



Regular Council  
Tuesday, April 7, 2026 - 6:30 PM  
MINUTES

1. Call to Order

Mayor Tiffany Hollis called to Order the City of Johnstown Regular Council Meeting for April 7, 2026 at 6:37 PM.

2. Roll Call

Present - Mayor Tiffany Hollis, Ryan Green, Donald Barnard, Matthew Huggins, Kyle Cook, Jeff Barr, Nicole Shook  
Absent - None

Staff present - Dave Delande - Acting City Manager/Finance Director, Jeff Sheridan, Jack Liggett - Service Director, Rusty Smart - Chief of Police, Trevor Traphagen - City Planner, Teresa Monroe - Clerk of Council

Public present - Brian Kinzelman, Kris Almendinger, Jill Tangeman, Mark Van Buren, Ashley Solether, John Newergall, Terri Fetters, Joshua Bauman, John and Shellie Kessler, Dick Roggenkamp, Deven Draper, Barbara Almendinger Harper, Rachel Ritchie, Erich Almendinger, David Dunn

3. Invocation

Ms. Shook offered the invocation.

4. Pledge of Allegiance

5. Approval of Agenda

Mr. Barnard said he would like to ask for a change, to add item 13, an executive session to consider employment, and move item 10 after that. Mr. Green said he was fine if they moved 10 but does not think they need an executive session. Mayor Hollis asked if there was a second to the motion; Ms. Shook seconded and they vote was as follows:

Barnard - Y, Green - N, Hollis - N, Cook - N, Barr - N, Shook - Y, Huggins - N; Motion failed 5-2.

Mayor Hollis asked for a motion to approve the agenda as written.

**ACTION:** Kyle Cook moved to approve; Jeff Barr seconded and the vote was as follows:

**AYES:** Matthew Huggins, Tiffany Hollis, Ryan Green, Jeff Barr, Kyle Cook

**NOES:** Donald Barnard, Nicole Shook

**ABSTAIN:** None

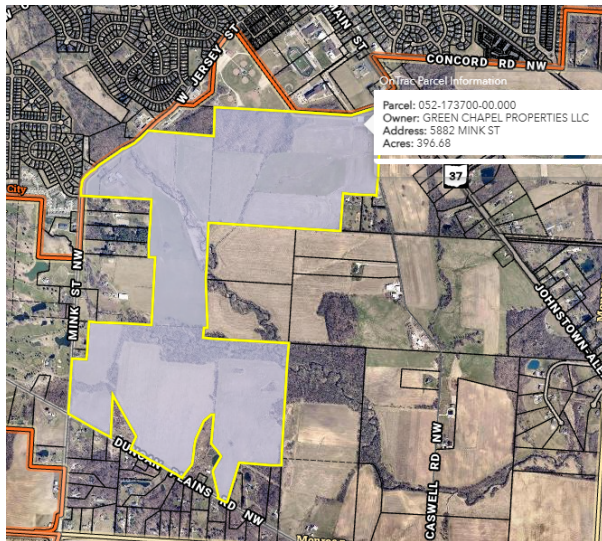
**Passed 5 – 2**

6. Presentation - Green Chapel Properties Project Preview

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Mayor Hollis asked that questions be held until after the presentation.

David Dunn said that he and his family own Green Chapel Properties which consists of about nine hundred acres, four hundred of them are in Monroe Township, the other in Jersey Township. Tonight he said they will present their plan for the northern four hundred acres of their property. Brian Kinzelman with MKSK presented their concept for Green Chapel Properties, he said it is at a very conceptual level. The four hundred acres is contiguous to the City of Johnstown at Caswell Road.



Mr. Kinzelman said this piece of property is just down the street from downtown, a fourteen-minute walk. They are looking to expand the City of Johnstown, to augment downtown commercial development, not to replace downtown development. Referencing the city's Comprehensive Plan, he pointed out civic uses and the potential for school expansion into current Green Chapel Property land that is contiguous to the school campus. They propose a planned neighborhood with commercial, with support facilities, not just houses, apartments and residential properties, and then south from the city would be residential property. He noted connections to the city via Mink Road, Duncan Plains and Caswell Road. He expanded on the potential mixed-use areas, retail properties, restaurants, neighborhood conveniences like a dry cleaner, second-story offices for dentists, orthodontists, accountants etc.; attached single-family or town homes for people who don't want to mow lawns and who want to be in walking distance to retail and restaurants. Additionally, some senior living options, for people who want to stay in Johnstown through their entire life cycle, patio homes and maybe assisted living or even critical care facilities. Neighborhood lots would be conventional housing stock for young families and kids, two or three car garages, two-story bedrooms for kids, with basements. Mr. Kinzelman said that 25% of the entire site is open space, 40% for single family residential and 10% for commercial space, he said this isn't a subdivision, this is a community. He said there would be a number of homebuilders and developers involved over time but everyone will be "playing from the same song sheet" to ensure quality of the goods at the end of it all. They want to come in with a planned development so everybody can see what the long-term vision is going to be. The city code says that for planned development zoning, it has to be a minimum of 350 acres, this is just over 400 and the property would need to annex into the City of Johnstown.

