



Regular Council Meeting
Tuesday, February 2, 2021 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Invocation - Mr. Lee
4. Pledge of Allegiance
5. Swearing In - Police
6. Chief Accommodation
7. Action on Minutes
 - a. January 19, 2021
8. Citizen comments on matters not on the agenda
9. Council Committee reports
 - a. **Planning & Zoning:** Met 1/26/21 minutes draft attached; Next 2/9/21 @ 6:30 pm Hybrid
 - b. **Safety & Service:** 2/2/21; Next 3/2/21 @ 5:00 pm Hybrid
 - c. **Finance:** Met 1/19/21 updated last time, minutes draft attached; Next 2/16/21 @ 5:00 pm Hybrid
 - d. **Economic Development:** Met 1/7/21 minutes draft/update given last time; Next 2/4/21 @ 10:00 am Virtual
 - e. **Park & Rec:** Met 1/14/21 updated last time, minutes draft attached; Next 2/11/21 @ 10:00 am Virtual
10. Director Reports
 - a. Service Department: Water, Wastewater, Street
 - b. Manager
11. Tabled Legislation - N/A
12. Public Hearings of Legislation
 - a. **RESOLUTION 2021-03** A RESOLUTION TO ESTABLISH THE JOHNSTOWN EVENTS COMMITTEE.
13. Introduction of Legislation

- a. **ORDINANCE 01-2021** AN ORDINANCE AMENDING SECTION 921.06 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET WATER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN.
- b. **ORDINANCE 02-2021** AN ORDINANCE AMENDING SECTION 925.035 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET SEWER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN.
- c. **ORDINANCE 03-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS.
- d. **ORDINANCE 04-2020** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN.
- e. **ORDINANCE 05-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN.

14. Other Business

15. Adjourn

Next Council Meeting February 16, 2021



Regular Council
Tuesday, January 19, 2021 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for January 19, 2021 at 6:33 PM.

2. Roll Call

Present - Mayor Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest

Absent - None

Staff present - Jim Lenner - Village Manager, Abe Haroon - Chief of Police, Dana Steffan - Finance Director, Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Teresa Monroe - Clerk of Council

Public present - Ryan Green - Planning & Zoning Commission Chairman, Lewie Main, John Luke

3. Invocation - Ms. Hendren

4. Pledge of Allegiance

5. Action on Minutes

a. January 5, 2021

ACTION: Benjamin Lee moved to Approve; Doug Lehner seconded and all were in favor

AYES: Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest

NOES: None

ABSTAIN: None

Passed 7 - 0

6. Citizen comments on matters not on the agenda

1. Lewie Main; Cited Chapter 901.01(a) of the Village Codified Ordinances (sidewalk ordinance) and stated that the Planning and Zoning Commission gave a variance on an ordinance that is in a chapter not under the zoning code; referenced Chapter 1133.01 that Planning and Zoning Commission may authorize variances from the terms of the Zoning Ordinance, not Chapter Nine; also stated Chapter 1103.01 says that variances are subject to approval by Council, not the Planning Commission. Mr. Main said this should be reviewed and corrections made.

7. Council Committee reports

- a. **Planning & Zoning:** Met 1/12/21; Next 1/25/21 @ 6:30 pm Hybrid
Corrected that next meeting is January 26, 2021.

Variance for sidewalks on Edwards Road was approved. Approved two zoning map amendment applications, Additional conversation on the Zoning Inspector report. Set goals for 2021. Mr. Lenner added that legislation on the zoning map amendments would need to go to Council for approval.

- b. **Safety & Service:** Met 1/5/21; Next 2/2/21 @ 5:00 pm Hybrid
Updated previously.
- c. **Finance:** 1/19/21; Next 2/16/21 @ 5:00 pm Hybrid

Set goals for 2021. Reviewed Finance Director reports, Mr. Lee noted the village is in a very good financial position and he is grateful for the work that has gone into that. Reviewed budget carryover numbers and considered department and committee requests for funding on various items; one action item approved, purchase of a desktop computer for Mayor's Court. Capacity fee engineer report reviewed; committee in favor 3-0 of the recommended increase in capacity fees, legislation for agenda next meeting; in tandem, an Ordinance outlining policy on how or if we accept pre-payments for capacity connections and if we do what the "sunset" would be. Mr. Lenner updated that the State Controlling Board will hear Project Mastodon information on February 24th and the the loan application for three million dollars for the new water tower was submitted today. Committee still desires to get the local government fund formula updated.

- d. **Economic Development:** Met 1/7/21 minutes draft attached; Next 2/4/21 @ 10:00 am Virtual

Minutes provided. Ms. Robertson provided updates: one of the committee goals set was to develop a business census and Jim Lenner has created a form to be reviewed by the committee. Another goal was to help facilitate a meeting for the formation of a Chamber of Commerce, this would be something the businesses would have to do but the village could help get the meeting together. Also noted that Project Circuit has decided to pull out of conversations with the village concerning the Enterprise Center location; Mr. Lenner updated that they may be coming back around, will vet the source and follow up with committee.

- e. **Park & Rec:** Met 1/14/21; Next 2/11/21 @ 10:00 am Virtual
TAP Grant has been submitted for Raccoon Creek Park Trail. Reviewed Walk.Bike.Ohio Program being sponsored by ODOT. Reviewed and approved 2021 goals. Trailhead park project list has been submitted to Mr. Lenner and Ms. Klimchak to get monetary costs added.

8. Director Reports

- a. Finance
Dana Steffan provided her report and highlighted items within. Mr. Lee stated appreciation

for Dana with respect to the budget and her reporting. Mr. Block expressed his pride in the committee that took care of the Federal funding (CARES) the village received and the way it was used and distributed to various organizations.

b. Chief of Police

Chief Haroon reviewed his report with Council; highlighted that CAD is up and running and provided examples in his report on how it is improving many functions within the department. Jim Lenner provided an example of graphs that can be created with data from the CAD system. Village Manager and Council members thanked Chief for updating the technology, for his active role within the department, and the increase in training for the Officers.

Mr. Lenner said he has met with Deputy Chief Smart and Chief Haroon on a plan for reorganization of the police department facility; will be moving the Chief's office, lobby and securing the dispatch office.

Mr. Lenner also added that the Federal Government allowed eighty hours of COVID sick time to employees and believes that benefit expired at the end of 2020; he asked Council to consider authorizing continuation of the eighty hours of sick time to all employees that currently have not been infected with the virus; Council was supportive and there was no objection.

