mike Giannini was appointed to the vacant unexpired term ending August 15, 2025 as a representative of the City of Johnstown; and

Section 2. _____ is hereby appointed to the vacant unexpired term ending August 15, 2024 as a representative of the City of Johnstown

Section 3. 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 CITY OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: February 20, 2024

By: _____

Mayor Donald Barnard

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



RESOLUTION 2024-10

A RESOLUTION DETERMINING THAT THE PETITION FOR CREATION OF THE JOHNSTOWN COMMUNITY AUTHORITY COMPLIES AS TO FORM AND SUBSTANCE WITH THE REQUIREMENTS OF SECTION 349.03 OF THE OHIO REVISED CODE, CONFIRMING AND RATIFYING THE EXECUTION OF THAT PETITION BY THE CITY MANAGER FOR THE CITY AS THE SOLE "PROXIMATE CITY" WITHIN THE MEANING OF SECTION 349.01(M)(2) OF THE OHIO REVISED CODE, AND AUTHORIZING THE FIXING OF A DATE AND PLACE FOR A PUBLIC HEARING ON THAT PETITION.

WHEREAS, this Council is the "organizational board of commissioners" for the Authority as that term is defined in Section 349.01(F) of the Ohio Revised Code, and this City continues to be the sole "proximate city" for the Authority as that term is defined in Section 349.01(M)(2) of the Ohio Revised Code;

WHEREAS, pursuant to Chapter 349 of the Ohio Revised Code, The Johnstown Land Company, LLC, a Delaware limited liability company ("the Developer"), has filed the Petition for Organization of a New Community Authority (the "Petition") with the Clerk of this Council as required by Section 349.03(A) of the Ohio Revised Code, to create the Johnstown New Community Authority (the "Authority") and its proposed new community district comprised of approximately 385.5 acres (the "District"), which Petition was signed by the City Manager on behalf of the City as the sole "proximate city" pursuant to Sections 349.01 (M) and 349.03 of the Ohio Revised Code;

WHEREAS, the Petition provides that the land of the Authority's District will be conducive to the public health, safety, convenience and welfare and intended to result in the development of a "new community" as that term is defined in Section 349.01(A) of the Ohio Revised Code, and that such land to be included in the District is owned by or under the control of the Developer within the meaning of Section 349.01(E) of the Ohio Revised Code;

WHEREAS, this Council has reviewed the Petition to determine whether it complies with the requirements of Section 349.03 of the Ohio Revised Code as to form and substance;

WHEREAS, this Council desires to fix a time and place of a public hearing on the Petition, which public hearing will be held not less than 30 days nor more than 45 days from the date the Petition was filed with the Clerk of this Council, and desires that notice of the public hearing be given, all pursuant to Section 349.03(A) of the Ohio Revised Code;

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Johnstown, County of Licking, State of Ohio, that;

Section 1. This Council hereby confirms and ratifies the City Manager's execution of the Petition on behalf of the City as the only "proximate city" for the Authority and finds and determines that the Petition complies as to form and substance with the requirements of Section 349.03 of the Ohio Revised Code.

Section 2. This Council will hold a public hearing on the Petition on Tuesday, March 20, 2024, commencing at 6:30 p.m. in the Council Chambers at 599 South Main Street, Johnstown, Ohio 43031.

Section 3. The Clerk of Council shall arrange for notice of that public hearing by publication once each week for three consecutive weeks in a newspaper of general circulation in Licking County in accordance with the requirements of Section 349.03(A) of the Ohio Revised Code.

Section 4. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and any of its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Ohio Revised Code.

Section 5. This resolution is declared to be in full force and effect from and after the earliest period allowed by law.

Date of Introduction/Public Hearing/Vote: February 20, 2024

By: _____

Mayor Donald Barnard

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



RESOLUTION 2024-11

**A RESOLUTION TO APPROVE THE JOB POSITION AND SALARY RANGE FOR
FINANCE ASSISTANT**

WHEREAS, the City Manager desires to create a job description and salary range for a Finance Assistant with the City of Johnstown.

