



Regular Council  
Tuesday, February 3, 2026 - 6:30 PM  
MINUTES

1. Call to Order

Mayor Tiffany Hollis called to Order the City of Johnstown Regular Council Meeting for February 3, 2026 at 6:39 PM.

2. Roll Call

Present - Mayor Tiffany Hollis, Ryan Green, Donald Barnard, Matthew Huggins, Kyle Cook, Jeff Barr, Nicole Shook

Absent - None

Staff present - Sean Stanearth - City Manager, Dave Delande - Finance Director, Jack Liggett - Service Director, Rusty Smart - Chief of Police, Trevor Traphagen - City Planner/MKSK, Chris Hermann - MKSK, Todd McConnell - Planning Commission, Dave Reipenhoff Teresa Monroe - Clerk of Council

Public present - Connie Ryan, Terri Fetters, Nicole hubby, Alan Benton, Justin Fox, Mr. Johnson, John Boruth, Deven Draper

3. Invocation

Mr. Barr offered the invocation.

4. Pledge of Allegiance

5. Approval of Agenda

**ACTION:** Matthew Huggins moved to approve the agenda; Nicole Shook seconded and all were in favor.

**AYES:** Mayor Hollis, Ryan Green, Donald Barnard, Matthew Huggins, Kyle Cook, Jeff Barr, Nicole Shook

**NOES:** None

**ABSTAIN:** None

**Passed 7 - 0**

6. Action on Minutes a. January 6, 2026 b. January 20, 2026

**ACTION:** Kyle Cook moved to approve en bloc; Ryan Green seconded and all were in favor.

**AYES:** Mayor Hollis, Ryan Green, Donald Barnard, Matthew Huggins, Kyle Cook, Jeff Barr, Nicole Shook

**NOES:** None

**ABSTAIN:** None

**Passed 7 - 0**

7. Correspondence - Department of Commerce

- a. Notice to Legislative Authority - Liquor Control  
No hearing requested, clerk will notify.
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8. Citizen comments on matters not on the agenda

1. Connie Ryan and Terri Fetters

- Connie Ryan said they have not given up on the Brigadier General Perry Miles Trust and the one hundred and seventy six acres two miles out of town. About two months ago she contacted Licking County Parks, who was supposed to have gotten the property, they still had not. She contacted the Attorney General's office again and they are of the understanding that it was given to Licking County Parks. She said she waited another month and checked again, Licking County Parks has still not received the property. Ms. Ryan provided council with some background on the trust and said the Mayor of Johnstown is on the management group. She said they are requesting representation at the next meeting by Mayor Hollis. They provided council with informational folders to review.
- Said that they would like to put up an honorary street name sign for Brigadier General Perry Miles at SR 62 and Oregon Street. Mr. Barnard said that council did the legislation, all they need to do is apply for it.
- Said the QR readers at the Mastodon Trail are faded, they would like to see them replaced. Discussion on responsibility, it may be the Historical Society, Kyle Cook said he would look into that.

Mr. Barnard said that when he was the Mayor, he did ask for a full accounting of all the finances for the Miles Estate, the other four board members were not interested in doing that, he said they felt they were handling the money fine, but he did ask.

9. Presentation MKSK; Johnstown Design Guidelines

Sean Stanearth said there was a joint meeting with council and the Design Guidelines Steering Committee about a month ago and now they have come to the end of the review process. Mr. Stanearth referenced item thirteen on the agenda and the need for council to initiate a text amendment as a part of the guidelines. He has arranged for MKSK to provide a recap. Mayor Hollis clarified that what they are voting on tonight only initiates the process, it does not enact the amendments. Mr. Stanearth said there are two parts, the text amendment and the design guidelines, which are an accompaniment to them. He recommends passing these in tandem, one can be done by resolution, the other needs to be done by ordinance. They could pass the guidelines tonight, but without having the ordinance to support it, he would elect to hold off and pass them together on the same night, if council desires. City Planner Trevor Traphagen and Christopher Hermann with MKSK were in attendance. Mr. Traphagen said this project kicked off in late 2024, they began the process by holding a series of public meetings to gather information and have worked with the Design Guidelines Steering Committee since then. He said the city's current design guidelines don't do a great job of giving the Design Review Board enough "teeth" to accurately review things, there are a lot of subjective calls that have to be made. The goal of this project was to provide clear guidance and set clear expectations for the quality of aesthetics throughout the city. These guidelines will allow the Design Review Board to give consistent and clear feedback to applicants when they come in. The goal is to reduce the number of times applicants have to come in and hopefully to make it clear to anyone who is proposing improvements to their structure exactly what they need to do in order to get that accomplished. Mr. Traphagen walked through the document with council members.