9. Tabled Legislation

- a. **ORDINANCE 38-2020** AN ORDINANCE ADOPTING CHAPTER 1171.04 ACCESSORY DWELLING UNITS OF THE CODIFIED ORDINANCES OF THE VILLAGE OF JOHNSTOWN, OHIO. *Introduced December 8, 2020 ~ Tabled January 5, 2021*

ACTION: Marvin Block moved to take Ordinance 38-2020 off the table; Sharon Hendren seconded and the vote was as follows:

AYES: Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher

NOES: None

ABSTAIN: None

Passed 7 - 0; Ord 38-2020 removed from the table

Mr. Block moved to approve Ordinance 38-2020.

Public Hearing: Mayor Dutcher opened the floor, there were no comments by the public.

Mr. Lee said he was not sure why this was being taken off of the table as this is still an item being discussed in Planning and Zoning, that there are several pieces with respect to accessory units in general that would affect the item specifically and he requests that the motions be withdrawn and put back on the table to allow Planning and Zoning to continue deliberation of this item rather than voting on it tonight. He added that voting in the affirmative would open the village up for some unintended consequences which is the point

of the continued conversation in Planning and Zoning and voting it down would not give a chance to fully consider the entire proposal for the Ordinance with those changes; maybe the alternative is sending it back to Planning and Zoning with some comments from Council if there are objections to certain provisions but he is not in favor of voting for this tonight.

Ms. Van Deest said her understanding also was that this was still being studied by zoning and would like to see this tabled again to let them do their work.

Ms. Robertson said she thinks at this point in time too much time is being spent on Accessory Dwelling Units (ADU) when the village has such bigger issues, the guidelines and standards need to be finished, she wants time to be focused on that; this needs to be done and move on.

Ms. Hendren said just end it.

Mayor Dutcher said if this is defeated, there is nothing to preclude Planning and Zoning from writing another ordinance and bringing that to Council but this one has issues with some of the language in it.

Mr. Lee said he understands Ms. Robertson's position however the time that Planning and Zoning has spent on this has been spent and thinks the additional discussion around accessory units etc. has validity independent of this ordinance and will be entertained one way or the other so the only other additional time that would be spent on ADU's would be if they were to have to take this back and bring it up with Planning and Zoning again, the most efficient way would be to put it back on the table unless nobody wants to entertain it whatsoever. Mr. Lee added that if this is defeated tonight and if there is any specific feedback that it be passed on to Planning and Zoning.

There was no indication of desire to withdraw the previous motions as requested and a roll call vote followed.

ACTION:	Motion on the table: Marvin Block previously moved to Approve Ordinance 38-2020; Sharon Hendren seconded and the vote was as follows:
AYES:	Carol Van Deest
NOES:	Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren
ABSTAIN:	None

Failed 1 - 6

Noted for the record: Mr. Lee prefaced his vote with the comment that he would approve it under consideration of it being tabled with further conversation in Planning and Zoning; that approving it tonight with the gaps in the current zoning code would not achieve the ends to

what this was meant to do and is voting no because of that.

10. Public Hearings of Legislation - N/A

11. Introduction of Legislation - N/A

12. Other Business

1. Mr. Main asked for an update on the 2020 Census; Mr. Lenner said the Census Bureau is reporting they will provide results as close to April 1st as possible.

2. Mr. Block said he was asked if the Johnstown celebration of city status could be combined with the dedication of the new Firehouse; Mr. Lenner said he did not have a problem with that, Mayor Dutcher previously asked about the official flag of Johnstown being unveiled at the same time. Mr. Dutcher added that many things are also so dependent on COVID

3. Ms. Hendren asked about Downtown Johnstown becoming the Chamber of Commerce. Mr. Block said we should start out seeing if we can get the businesses to participate as a new organization; Mayor Dutcher added that the business community is more than just the downtown.

4. Mr. Lee asked if there was any update on making the downtown outdoor dining more permanent, or continuing to entertain continuation of it in the spring. Mr. Lenner said it was extended into October but has expired; he can get that extended. Bailey Klimchak said she continues to follow the State Downtown Outdoor Refreshment Area (DORA) legislation.

5. Ben Lee asked for creation of a Fireworks Committee; he has helped to coordinate the Johnstown fireworks the last couple of years and the American Legion is wanting to take a step back and the village looks to take on more of an active planning role. If the formation is agreeable he asks for appointments to the committee; he sees this as a community lead and involved committee with a Council appointee. Mr. Lee asked to be on the committee to continue the work and to build on the foundation created over the last couple years. Interest will be sought and creation by legislation can be added to the next council agenda.

13. Adjourn

ACTION:	Doug Lehner moved to Adjourn; Cheryl Robertson seconded and all were in favor.
AYES:	Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest
NOES:	None
ABSTAIN:	None

Passed 7 - 0

Meeting adjourned at 7:43 p.m.

Next Council Meeting February 2, 2021



Planning & Zoning Commission
Tuesday, January 26, 2021 - 6:30 PM
MINUTES

1. Call to Order

Committee Chair Ryan Green called to order the Planning and Zoning Commission meeting for January 26, 2021 at 6:31 p.m.

2. Roll Call

Present - Chairman Ryan Green, Ron Danne, Jesse Coppel, Benjamin Lee, Jon Merriman
Absent - None

Staff present - Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Mayor Chip Dutcher - Village Council, Teresa Monroe - Clerk of Council

Public present - Kim Littleton, John Luke

3. Pledge of Allegiance

No pledge due to virtual format.

4. Public Comment

There were no comments from the public.

5. Approval of Minutes

a. January 12, 2021

ACTION: Benjamin Lee moved to Approve; Ryan Green seconded and the vote was as follows:

AYES: Ryan Green, Ron Danne, Jesse Coppel, Benjamin Lee, Jon Merriman

NOES: None

ABSTAIN: None

Passed 5 - 0

6. Design Guidelines & Standards

a. [Design Guidelines Document Draft](#)

Kim Littleton, Senior Planner with OHM Advisors was present for discussion on the draft.
Chairman Ryan Green said that right now this is a more generic document and they need

Vision Statement: The Village of Johnstown is dedicated to providing a secure community environment that fosters cultural, recreational, educational and economic opportunities while preserving our unique historical character

to work to make it a little more “Johnstown”. Bailey Klimchak asked the Commissioners to think about revising the wording of “Village” throughout the document and suggested using either city or municipality or just Johnstown as we will not be a village for much longer. She also suggested Commissioners talk about changing the wording “Historic Village Center” district to just Historic Center. Commission was in favor of removing village wording throughout the draft and just using Johnstown but chose to keep village in the district name.