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

Section One: Approves the employment position and job description of Finance Assistant as a non-exempt, hourly position with a wage range of \$39,000 - \$67,000 annually.

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 CITY OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: February 20, 2024

By: _____

Donald Barnard, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



CITY OF JOHNSTOWN

CLASSIFICATION DESCRIPTION

FINANCE ASSISTANT

FLSA Status:

Non-Exempt

Service Type:

Unclassified

Probationary Period:

360 Days

Publication/Revision Date:

2-15-2024

Pay Scale \$39,000 - \$67,000

Nature of Work – General Description

The Finance Assistant is a highly organized and detail-oriented professional. This position will assist with the day-to-day task in our finance department and play an integral role in maintaining account information; performs related duties as required. The Finance Assistant will also perform diverse administrative, and support activities.

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Essential Functions of Work

- Help with financial data entry and general bookkeeping
- Manage data, records, and reports by checking for errors and verifying accuracy of information
- Prepare receipts, vouchers, invoices, etc. for entry into data sheets
- Assist with payroll and reporting
- Assist in preparation of financial statements and reports
- Assist in creating and setting budgets
- Update and maintain financial records
- Prepare spreadsheets for data entry, including budgets, accounting information, etc.
- Responsible for administrative functions including but not limited to composing correspondence and communications, maintaining, and creating reports, scheduling appointments, arranging meetings requested by the Finance Director, coordinating communications between departments, assisting in the administration of the standard operating policies and procedures of the department.
- Reception functions including but not limited to answering telephones, providing customer assistance, distributing mail, documents and other information.
- Take direction from and report to the Finance Director
- Independently prioritize daily tasks and responsibilities
- Provide quality customer service and assistance to members of the public; resolve customer issues when possible and appropriate.
- Processes vouchers covering expenditures, purchase orders, and contracts.

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- Assist with audits as necessary
- Adhere to current accounting/finance laws and regulations
- Work to company standards
- Performs other duties as directed.

Minimum Qualifications and Skills

- Associate's or bachelor's degree in accounting, finance or related field preferred or a combination of education and experience.
- A minimum of 2 years general accounting experience.
- Knowledgeable in basic accounting/bookkeeping practices and processes
- Excellent computer knowledge and experience using Microsoft Suite (Excel)
- Accounting software Uniform Accounting Network (UAN) is preferred
- Professional demeanor and excellent customer service skills
- Excellent communication, verbally and written
- Strong organizational and time-management skills
- Thrives working both independently (a self-starter) and collaboratively
- Dependable, respectful and consistently works to uphold company ethics and standards

Other Requirements

- Possess and maintain a valid State of Ohio Driver's license.
- Meets the minimum requirements of a background
- Regular and punctual attendance is regarded as an essential requirement of this classification.

Physical Requirements and Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or finger, handle, or feel objects, tools, or controls. The employee is required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus. The noise level in the work environment is usually moderate.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

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AN ORDINANCE TO AMEND CHAPTER 921 OF THE CITY OF JOHNSTOWN CODIFIED ORDINANCES

WHEREAS, Chapter 921 of the City of Johnstown's Codified Ordinances gives the city power to provide and regulate the water system; and

WHEREAS, the Safety & Service and Finance Committees have reviewed the delinquency collection charge for water shutoff and recommend an increase to cover the city shut off processes; and

NOW THEREFORE BE IT ORDAINED BY THE CITY OF JOHNSTOWN, COUNTY OF LICKING, STATE OF OHIO, AS FOLLOWS:

Section 1: That Chapter 921.10 and 921.11 of the City of Johnstown's Codified Ordinances be amended as follows:

921.10 PAYMENT; DELINQUENT NOTICE AND REMEDY.

(b) Delinquency Notice and Remedy.