Mayor Hollis opened the floor to questions.

Mr. Barnard asked when they would like to break ground. Mr. Dunn said he is unsure how long it will take to get through the administrative work, they are probably looking at next spring. Mr. Barnard asked how many households they would expect to bring. Mr. Dunn said it could be anywhere from 800-1200 units depending on how the pieces are put together, they are open to discussion on calculations, they can be flexible. Mr. Barnard said one of his concerns is that currently the city of Johnstown has 1,200–1600 households, but when you take that and divide it by its general fund, our expenses right now, it's coming out to about \$1,200 per household. And the median household in Johnstown is about \$90,000 so at a 1% income tax rate, we're bringing in \$900 and it cost \$1,200 to service a household. So we're already underwater, and that's part of the reason why we've tried to bring up the tax in the past, to fix that. Mr. Barnard asked what value of homes they were looking for. Mr. Dunn said there would be a certain number of commercial coming in also, that offers a slightly different addition to the tax base, he thinks it would behoove all of them to get together with their calculators and figure out what the math tells them is the right mix.

Mr. Huggins asked about the green space surrounded by residential, would it be deeded to city to care for, or would it be cared for by an HOA. Mr. Kinzelman said probably a combination but he is not certain, they would want to ensure green space is preserved and usable by humankind for play and recreation space. Mr. Barr asked if they envisioned any of the acreage and green space being twenty acre plus sections for ball diamonds or rectangular fields for lacrosse and soccer, because when he sees the water corridors running through there, that doesn't go together, so was it fair to say this will be more of a passive green space than active green space. Mr. Barr said that is something he would delve into at great length.

Some continued discussion on what the mixed uses could be and also how this could be developed so to not overshadow the existing downtown.

Mr. Barr said this is an informal presentation, but at some point it becomes formal, which is the request to annex, he asked about process. Jill Tangeman, legal counsel for Mr. Dunn, said the next step would be annexation, they previously discussed starting the process with a pre-annexation agreement so that we all get on the same page, that doesn't bind the city to any particular zoning. Typically, it has some language that says the staff is supportive of moving forward with some conceptual plan that will continue to be flushed out. They usually start the process with that so that the city has a chance before an annexation is filed and there is a requirement to react, that they sort of have a baseline of an agreement that they are going to annex and this is what they are looking for. Council cannot be bound to a future vote, but it would be an agreement for a framework to start the process, the agreement would come to council for a formal vote. Mr. Barr asked if there was a timeline for full buildout, Ms. Tangeman said her guess is ten years.

Jack Liggett said with any acceptance of annexation, the city has to agree to supply water and sewer utilities, he asked if they had any thought on the consumption over the five to ten year buildout, and what this development will need. Mr. Kinzelman said they just recently started some engineering behind the plan, those will be future conversations.

Public:

1. Kris Almendinger

- Asked if an agreement would be made to annex before they knew an exact plan of how many homes there would be. Mr. Barnard said no.
- Said the farms on Caswell Road are still suffering from the water runoff of Concord Crossing. This is their biggest concern, they are not against development, but there has to be a better plan, and now that we are a city, we have to abide by the MS4 program, so there has to be water runoff studies prior to any development, and council is legally obligated to abide.

2. John Kessler

- Asked if questions could be asked. Mayor Hollis said yes.
- Asked the presenter if they would formally respond to the storm water management concerns.

Mr. Kinzelman said by law they do have to address the runoff from these fields, they have no idea what has happened in the past, but they will be designing storm water management, quality and quantity of storm water, they cannot increase or decrease the runoff. Each pod of development will have storm water basins, dry/wet basins so storm water is held and released in a controlled fashion.