Ben Lee asked if there had been any communication with the Steering Committee; Ms. Klimchak said there has not been; she will email the draft to members and ask for their comments. Mr. Lee said he would like to see more pictures of Johnstown; Mr. Littleton said some have been added but some of the building types in the draft do not currently exist in Johnstown.

Chairman Green asked if there were any comments on the draft by the public; there were none.

Commission reviewed and provided their comments through page eighteen of the draft; discussion on desired look for commercial buildings relative to the design district, parking to the rear and side of the business, green space between the storefront and the road, and building height requirements. Board members worked to streamline areas of the document that are already covered in the zoning code.

Review to continue next meeting.

Chairman Green opened again for any public comments on the draft; there were none.

7. Zoning Ordinance Draft

a. [Review Part Three, Articles 7, 8, 9](#)

Correction to the agenda noted; previous review ended with Part Two, Section Eleven. Board members began review and provided comments beginning with Part Three, Article Twelve and working through Fourteen. Bailey Klimchak said she wants to review the SR districts all together; commission agreed for review at next meeting. Ms. Klimchak to also send the proposed zoning district maps to Commissioners for their review.

8. Other Business

a. Committee Goals 2021

Bailey Klimchak provided a document that outlined Commission goals discussed at last meeting, document showed sub goals of their current work on the zoning code draft. Mr. Lee provided update to Commissioners on the Council action taken to vote down the Accessory Dwelling Unit (ADU) Ordinance sent for consideration. Commission agrees that

the currently ranked #3 goal of completing ADU zoning is a lower priority now but will be left on the list for future discussion.

Other Business

1. Ms. Klimchak said the village should be hearing from ACE Hardware very soon for an application.
2. Mr. Blair said he has an upcoming application for a lot split on North Main and a variance for two properties to share an access from North Main.

9. Adjourn

ACTION:	Ryan Green moved to Adjourn; Ron Danne seconded and all were in favor.
AYES:	Ryan Green, Ron Danne, Jesse Coppel, Benjamin Lee, Jon Merriman
NOES:	None
ABSTAIN:	None

Passed 5 - 0

Meeting adjourned at 8:28 p.m.



Finance Committee
Tuesday, January 19, 2021 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Finance Committee meeting for January 19, 2021 to order at 5:02 pm

Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
Absent - None

Staff present - Jim Lenner, Dana Steffan, Jack Liggett, Chief Haroon, Marvin Block, Bailey Klimchak, Teresa Monroe.

Public present - John Luke

2. Action on Minutes

a. December 7, 2021

ACTION: Cheryl Robertson moved to Approve; Chip Dutcher seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Goals 2021

2021 Committee Goals set as follows; not ranked in any specific order

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to \$500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

Not necessarily a goal, but desire to keep the Opioid settlement money on committee radar.

4. Bank to Book Reconciliation and Finance Director Report

a. Bank to Book Dec. 2020

Finance Director noted she identified an issue with the sweep account and provided explanation to committee; committee fine with explanation.

- b. Finance Director report
Committee review of report included with packet.

5. Finalized Carryover Balances for 2021

In the order of business, discussion switched places with agenda item 7

Finance Director reviewed spreadsheet showing funds with anticipated revenues, carryover from 2020, appropriations and projected 2021 year end balances. Projected General Fund balance for the end of 2021 is \$335,232. Noted that an Ordinance will be needed to appropriate funds in the amount of \$174,000 left in Capital Improvements for the salt temple project.

6. Cable Franchise Agreement - Spectrum response update

Received response from the Charter representative on questions asked previously, nothing more for Finance committee consideration; moved topic to Economic Development Committee if additional questions.

7. Capacity Fee Report

Jack Liggett reviewed the engineer process for analyzing capacity fees. Committee reviewed Engineer letter with recommendation on fees; recommendation is an increase in capacity fees to \$7,400 for both water and sewer; current fees are \$5,375 water and \$6,375 sewer. Discussion on timeline for plant upgrade. Discussion on timing of who would be subject to the rate change and when; staff opinion is anyone applying for tap permits after the effective date of the new ordinance.

ACTION:	Cheryl Robertson moved to Approve capacity fee increase as recommended by the engineer; \$7400 water and \$7400 sewer for a total of \$14,800; Benjamin Lee seconded and all were in favor.
AYES:	Robertson, Dutcher, Lee
NOES:	None
ABSTAIN:	None

Passed 3 - 0

Legislation introduction in two weeks.

Discussion on notification to Croton Road residents who have option to tap in to the new water line; new letter could be sent to notify of the increase effective date. Discussion on the potential for builders or residents building desiring to "pre-pay" for taps and should there be a sunset on the length of time a tap could be held. Jim Lenner to seek legal opinion from Law Director on defensibility of a sunset ordinance; Chairman Lee said both ordinances should run in tandem and the sunset ordinance should be entertained before the ordinance to raise the capacity fees to ensure they are both effective at the same

time.

8. Committee Considerations

a. **Park and Rec - Chip**

1. Pedestrian Counter
2. Trailhead Parking Lot Paving
3. Dog Park

Pedestrian Counter was budgeted previously but put off; still budgeted, Committee in favor of proceeding now with the purchase; approximately \$8,000.

Trailhead Parking Lot Paving; not budgeted at this point, discussion to take place when the East Jersey Street project happens.

Dog Park in the works through Park and Rec Committee. Licking County Park District has agreed to cover half of the Dog Park, up to \$17,000. Committee working to get accurate costs for an accurate project estimate.

b. **Mayor's Court - Chief Haroon**

1. New computer needed

Chief Haroon said the Mayor's Court Clerk has requested a new fixed desktop computer for her office, approximate cost \$1,000. The laptop previously purchased is portable for use during Mayor's Court in Council Chambers. Committee approved purchase, Finance Director to have an appropriation Ordinance for next Council meeting.

c. **Safety & Service**

1. Leafy Dell Sidewalk (from 2020)

Previous consideration in Safety and Service Committee on installing sidewalk in Leafy Dell, on Stonehedge Row Drive from the condo community to Parkdale. Mr. Lee said he added the topic just to stay on the radar as a contingency item; previous estimate approximately \$21,500.

9. Follow-Up Items

a. Audit Follow-up questions - Dana

Finance Director said audit is complete; she is not waiting on any further responses.

Mr. Lee noted the previously discussed "local government fund formula", understands there has not been movement because of Newark's veto power. Mr. Lenner said correct

and there is a new Treasurer to now bring up to speed and new people on the Budget Commission and will be a hard push this year, there has been no communication from the County Budget Commission on the request, but is still on the village radar.