(1) All water and/or sewer bills not paid by the twenty-fifth of each month shall be sent a notice no later than the second Friday of the month following the due date of such bill. The notice shall provide in substance that charges for water and/or sewer have not been received by the Department of Utilities or its officially designated payment depository and that failure to pay such bill by due date of delinquent notice will result in service being disconnected and the payment of a collection charge will be required.

(2) All water and/or sewer bills not paid by due date of delinquent notice shall be placed on a shutoff list ~~and afor~~ termination of water and/or sewer service ~~and~~ will require the payment of all delinquent charges and ~~an administration charge~~ the collection charge.

921.11 SERVICE TERMINATION; TURN ON FEE; COLLECTION FEE.

(a) Any person may discontinue water service by proper notice to the Department of Utilities and be relieved of their responsibility when the water is turned off at the curb box and the account cleared in the records of the Department of Utilities.

(b) ~~In case it becomes necessary to turn off the water~~ If an account is placed on a shutoff list because of a violation of any rule or regulation of this chapter, a collection charge of ~~twenty-five~~ fifty dollars (\$~~25~~50.00) shall be assessed. ~~made for turning the water back on.~~

(c) In the event that a ~~Village~~ City employee or employees have been dispatched to a property to shut off water and/or sewer services due to the water and/or sewer bill being delinquent or to deliver a shut off notice, a collection ~~fee~~ charge as established by the Manager shall nonetheless be assessed on the water and/or sewer bill. If any purchaser of water and/or sewer services listed on the shutoff list shows proof of payment being made between the delinquent due date and the day the shut offs are actually made, the collection charge will be waived.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all

deliberations of this Council and any of its committees which resulted in such formal actions were in meetings so open to the public in compliance with all legal requirements of the City of Johnstown, Licking County, Ohio.

Date of Introduction/Public Hearing/Vote: February 20, 2024

BY: _____

Mayor Donald Barnard

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

DRAFT



AN ORDINANCE TO AMEND CHAPTER 107 OF THE CITY OF JOHNSTOWN CODIFIED ORDINANCES

WHEREAS, Chapter 107 of the City of Johnstown's Codified Ordinances regulates Acquisition of Services and Materials; and

WHEREAS, House Bill 33, effective October 3, 2023, set forth new thresholds for Competitive Bidding in the Ohio Revised Code; and

NOW THEREFORE BE IT ORDAINED BY THE CITY OF JOHNSTOWN, COUNTY OF LICKING, STATE OF OHIO, AS FOLLOWS:

Section 1: That Chapter 107.01 and 107.04 of the City of Johnstown's Codified Ordinances be amended as follows:

107.01 CONTRACTS AND PURCHASES; ADVERTISING FOR BIDS.

When an expenditure within the ~~Village~~City, other than the compensation of a person employed therein, exceeds ~~fifty thousand dollars (\$50,000)~~the competitive bidding threshold amount as set forth in the Ohio Revised Code Section 9.17 (A) (1), (2), such expenditure shall be authorized and directed by ordinance of Council. When so authorized and directed, except where the contract is for equipment, services, materials or supplies available from a qualified nonprofit agency pursuant to Ohio R.C. 4115.31 to 4115.35, the ~~Village~~City Manager shall make a written contract with the lowest and the best bidder after advertising for not less than two nor more than four consecutive weeks in a newspaper of general circulation. ~~in the Village.~~

107.04 EQUAL OPPORTUNITIES FOR AWARDED OF CONTRACTS.

(a) In securing services or materials for projects which are not anticipated to exceed ~~fifty thousand dollars (\$50,000)~~the competitive bidding threshold as set forth in the Ohio Revised Code Section 9.17 (A) (1), (2), ~~in cost~~, every effort shall be made to secure the services or materials at the lowest available price.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all deliberations of this Council and any of its committees which resulted in such formal actions were in meetings so open to the public in compliance with all legal requirements of the City of Johnstown, Licking County, Ohio.

Date of Introduction/Public Hearing/Vote: February 20, 2024

BY: _____

Mayor Donald Barnard

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

DRAFT