- Asked if the presenter had examples of another community like Johnstown twenty or thirty years ago, that worked to preserve the character of their downtown area.

Mr. Kinzelman said he would look at Powell or Dublin. It needs to be intentional and thoughtful planning, put things in the right place, make sure the roadways work, the utilities work.

- His sense is there is a lot of revenue coming into the school district. Asked what the school strategy would be to facilitate and enable all of this growth.

Dr. Wagner, Superintendent of Johnstown Monroe School District, said that one of the things that is a myth is that the school has all this money coming in from this commercial development, that's not here yet, it should be once there is payroll tax coming in. But, because of the way the abatements are set up, we get a little bit of money because of real estate transfers, but with Intel, we have an exemption of over \$24 million on that property that we don't see, those things were negotiated beyond the school district, so, that's a lot of property that we're not going to see any kind of money from. Eventually there should be payroll and that's the compensation model they have. As for enabling growth, Dr. Wagner said It does not incentivize the school district to grow, there were just over 1,600 students, we have lost some students because of homes that have been demolished in the school district, but if we become twice that size, there's no advantage to us. But he said our role and responsibility is to be reactive to the community. So, if there needs to be more rooftops, then we will respond accordingly. We have a plan in the school district that we can nearly triple the size of enrollment and to do that, we would need a new high school, a new elementary school and then we have to reconfigure the whole school district. That would be about \$100 million in capital expenses to do the high school and elementary. The board of education is very conservative, and we have a little bit of construction money available but nowhere near anything like that. So we would have to put a plan together.

He said regarding the pre-annexation agreement, they would want to have some discussions, he has been open with the Dunn family, sixteen acres would be wonderful, but it is not enough, they would need closer to thirty in order to put a campus together. He said he does agree with the pre-annexation, it would be very good discussion to start laying out all these things. Dr. Wagner said residential housing, whether it's a single family home or apartments, typically have generated about 0.8 to 1.2 students per household. That data needs to be updated because things have changed, they are watching Leafy Dell with and the 72 to 74 unit apartment complex coming in there at some point, they have some modeling, but will need to know a lot more. Also possible, the 1,200 units at the Gateway project, a possible 60-70 students, because of the way the units were constructed as smaller, targeted for young professionals.

It was stated that if anyone would like a copy of the plan presented, they can email the clerk of council.

### 3. Eric Almendinger

- Asked how many different price points would there be and where would they be at?

Mr. Kinzelman said he thinks it will be a full range of price points, it could be starter homes, it could be workforce level housing, larger conventional home sites, or apartments as well, he has no idea of the mix at this time.

Mayor Hollis asked if they had a preference, which area would be phase one. Mr. Kinzelman said the top 200 acres. Ms. Shook asked if they would be open to an occupancy rate or limit for residential units, Mr. Kinzelman said yes.

Mayor Hollis called for a five-minute recess before moving on with the agenda.

## 7. Citizen comments on matters not on the agenda

### 1. Mark VanBuren

- Running for Licking County Commissioner, attended to introduce himself. He has been a township trustee for over twenty-four years in Harrison Township. In 2008 he was appointed as a county commissioner, then went back as a township trustee. He is on the Western Licking County Joint Fire District Board and the Transportation Improvement District. More information can be found on his website at [citizensforvanburen.com](http://citizensforvanburen.com) or on his Facebook.

## 8. Council Committee reports

- Design Review Board:** 3/24/26 canceled; Next 4/14/26 @ 5:30 pm council chambers
- Planning & Zoning:** Met 3/25/26; Next 4/14/26 @ 6:30 pm council chambers  
Met 3/24/26. The board removed the mural application for El Ray from the agenda, they did not show up again, if they still want the project, they will have to reapply. Approved lot splits for the city and for Granville Milling so they can fulfill their drive-through plans. The board recommended approval of the text amendment for 1159 Light Manufacturing.
- Safety & Service:** 4/7/26; Next 5/6/26 @ 5:30 pm council chambers

Discussed key fobs and entry into the building, received an update on the damaged well, discussed road repairs and future planning, discussed a DORA.

d. **Facilities Committee:** Schedule as needed

Committee continues to work on the amendment to the lease with the American Legion and hopes to have a final draft that is palatable for both, Mr. Barr said at this point we are waiting on them.