- b. Franklin County "businesses" listed from Nov. Income Tax Report – Dana

Mr. Lee inquired during the Director report; Ms. Steffan still in process of follow up.

10. Other Business

CARES Funding Update: Deadlines & Additional monies – Not discussed.

Opioid Settlement Funds; update/status – Discussed during goals.

Jim Lenner said the State Controlling Board will hear village request for Project Mastodon on February 24th and the financial loan application for three million dollars for the water tower was turned in this afternoon.

Mr. Block said he has heard Coughlin may be working on the condos (in Leafy Dell) this year; if they are building condos they should be required to put in the sidewalk.

Mr. Lee said at next Finance Committee meeting he thinks a conversation is warranted around looking at Planning and Zoning funding, specifically Zoning Inspector/Code Enforcer and the full time equivalency of the job and if there is a need for funds for that position as the village grows.

11. Adjourn

ACTION:	Chip Dutcher moved to Adjourn; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 – 0 Meeting adjourned at 6:27 p.m.



Park & Rec Committee
Thursday, January 14, 2021 - 10:00 AM
MINUTES

1. Call to Order

Committee Chair Carol Van Deest called the Parks and Recreation Committee meeting for January 14, 2021 to order at 10:00 am

Members Present - Carol Van Deest, Mayor Chip Dutcher, Sharon Hendren
Absent - None

Staff present - Jim Lenner, Bailey Klimchak, Jack Liggett, Jim Blair, Marvin Block, Ben Lee, Teresa Monroe.

Public present - Dick Mosley, Richard Waugh (Both with Licking Park District)

2. Action on Minutes

a. December 10, 2020

ACTION: Chip Dutcher moved to Adopt the minutes; Sharon Hendren seconded and all were in favor.

AYES: Carol Van Deest, Chip Dutcher, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Goals 2021 Discussion

1. Apply for the 2020 Transportation Alternatives Program (TAP) grant through ODOT for Raccoon Creek Park Trail Phase I - **Grant application submitted**

2. Establish a Joint Recreation District - **Discussions in progress**

3. Continue to work on the Mastodon Preserve and the Johnstown Trailhead Park projects -**Parking lot completion, Concrete pad removal, Establish a Dog Park, Tree plantings**

4. Continue to work toward a Longwell & Miles Memorial Estate implementation plan

5. Continue discussions with JYAA about their soccer fields that are surrounded by Raccoon Creek Park (Dick Hill property) - **In Progress**

6. Pursue bike path extensions - **In preliminary discussion**

7. Pursue a Raccoon Creek path extension to Edwards Road

8. Market community assets - Parks, Trailhead

9. Walkway to Hannahs Park from US 62

a. Committee Goals

Review of goals list discussed at the previous meeting.

Committee approved Goals for 2021 as follows:

- 1. Apply for the 2020 Transportation Alternatives Program (TAP) grant through ODOT for Raccoon Creek Park Trail Phase I - Grant application submitted*
- 2. Establish a Joint Recreation District - Discussions in progress*
- 3. Continue to work on the Mastodon Preserve and the Johnstown Trailhead Park projects -Parking lot completion, Concrete pad removal, Establish a Dog Park, Tree plantings*
- 4. Continue to work toward a Longwell & Miles Memorial Estate implementation plan*
- 5. Continue discussions with JYAA about their soccer fields that are surrounded by Raccoon Creek Park (Dick Hill property) - In Progress*
- 6. Pursue bike path extensions - In preliminary discussion*
- 7. Pursue a Raccoon Creek path extension to Edwards Road*
- 8. Market community assets - Parks, Trailhead (Shared ED goal)*
- 9. Walkway to Hannahs Park from US 62*

4. Raccoon Creek Park (including TAP grant)

Grant application due January 31st, Bailey Klimchak said they are right on schedule and would like to have submitted the week of the 25th.

5. Johnstown Trailhead Park

a. Johnstown Trailhead Park Timeline

Document presented showing activity and history of projects at the Trailhead park for committee review; this document can be kept up to date and could be helpful when applying for grants to show the village has worked to make continued improvements. Bailey asked that the Babcock Foundation be added as a donor to the Shelter House. Staff will work to add project costs to the spreadsheet.

b. Pedestrian Counter

A pedestrian counter could be helpful for statistics when applying for funding; a cost of \$8,000 previously approved by Finance Committee but ultimately decided to hold off until 2021; timing of purchase will be discussed at the next Finance Committee. Ms. Van Deest thought there may be money available through the Walk.Bike.Ohio.

6. Walk.Bike.Ohio (WBO)

Bailey Klimchak provided update; Walk.Bike.Ohio is a statewide pedestrian plan that has been a two year project for ODOT and provides a road map for addressing challenges and identifying opportunities in the State. It includes an assessment of the current active transportation system and outlines some goals, strategies and action items to achieve

those goals. Ms. Klimchak shared some data, goals and strategies from the project and said this plan is good for Johnstown because we are working on the Active Transportation Plan right now and will hope to work with ODOT to address some village goals. Ms. Van Deest talked about future potential for pursuing a connection between the Commerce Park and the bike path; committee discussion continued on thoughts.

Other ideas for Trailhead Park discussed were Food Trucks, Farmers Market and Pickle Ball.

7. Mastodon Preserve

Signage identifying trails and QR readers are up. No new updates.

8. Licking County Parks - Richard Waugh

Richard Waugh provided updates: LCATS did counts on the bike path for the Licking Park District this past year; added that they could differentiate between walkers and riders. A car counter was being installed at Infirmary Mound Park, product software is Eco-Counter; could check with LCATS on the counters. Noted a new recreation preserve north and west of Johnstown on North County Line, an important bike trail connection between Delaware and Knox Counties and a wish for connecting with Johnstown in the future, not being actively pursued at this time but it is on their radar. The park district hopes to purchase 1/3 acre along Concord Road for a twelve space parking lot for the bike trail; exhibit has been sent to the property owner, waiting on response.

9. Active Transportation Plan update

Ms. Klimchak said public survey was released on the fifth, encouraged all to share to get as much feedback as possible.

10. Other Business

1. Ms. Hendren asked when the fence for the dog park would be sent out for bid; Ms. Klimchak said she and Jack Liggett would like to start getting a schedule together over the next few weeks. Mr. Liggett said engineering/design work would be needed prior to sending out for bid. Is there potential for sharing the Licking Park District plans already engineered. Mr. Liggett asked for clarification on whether or not he was to proceed with getting engineering. Mr. Waugh said the part district has specifications that are ninety percent complete and were sent to Johnstown with a preliminary estimate based on layout, he does not think much money now needs to be spent on engineering, just needs staff to get the layout finalized with exact placement and dimensions. Mr. Liggett will work to meet with staff to finalize; status report to be provided at next meeting.