Mayor Hollis asked if these design guidelines would apply to the PD district or the NCA. Mr. Traphagen said no, they do not apply to the PD district, that district has its own architectural standards in the zoning code itself.

10. Council Committee reports

- a. **Planning & Zoning:** 1/27/26 canceled; Next 2/10/26 @ 6:30 pm council chambers
- b. **Design Review Board:** Met 1/27/26; Next 2/10/26 @ 5:00 pm council chambers  
Committee review of the Design Guidelines draft and recommendation to council.

- c. **Safety & Service:** 2/3/26 5:00 pm; Next 3/3/26 @ 5:30 pm council chambers  
Committee heard a presentation on the Flock Security cameras that the Police Department will be using. Discussion on road conditions and how to best do the most we can with the budget we have. Had a brief water and sewer update, and update on "No through trucks" legislation which is now being enforced. There will be a new stop sign going in at Chambers Way and Caswell Road
- d. **Finance:** Next 2/17/26 @ 5:30 pm council chambers
- e. **School District Liaison:** Next 2/5/26 @ 5:00 pm council chambers
- f. **Facilities Committee:** Met 1/23/26; Next as needed  
Review of city-owned property inventory that could potentially be used for city hall or police department location. Review of the American Legion lease. Reviewed the city lease with the school board and its timeline, the city has an initial five-year and then a one three-year period extension. Mr. Barr said what they wanted to see was in that initial five years they have a location determined, so the second three-year lease back period was really to start design, engineering, construction, and have plenty of time to move in to the new facility, whatever that may look like.
- g. **Park & Rec Liaison**  
Liaison Nicole Shook said the Greater Johnstown Park & Rec District Board meets the last Thursday of the month here in council chambers at 6:30 pm. This last meeting was the first meeting with a full board in a couple of years. The board is made up of appointees from the city (2), school district (2) and Monroe Township (1). At the last meeting, the Rules of Order were reviewed, they are currently working on some fireworks collaboration, and looking to reapply for their 501c-3 to become a non-profit. The next meeting will be the last Thursday in February at 6:30 pm here in chambers.

Mr. Barnard requested to schedule a Rules Committee meeting. After discussion, the meeting was set for Monday, February 9th at 5:00 pm in the admin conference room.

## 11. Director Reports

- a. **Service Departments:** Water, Sewer, Street  
Reports were included in the packet, no questions were asked.
- b. **Service Director**  
Jack Liggett reviewed his report included in the packet. Addition detail on item five was provided, he said at our current water plant we have three wells, J-1, J-2 and J-3. It takes two of those wells to operate the plant, one is backup. Well J-2 is the largest operating well currently, it went down and quit pumping water, investigation into why the pump went bad, it is not that old. There are holes in the casing and screens and will be a major repair, they will likely have to put liners in. Mr. Liggett said that well is planned for an increased rate for the new plant design, J-2, J-3 and new J-4 are each to pump nine hundred gallons a minute to the new plant. He is getting a price on what it will cost to line and re-screen that well versus moving twenty feet over and drilling a new well. The next problem will be to see if they can get a 900 gallons per minute pump that will fit down the casing once lined. Mr. Liggett said it is a serious situation because if he were to lose J-1 or J-3, then he does not have enough flow to operate the plant. J-4, the new well, is drilled but there is no pump and it is not connected to the system yet. He has asked Bowen to look at stepping up when that well can be brought online. Kyle Cook asked if there was a timeline on repair, Mr. Liggett said his hope is Friday or Monday to drop a well pump and motor back in so at least it can be used as a backup. He will bring pricing options back to Finance and council. Mr. Liggett said there was additional concern that since all three wells are the same age (33 years), if they are having screen and casing integrity issues in J-2, they may have it in J-1 and J-3, he plans to camera them to check.

Mr. Liggett said he was extremely proud of the city crews who handled the plowing during the

recent snow event, it was a lot of snow. He provided some operational updates for upcoming snow events and provided an update on road salt.

12. Tabled Legislation - None

13. Public Hearings of Legislation - None

a. **RESOLUTION 2026-10** RESOLUTION INITIATING AMENDMENT TO THE ZONING ORDINANCE, CHAPTER 1187

This was discussed during the presentation on the Design Guidelines. Per city ordinance process for amendments, this is merely a resolution that initiates the text amendment process. There will be additional public hearings and legislation that would change the zoning text as well as adopt the Design Guidelines.