Mr. Green asked if work had begun on the CIC, Dave Delande said that the Law Directors office is working on it now. Mayor Hollis asked if they gave a timeline for completion. Mr. Delande said he would reach out to ask.

e. **Rules:** Schedule as needed

A meeting was scheduled for 5:00 pm on May 6, 2026.

f. **Greater Johnstown Park & Rec District updates**

Liaison Nicole Shook said they met on the last Thursday of the month, they are bidding for their liability insurance, talked a little about their participation in the fireworks committee, talked about their comprehensive community event planner website committee, that will be discussed more the non-profit organization meeting which meets in April. They are reviewing the community needs survey and look to schedule a work session to figure out their goals, priorities and initiatives.

9. Director Reports

a. **Service Departments:** Water, Sewer, Street, Service Director

Service Director Jack Liggett reviewed all reports which were included in the packets.

10. Tabled Legislation

a. **RESOLUTION 2026-26** RESOLUTION TO APPROVE A TEMPORARY EMPLOYMENT AGREEMENT AND TO APPOINT INTERIM CITY MANAGER

**ACTION:** Kyle Cook moved to take from the table; Jeff Barr 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**

Mayor Hollis said that originally Mr. Sheridan was hired under Management Advisory Group (MAG) as a consultant, but upon legal advice, it is better to hire him as an employee of the city, as an Interim City Manager while they continue the search. She said the temporary employment agreement attached did go through legal review. Mr. Barnard asked if they should specify a date range that would be like a handoff period when the new city manager is picked. Mr. Green said the agreement does note that Mr. Sheridan is a temporary employee of the city, intended to serve until the city's subsequent appointment of a city manager. Some discussion on the pay rate listed in the resolution, nothing was changed.

**ACTION:** Matthew Huggins moved to approve Resolution 2026-26 as written; Tiffany Hollis seconded and the vote was as follows:

**AYES:** Matthew Huggins, Don Barnard, Ryan Green, Mayor Hollis, Kyle Cook, Jeff Barr, Nicole Shook  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

11. Public Hearings of Legislation

a. **RESOLUTION 2026-27** RESOLUTION AUTHORIZING THE ACTING CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH MANAGEMENT ADVISORY GROUP LLC

Mayor Hollis said this is the contract for the city manager search, as well as consulting and advisory services. This also went through legal review. Mr. Delande will remain the designated Acting City Manager and Mr. Sheridan will be the Interim City Manager. Mr. Delande asked if Mr. Sheridan would have authority to sign contracts, Mayor Hollis said she believed so, because he would now be an employee of the city, but staff will get clarification. Ms. Shook said to be clear, this is basically like a finder's fee for MAG, for the search firm providing us with the interim manager.

**ACTION:** Ryan Green moved to approve; 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**

b. **RESOLUTION 2026-28** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION ROAD SALT CONTRACTS AWARDED IN 2026

Mr. Liggett said every year we enter into a contract so the city can bulk buy road salt with Licking County and other state agencies and hopefully get a break on price. He said last year the city used 515 tons of salt, and actually could have used more, but salt was in a shortage last year. He said the city will order 650 tons this year and get our salt temple filled back up.

**ACTION:** Nicole Shook moved to approve; Kyle Cook seconded and the vote was as follows:  
**AYES:** Nicole Shook, Matthew Huggins, Don Barnard, Ryan Green, Mayor Hollis, Kyle Cook, Jeff Barr  
**NOES:** None  
**ABSTAIN:** None

**Passed 7 - 0**

c. **ORDINANCE 02-2026** AN ORDINANCE TO AMEND CHAPTER 1187 OF THE CITY'S CODIFIED ORDINANCES Introduction

Planner Trevor Traphagen said in early February council adopted a resolution initiating this change to Chapter 1187, this is all tied to the Design Guidelines update started in 2024. This is the ordinance that will amend the codified ordinances, it will allow the Design

Review Board to review the applications they do. At the next meeting there will also be a resolution that contains the actual design guidelines document for passage. His recommendation is to adopt with a delayed effective date, so the guidelines and the accompanying ordinance are effective at the same time. Tonight is the advertised public hearing, Mayor Hollis opened the floor to any questions or comments.

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

Council vote on April 21, 2026.

## 12. Introduction of Legislation

- a. **ORDINANCE 03-2026** AN ORDINANCE AUTHORIZING THE CITY MANAGER AND THE CITY OF JOHNSTOWN, OHIO TO ACCEPT THE PUBLIC DEDICATION OF RIGHT OF WAY TO THE CITY FROM THE JOHNSTOWN LAND COMPANY II LLC.