11. Adjourn

ACTION: Chip Dutcher moved to Adjourn; Carol Van Deest seconded and all were in favor.

AYES: Carol Van Deest, Chip Dutcher, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 3 - 0

Vision Statement: The Village of Johnstown is dedicated to providing a secure community environment that fosters cultural, recreational, educational and economic opportunities while preserving our unique historical character

Meeting adjourned at 10:52 a.m.



Water Plant January 2021

- 1) As of January, 27th, the flow is 12.971 MG.
- 2) Worked on shut-offs.
- 3) Worked on work-orders.
- 4) Drained and cleaned out recarbonation tank.
- 5) Modified lime feed lines.
- 6) Replaced controller and electrical board on #1 lime feeder.
- 7) Hauled lime sludge from 1&2 decant tanks.

Thank you,
Terry Nichols
Water Plant Superintendent
Village of Johnstown



Sewer Plant January 2021

Total Flow - 16.66 MG

- Monthly maintenance
- Pressed biosolids
- 2020 biosolids reports
- GIS Work
- Greased mixers (SBR/Digester)
- Bulk water/sewer bills

*Rick Fitch
Chief Wastewater Operator
Sewer Plant*



Street Department Report January 2021

Westview

- Contractor is on winter break

Croton Road

- Water line is in, and the test have been submitted to masi

Street Department

- Had to fix two fire hydrants, one on woodgate was just a break away ring. The other on W coshocton and woodgate was a complete hydrant replacement
 - Put in Two new storm drains at the bike path, where the dog park parking will be
 - Hauled lime
 - Locates
 - Started hauling the concrete at the bike path
 - Started cleaning debri from storm drains around town
 - Jetted a sewer and cleaned out the roots in it on crestview drive
- Tested the tracer wire for water, storm, and sewer for the next phase of racoon creek
 - Assisted with water shut offs
 - Helped contractor with water testing on croton road

Winter plowing/salting

- Salt used 37.5 tons
- Man hours 42 hours

Michael Gutridge
Service Director Johnstown ohio



VILLAGE MANGER REPORT – 02.02.2021

GENERAL ADMINISTRATION

The office renovation is slowly coming along. The remaining items include final paint, flooring, kitchen cabinets and entry door. No completion timeline has been given.

The Mayor and I continue to participate in the COVID Defense Team meetings held by the Licking County Health Department.

Congressman Troy Balderson gave an update to the LC Chamber on January 26th. The hour-long update was very informative.

We have been told to expect a development plan for the remaining Leafy Dell condo property in the next few weeks. The property is zoned for multi-family and can allow up to 80+/- units on the 6.7-acre property. Our staff had a meeting with the developer this past week.

I expect to have the final Park District legislation to the School District next week for their action in March.

Our staff has begun writing the application for Safe Routes to School engineering funds to assist in the creation of a new plan for future infrastructure improvements.

Our 2021 Transportation Alternative Program funding application has been submitted.

CAPTIAL PROJECTS

The Croton Road waterline has undergone bacteria testing as well as pressure testing. We are waiting on the test results, but indications are the line will pass.

Jack, our engineer and I have been working on getting the loan applications finalized with Ohio EPA for the water tower and relief sewer. We've attended two meetings with EPA officials and one training.

The Village has secured up to \$50,000 (non-Village funds from LCATS) for the evaluation of signal timing and efficacy for US 62 at SR 37 and Williams Street. The funds will be used to pay for transportation professionals to evaluate and recommend the best possible utilization of the signals. I will be working with LCATS to formulate a scope and bid proposal to send to potential consultants over the next few weeks. This work is aimed to ensure our signals are operating at their most effective settings.

We have not received word (good or bad) from the State on our OPWC applications.

ECONOMIC DEVELOPMENT

The CIC met on January 28th at 5:00pm. Nothing new to report.

I attended a BRE virtual meeting with OhioPack on January 28th. It was led by Grow Licking County. Future BRE meetings include Crow Works and Atrium.

The Licking County Chamber of Commerce held their annual Groundhogs Day breakfast on Jan. 29. You can view it [here](#).

I attended the 2021 MODE (Mid Ohio Development Exchange) Annual meeting in which Grow Licking County Executive Director Nate Strum was elected President of the board.

I'd like to continue our effort to get more reliable transit options for Johnstown residents and employers. There are many businesses and governmental entities that are willing to help. This will be similar to the ITS4US grant but without the strings attached. I have a verbal commitment from a local governmental entity to pledge \$200,000 towards the effort.

The Village will be featured as a "use case" in Ohio Economic Development Association webinar in September on using water and sewer as an economic development tool. We will be highlighting our water expansion plans, creative contract with New Day Farms, partnership with Port Authority and financing mechanisms. The date is Sept 20, 2021.

The [2021 Business Census](#) is out. We have received 16 responses (79 invitations were sent). Teresa will be following up to get a larger response rate.

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-03

A RESOLUTION TO ESTABLISH THE JOHNSTOWN EVENTS COMMITTEE

Whereas, Section 7.01 of the Charter of the Village of Johnstown authorizes committees created by Council; and

Whereas, on January 19, 2021, the Village of Johnstown Council approved the formation of a committee designed to promote community events in Johnstown with local business and non-profit partnerships; and

Whereas, the Johnstown Events Committee will work with these partners to coordinate events including but not limited to the annual Fourth of July Fireworks Celebration; and

Whereas, the Village Council desires to seek out and appoint interested Council and community representatives to the committee; and

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

Section One: The Village Council herein establishes the **Johnstown Events Committee**.

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: February 2, 2021

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe
Clerk of Council

Yazan Ashrawi
Law Director

AGENDA REPORT

VILLAGE COUNCIL
FEBRUARY 2, 2021



AGENDA ITEM

Resolution 2021-03
Resolution to establish Johnstown Events Committee

PREPARER(S)

Teresa Monroe, Clerk of Council

RECOMMENDED ACTION

Proposal of committee formation at the January 19, 2021 Council meeting, members were in favor; recommend approval.

HISTORY

The American Legion desires to reduce time spent organizing the Johnstown Community Fireworks events and the Village desires to take on more of an active planning role. Councilman Benjamin Lee has worked with the Legion the last couple of years to help coordinate. The new committee will be designed to promote community events including but not limited to the annual 4th of July fireworks celebration.