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

**ACTION:** Ryan Green moved to approve as written; Kyle Cook seconded and the vote was as follows:

**AYES:** Ryan Green, Mayor Hollis, Kyle Cook, Jeff Barr, Nicole Shook, Matthew Huggins, Don Barnard

**NOES:** None

**ABSTAIN:** None

**Passed 7 - 0**

14. Introduction of Legislation - None

15. Other Business

1. Nicole Shook congratulated the Johnstown High school choir ensemble participants, they all received superior ratings. She said the choir program by Ms. Warner is a spectacular program. The musical is middle of March, Charlie and the Chocolate Factory. She thanked Ms. Warner for the great job that she does with the musical productions.

2. Jeff Barr thanked city staff for their work to keep the city safe and operating through the storm last week.

3. Ryan Green echoed thanks to the staff, they did a good job under the conditions. He thanked all who stepped in to support the schools, the townships, he is glad to see everybody in this region working together.

4. Mayor Hollis also thanked Mr. Liggett and city staff for their work during the snowstorm. She said there were a lot of volunteer efforts made, whether the Main Street area or the effort made for the schools and all the sidewalk clearing. She said she wanted to read the names of all the students who volunteered their time to shovel sidewalks, she said they did an amazing thing for the community. Names read as follows:

Softball:

JHS Players:

Abigail Wood

Kendal Dew

Cam Bollinger

Lucy Edwards

Madisyn Fraley

Emma McGeehan

Reese Lyons

Lucia Kuhn

Addy Hall

Violet Wentzel  
Sophia Healey  
Addison Larason  
Avery Molenaar  
Jayden & Alexis King  
Layna Carpenter  
Lucy Shaffer  
Jaelyn Fauble

JMS Players:

Maria Smith  
Vivian Anderson  
Violet Hall  
Peyton Carter  
London Spadaro

Coaches:

Mike Triplett and Steve Stefanick

Parents:

Dan Carter  
Robert Moore  
Billy Bollinger

Baseball:

Jackson Ryan  
Landon Larason  
Evan Hannah  
Zaiden Molenaar  
Jackson Bauman

Football

Jackson Bender  
Alex Culbertson  
Ryan Ballard  
Chase Potter & family  
Cyrus Bennett  
Matt Baisden  
Chase Flowers  
Chase Fraley  
Greyson Vensel  
Zaiden Molenaar  
Jackson Bauman  
Hayden Norman  
CJ Ortman  
Henry Swartz  
Dexter Swartz  
Cristian Dorsten  
Hunter Wheeland  
Kaden Carpenter  
Aiden Brisolla  
James Dew  
Caleb Pennington  
Dan Carter  
Mike Carter

16. Executive Session to prepare for, conduct, or review a collective bargaining strategy  
Mayor Hollis said there would be no action after the Executive Sessions.

**ACTION:** Ryan Green moved to enter executive session to prepare for, conduct, or review a collective bargaining strategy to include the city manager, city labor attorney, police chief and all of council; Jeff Barr seconded and the vote was as follows:  
**AYES:** Ryan Green, Mayor Hollis, Kyle Cook, Jeff Barr, Nicole Shook, Matthew Huggins, Don Barnard  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

Council entered Executive Session at 7:55 pm and returned to Regular Session at 8:39 pm.

17. Executive Session to consider the compensation of a public employee

**ACTION:** Kyle Cook moved to enter executive session to consider the compensation of a public employee to include all of council, Dave Riepenhoff, Dave Delande and Sean Stanart; Matthew Huggins seconded and the vote was as follows:  
**AYES:** Kyle Cook, Jeff Barr, Nicole Shook, Matthew Huggins, Don Barnard, Ryan Green, Mayor Hollis  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

Council entered Executive Session at 8:40 pm and returned to Regular Session at 9:44 pm.

18. Executive Session to consider the employment of a public employee

**ACTION:** Jeff Barr moved to enter executive session to consider the employment of a public employee to include all of council and Dave Riepenhoff; Nicole Shook seconded and the vote was as follows:  
**AYES:** Jeff Barr, Nicole Shook, Matthew Huggins, Don Barnard, Ryan Green, Mayor Hollis, Kyle Cook  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

Council entered Executive Session at 9:46 pm. and returned to Regular Session at 10:29 pm.

19. Adjourn

No further business.

**ACTION:** Jeff Barr moved to adjourn; Nicole Shook seconded and all were in favor.  
**AYES:** Mayor Hollis, Kyle Cook, Jeff Barr, Nicole Shook, Matthew Huggins, Don Barnard, Ryan Green  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

The meeting adjourned at 10:29 pm.