Introduction. Dick Roggenkamp with the New Albany Company said what is before council, is two right of way deeds. When Mink Street was widened and there was an extensive and complicated agreement between Johnstown and the City of New Albany that basically made New Albany responsible for the maintenance of Mink Road. He said at the same time, we were going through a bunch of different annexations and zoning. So, this is kind of playing catchup because we could not do this earlier. Both of the right of way segments are east of Clover Valley and west of Mink Road on the north side of Green Chapel.

Second reading and vote will take place on April 21, 2026. Clerk Monroe noted their request for emergency passage to make it effective immediately, they have a closing at the end of the month. Mr. Roggenkamp said the closing is referencing a lot split for Licking Rural Electric for a new substation site, that is what is closing at the end of the month.

## 13. Other Business

1. Nicole Shook asked about the temporary land use across from Whits, she sees they are setting up camp again. She asked if they had been contacted and suggested that the temporary fencing be made to surround the work site so it doesn't fall down every five minutes. The way it was installed last time did not work. Trevor Traphagen said he would check the code but he did not think anything prevents a condition on the use application to keep the fencing staked into the ground. Mr. Traphagen said that if the city foresees this site getting utilized more over the next five to ten years, we could always adjust the code to change it from a temporary use to a permanent use. And then you could have more stringent criteria like solid opaque fencing that is permanent, along with landscape requirements.

2. Ms. Shook thanked Chief Smart and Mr. Liggett for getting the backhoe removed from Leafy Dell.

3. Ms. Shook said she was asked if the city manager reports will be added to the agenda in the future. Mr. Green said council has been getting them weekly. Mr. Sheridan said he could do a version for the public.

4. Ms. Shook thinks it is important to discuss Interim Manager and City Council goals for the next ninety days, top five priorities, not sure if it should be a work session or executive session, they should check on how to go about this. Mr. Sheridan said the more clear direction council can provided him, the better.

5. Kyle Cook said he wanted to ask council if everybody thought it would be a good idea to do an NCA in the Light Manufacturing (LM) district, on new development. Mr. Sheridan said it would make sense, he would have the law director look into it. Council direction to

have Mr. Sheridan discuss with Yaz.

6. Ryan Green said he agrees with using multiple engineers, he knows the city has had engineers submit for the RFQ. He asked if they should choose one to be the city engineer of record. Mr. Sheridan said he would suggest no, depending on the project area, they could choose one from two or three defaults. Mr. Green asked if they would proceed with interviewing the firms. Mr. Sheridan said he would suggest letting the manager narrow it down to two or three and council either accepts them or not. If they want to meet with two or three to get to know them, that would make sense. He said if he and Jack select a firm, and at some point council is not comfortable working with them, they would just need to let him know and he would find an alternative.

7. Mr. Green said they started a conversation in Safety & Service Committee on creating a DORA; the committee generally seemed to be semi-in favor of having the discussion in a broader scope and bring it to greater council to see how all felt about it. Mr. Barr said he was supportive of developing a DORA. Ms. Shook said she was supportive of it on an event basis. Mr. Cook said he would support looking into it. Mr. Barnard said he would support it on a limited basis for events. Chief Smart said for law enforcement, event basis would be his recommendation. Mayor Hollis said she thinks if they were to talk to the businesses on Main Street, they would disagree. Mr. Cook asked if all businesses with alcohol would participate, that is something to look into. Ms. Shook said maybe they do this at a workshop, do this where the public can come in and make comments, invite the businesses uptown. Businesses that do have alcohol and that don't have alcohol, which ones would allow them to come into their shop with alcohol, she said she doesn't know if the ice cream place is going to want people coming in with alcohol, she is not speaking for them, but they don't even know that would be allowed under this. Mr. Barnard said one thing they should look at is how harmful this could be to DJI (Downtown Johnstown Inc.), they get a lot of their revenue from alcohol, he believes. Mr. Green said there is opportunity to make sure they are made whole. Mr. Barr said generally speaking, it sounds like most of council is willing to develop some kind of DORA they could all be supportive of. Mr. Green said this has been vetted pretty thoroughly the last few years and he has this about three quarters of the way written out. After further discussion, council direction to send the discussion back to Safety & Service committee.

#### 14. Adjourn

**ACTION:** With no further discussion, Nicole Shook moved to adjourn; Kyle Cook 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 9:00 pm.

**Next Council Meeting April 21, 2026**