SUMMARY

Authority: Village Charter Section 7.01 and approval by Council at the January 19, 2021 meeting.

Urgency: None

Relation to Other Actions: Resolution to appoint members to the committee will be introduced when those with interest are selected

FISCAL IMPACT

Current Budget: No impact

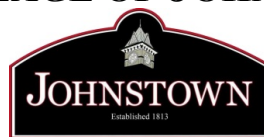
Future Budget: No impact

ADDITIONAL MATERIAL

None

ATTACHMENTS

None



ORDINANCE 01-2021

AN ORDINANCE AMENDING SECTION 921.06 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET WATER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN

WHEREAS, the Village Manager, Village Engineer, and Service Director have reviewed the utilities service rates charged by the Village of Johnstown, and has recommended an amendment to those fees; and

WHEREAS, the Council of the Village of Johnstown desires to amend these rate structures to properly provide for operations of the Water Division of the Service Department.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 921.06, "Water Tap Fee", is hereby amended as follows:

The charge to install a new water tap connecting to the water system of the Village shall be as provided by Council. The charge for installation of a water tap shall be paid to the Village in advance accompanied by such deposit as provided by the Manager. In the event the deposit is insufficient to cover the actual costs, the person requesting the tap shall pay the balance due over and above the amount deposited.

Water tap and capacity fees will be as follows:

Line Size	Tap Fee [^]	Capacity Charge* [^]
3/4"	\$375.00	\$7,400.00
1"	375.00	\$13,160.00
1 1/2"	375.00	\$29,600.00
2"	375.00	\$52,630.00
3"	375.00	\$118,410.00
4"	375.00	\$210,500.00
6"	375.00	\$473,640.00
8"	375.00	\$842,030.00

*One fifth (twenty percent) of capacity charge is for Fire Protection only.

[^] Two fifths (forty percent) of capacity and tap fee charge is for locally bonded government projects only.

Section 2. Pre-purchase of Water and Sewer Tap or Capacity Fee: As of the effective date of this ordinance, any tap or capacity permit approved must be utilized within 180 days of permit approval. If the utilization of the approved permit is more than 180 days, the difference between the original tap or capacity fee and any increase in tap or capacity fee must be paid to the Village prior to any Village inspection and/or approval of the water meter.

Section 3. Any ordinance or portion thereof in conflict with the provisions of this ordinance is hereby repealed.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance 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 VILLAGE OF JOHNSTOWN.

Date of Introduction: February 2, 2021
Public Hearing/Vote: February 15, 2021
Effective Date:

By: _____

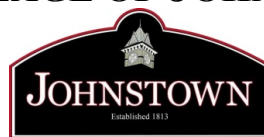
Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director



ORDINANCE 02-2021

AN ORDINANCE AMENDING SECTION 925.035 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET SEWER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN

WHEREAS, the Village Manager, Village Engineer and Service Director have reviewed the utilities service rates charged by the Village of Johnstown, and has recommended an amendment to those fees; and

WHEREAS, the Council of the Village of Johnstown desires to amend these rate structures to properly provide for operations of the Sewer Division of the Service Department.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 925.035, "Sewer Tap Fee", is hereby amended as follows:
The charge to install a new sewer tap connecting to the sewer system of the Village shall be as provided by this Ordinance. The charge of a sewer tap shall be paid to the Village in advance accompanied by such deposit as provided by this Ordinance.

Sewer tap fees based on water line size will be as follows:

Line Size	Tap Fee [^]	Capacity Charge* [^]
3/4"	\$375.00	\$7,400.00
1"	375.00	\$13,160.00
1 ½"	375.00	\$29,600.00
2"	375.00	\$52,630.00
3"	375.00	\$118,410.00
4"	375.00	\$210,500.00
6"	375.00	\$473,640.00
8"	375.00	\$842,030.00

*One fifth (twenty percent) of capacity charge is for Fire Protection only.

[^] Two fifths (forty percent) of capacity and tap fee charge is for locally bonded government projects only.

Section 2. Pre-purchase of Water and Sewer Tap or Capacity Fee: As of the effective date of this ordinance, any tap or capacity permit approved must be utilized within 180 days of permit approval. If the utilization of the approved permit is more than 180 days, the difference between the original tap or capacity fee and any increase in tap or capacity fee must be paid to the Village prior to any Village inspection and/or approval of the water meter.

Section 3. Any ordinance or portion thereof in conflict with the provisions of this ordinance is hereby repealed.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance 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 VILLAGE OF JOHNSTOWN.

Date of Introduction: February 2, 2021
Public Hearing/Vote: February 15, 2021
Effective Date:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
FEBRUARY 2, 2021



AGENDA ITEM

Ordinance 01-2021 and Ordinance 02-2021
Ordinances to increase water and sewer capacity fees in the village.

PREPARER(S)

Teresa Monroe, Clerk of Council

RECOMMENDED ACTION

Finance Committee recommended approval at their January 19, 2021 meeting.

HISTORY

The Village of Johnstown's current water and sewer capacity fees were last updated in 2015. Continuing growth and service to new customers results in decreased available capacity in the Villages water and wastewater treatment facilities resulting in the need to plan for expansion.

SUMMARY

Authority: Codified Ordinances of the Village of Johnstown

- 1) Section 921.06 Water Tap Fee
- 2) Section 925.035 Sewer Tap Fee

Urgency: None; regular Ordinance timeline

Relation to Other Actions: A "sunset" clause was added in Section 2 of both ordinances as discussed in Finance Committee. Passage by Council two weeks from this Tuesday would give this a March 18th effective date and requirement to tap by September 14, 2021 or pay the difference in the increase.

FISCAL IMPACT

Current Budget:

- 1) Water capacity fee increases to Fund 5701
- 2) Sewer capacity fees increases to Fund 5702

Future Budget: Fees collected would remain the same until next review in five years

ADDITIONAL MATERIAL

The Village Engineer has completed the evaluation of current capacity fees and recommends an increase for both water and sewer as reflected in Ordinances 01-2021 and 02-2021.

ATTACHMENTS

- 1 CT Consultants capacity update report

November 30, 2020

Mr. Jack Liggett, Assistant Manager
Village of Johnstown
599 South Main Street
Johnstown, OH 43031

Re: Water and Sewer Capacity Fee Update

Dear Mr. Liggett:

BACKGROUND

The Village of Johnstown's current water and sewer capacity fees were last update in 2015. The purpose of this study is to determine what capacity fee charges are appropriate at this time. Since 2015, growth has continued and accelerated and the available capacity in the Villages water and wastewater treatment plants, elevated water storage tanks and other capacity related facilities are being used up to serve new customers. This is resulting in the need for the Village to plan for the next incremental expansion of those facilities. This study will consider and compare the System Buy-In approach to determining capacity fees to the Marginal/Incremental Cost Method that may be more appropriate in the Village's current circumstances. The study will also compare existing and proposed capacity fees for the Village with those of other communities in the Columbus metropolitan area.

The capacity fee system includes water and wastewater facilities that are designed to meet not only current demands but also future demands. For the water utility these facilities include well fields, surface water sources, water treatment plant, 10-inch and larger water transmission and distribution mains, elevated storage tanks and booster pumping stations. For the wastewater utility these facilities include the wastewater treatment plant, 10-inch and larger sewers, lift stations and force mains.

UTILITY CAPACITY FEE APPROACHES

Utility capacity fees are also sometimes called connection charges, development charges, or tap system fees. A capacity fee is one of several charges that attempt to identify the costs associated with serving a new customer. The concept of these charges is to ensure that the new customer pays all the costs associated with becoming part of the water and wastewater systems.

Under a utility capacity fee system new system users are assessed connection charges to recover the cost of excess capacity constructed for their eventual use. This excess capacity/capability exists because engineering and economic principals lead to the building of facilities to meet current and future demands. There is no single established method for determining a price for the excess capacity/capability that is appropriate for all situations and fair to all new customers.



November 30, 2020

Mr. Jack Liggett

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There are several methods that are available. These methods are:

1. **System Buy-In.** Connection charges are designed to derive the average investment per connection equal to the equity in the system attributable to existing customers. Historical or replacement costs may be used with this method.
2. **Marginal/Incremental Cost Pricing.** Connection charges are designed to derive the marginal or incremental costs. That is the cost of providing the next unit of system expansion.
3. **Value of Service.** Connection charges are based upon the price levels established by other water and wastewater utilities, tempered by the ability of new users to pay.

System Buy-In Method

Under the system buy-in method, connection charges are based upon the “buy-in” concept in that existing customers have developed, through rates, an equity in the water and wastewater systems. To recover this equity, connection charges should be designed to derive the current value of each customer connection. The appropriate basis of the charge would be total investment less depreciation (current value), less existing bonded debt divided by number of existing customer equivalents. These are two methods of determining current value of water and wastewater system investments: original cost less depreciation (OCLD) and replacement cost new less depreciation (RCNLD). The RCNLD trended historical cost approach is considered to be the most appropriate valuation method as it gives full consideration to price level changes over time. It is noted that under this current value method, it would be necessary to revise connection charges periodically to account for construction cost escalation and depreciation.

An additional factor to consider in the determination of connection charges under the system buy-in method of existing facilities is the additional investment that can be supported from future annual net revenues to be received from the new customer. This is done by giving the new customer a credit for the portion of net revenues from water and wastewater sales that will be used to meet future debt service payment requirements. Net revenues are gross revenues from water and wastewater sales less operation and maintenance expense and routine improvements constructed from annual revenues. Application of this principal places the new customer on the same basis as old customers. Both are paying the same proportionate share of debt financing rates. Existing customers do not subsidize the new customer for the additional investment it requires. If additional bonds must be issued, all customers, old and new, share equally.

Marginal/Incremental Cost Method

This method is based on the economic principle that new system users should be responsible for the latest or next increment of costs which they cause to be incurred. Accordingly, connection charges would be designed to derive the incremental cost of system expansion or planned future improvements. If this system expansion or planned future improvements will be financed, the debt amortization should be factored into the fee calculation.



November 30, 2020

Mr. Jack Liggett

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In order to determine the true incremental cost of system expansion, it would be necessary to perform an engineering analysis to determine the specific facilities required to increase the design capacity to a specific level. These incremental costs would then be divided by the number of additional new equivalent customer units which could connect to the system as a result of the addition of these incremental facilities to determine a marginal cost-pricing connection charge.

EQUIVALENT RESIDENTIAL UNITS

The second major element of developing the utility capacity fee system is determining the number of equivalent residential units (ERU) a connection represents. An ERU is related to the standard connection used to serve a single-family residential unit. Typically such a connection consists of a 3/4-inch tap and a 5/8-inch water meter. Service connections that require larger taps and meters can be converted to a number of ERUs by applying a capacity ratio of the design capacity of a larger meter. Since the meter size is selected based upon the expected water demand from a new customer connection, it provides the best basis for comparing the relative demand that the new connection will impose on the water and wastewater.

Table No. 1 shows the capacity ratios of various sized meters to a 5/8-inch meter's capacity.

2020 PROPOSED CAPACITY FEE MODIFICATIONS

The utility capacity fee charges established by the Village of Johnstown in 2015 were based on the system buy-in method. Conditions have changed, however, since 2015. The Village of Johnstown has continued to experience significant growth and is now approaching the point at which most of the existing capacity of the water and wastewater supply and treatment systems have been consumed. The premise of the buy-in method used in 2015 was that existing customers had equity in the facilities as a result of paying water and wastewater charges over the years and that new customers needed to "buy-in" to that equity. Now that the Village is incurring major new expansion projects on both the water and wastewater side, the marginal/incremental cost method is now more appropriate.

The American Water Works Association's Manual of Water Supply Practices, Principles of Water Rates, Fees, and Charges, AWWA M1, 2000 states in part:

"The incremental cost method assigns to new development the incremental cost of system expansion needed to serve the new development. The financial objective is to provide system expansion to serve new development without an undue impact of existing user rates. Generally, this method is considered most appropriate when a significant portion of the capacity required to serve new customers must be provided by the construction of new facilities."

This is exactly the situation currently being faced by the Village of Johnstown. The Village is currently undertaking significant water distribution and wastewater collection projects at a cost of about \$4.7 million for water distribution improvements and \$2.5 million for wastewater collection improvements. Also, the Village will soon be in the planning stages to expand wastewater treatment capacity from 1 mgd to 2.4 mgd and its water supply and treatment capacity from 1 mgd to 2 mgd. The costs associated with these treatment plant expansions are estimated at \$8.4 million and \$5.0 million, respectively. In addition other, yet to be defined,



November 30, 2020

Mr. Jack Liggett

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water distribution and wastewater collection projects will be needed over the planning period as the service area continues to grow. Experience shows that, over time, the cost of water distribution and wastewater collection capacity projects tend to be about equal to the cost of the treatment plant expansions.

These projects are needed to provide service to the projected growth over the next 20 years. It is also expected that the new facilities will be financed over that same 20-year planning period. Therefore, according to the incremental cost method, the Village's utility capacity fees should be set to generate sufficient monies to amortize the debt while user charges should be sufficient to pay the water and wastewater systems' annual operation and maintenance costs.

Table No. 2 summarizes the Incremental value of water and wastewater improvements either currently being implemented or that are expected to be incurred to achieve the next economical incremental expansion of the utilities.

PROPOSED CAPACITY FEES

Sewer Fee

Based upon Ohio EPA's guidance that calls for an allowance of 400 gpd per residential equivalent connection, the added 1.2 mgd capacity would be able to provide service to an additional 3,000 ERUs.

As discussed above and summarized in Table No. 2 the Village can be expected to spend about \$20.5 million for wastewater facilities. Other than the current collection system projects and the wastewater treatment plant expansion, the cost of future collection system improvement will not occur at the beginning of the period, but rather will be spread out over the planning period. Therefore, the average amount to be financed over the planning period is projected to be \$16.0 million. The average annual debt service to finance these improvements, based on financing over 20 years at 3% interest is estimated to be about \$1,110,000.

As indicated above these improvements will provide service to 3,000 new equivalent residential units. This equates to an average of 150 new connections per year (3,000/20). Dividing the projected average annual debt service by the average number of new equivalent residential unit connections per year results in an incremental/marginal cost of approximately **\$7,400 per ERU** ($\$1,110,000/150 = \$7,400$).

Water Fee

Again using Ohio EPA's guidance that calls for an allowance of 400 gpd per residential equivalent connection, the added 1 mgd capacity would be able to provide service to an additional 2,500 ERUs

As shown in Table No. 2, the Village can expect to spend about \$16.7 million for water facilities. Other than the current water distribution system projects and the water treatment plant expansion, the cost of future distribution system improvement will not occur at the beginning of the period, but rather will be spread out over the planning period. Therefore, the average amount to be financed over the planning period is projected to be \$13.7 million. The average annual debt service to finance these improvements, based on financing over 20 years at 3% interest is estimated to be about \$921,000.



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Mr. Jack Liggett

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As indicated above these improvements will provide service to 2,500 new ERUs. This equates to an average of 125 new connections per year (2,500/20). Dividing the projected average annual debt service by the average number of new equivalent residential unit connections per year results in an incremental/marginal cost of approximately **\$7,400 per ERU** ($\$921,000/125 = \$7,368$).

Fees by Meter Size Equivalents

Table No. 3 shows the proposed capacity fees by meter size.

COMPARISON TO NEARBY UTILITIES

Table No. 4 shows the fees charged by various nearby utilities and the Village of Johnstown's existing fees for comparison purposes. Different utilities have different types of charges so for comparison purposes tap fees are included in addition to capacity fees. As can be seen in the table the proposed fee levels are in line with those charged by other area utilities. Therefore, a developer, commercial establishment, or industry looking to locate in the central Ohio area will face similar fee levels similar to those proposed for the Village of Johnstown pretty much regardless of which utility will provide service.

RECOMMENDATIONS

1. Adopt a Sewer Capacity Fee of \$7,400 per ERU
2. Adopt a Water Capacity Fee of \$7,400 per ERU

We at CT Consultants have appreciated the opportunity to assist the Village of Johnstown in evaluating and updating its utility capacity fee system. We are available to discuss the concepts used in our analysis that formed the basis for the proposed fee levels.

Respectfully,

CT Consultants, Inc.

Jay W. Shutt, P.E.
Vice President

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Table No. 1
Meter Capacity Ratio

Line Size (in)	Area (sq. in)	ERU Ratio
0.75	1.767	1.00
1	3.142	1.78
1.5	7.069	4.00
2	12.566	7.11
3	28.274	16.00
4	50.265	28.45
6	113.097	64.01
8	201.062	113.79
10	314.159	177.79
12	452.389	256.02

Table No. 2
Incremental System Improvement Value

Structures	INCREMENTAL VALUE CALCULATION			
	Year	Cost (\$)	Construction Year ENRCCI	Value @ Aug-2020 (\$)
	A	B	C	D = B
<u>Distribution System</u>				
Elevated Tank - Industrial Park West		\$ 3,050,000	11455	\$ 3,050,000
Water Main Upgrades - Industrial Park West		\$ 353,000	11455	\$ 353,000
Croton to Woodhaven Rd Main (New Day)		\$ 1,265,000	11455	\$ 1,265,000
Future Water Main Improvements		\$ 6,000,000	11455	\$ 6,000,000
Subtotal				\$ 10,668,000
<u>WTP</u>				
Expand to 2 MGD		\$ 6,000,000	11455	\$ 6,000,000
Subtotal				\$ 6,000,000
WATER SYSTEM INCREMENTAL VALUE	2020			\$16,668,000
<u>Sewer System</u>				
SS Improvements - Industrial Park West		\$ 977,000	11455	\$ 977,000
Jersey Sewer		\$ 1,400,000	11455	\$ 1,400,000
Valley View Sewer		\$ 100,000	11455	\$ 100,000
Future SS Improvements		\$ 9,000,000	11455	\$ 9,000,000
Subtotal				\$ 11,477,000
<u>WWTP</u>				
Expand to 2.4 MGD		\$ 9,000,000	11455	\$ 9,000,000
Subtotal				\$ 9,000,000
SEWER SYSTEM INCREMENTAL VALUE	2020			\$20,477,000

1. Preliminary review of both WTP and WWTP expansions found that both plants are well positioned for relatively economical expansions to significantly increase treatment capacity.
2. The economical incremental expansion for WTP is 1 MGD and for WWTP is 1.2 MGD
3. Currently identified and in process water distribution system and sewer collection system improvements are listed.
4. Experience shows that, over time, water distribution system and sewer collection system capacity related improvements will cost approximately as much as the treatment plant expansions.

Table No. 3
Proposed Capacity Fees by Meter Size

Water Capacity Fees			
Line Size (in)	Area (sq. in)	ERU Ratio	ERU Fee
0.75	1.767	1.00	\$ 7,400
1	3.142	1.78	\$ 13,160
1.5	7.069	4.00	\$ 29,600
2	12.566	7.11	\$ 52,630
3	28.274	16.00	\$ 118,410
4	50.265	28.45	\$ 210,500
6	113.097	64.01	\$ 473,640
8	201.062	113.79	\$ 842,030

Sewer Capacity Fees			
Line Size (in)	Area (sq. in)	ERU Ratio	ERU Fee
0.75	1.767	1.00	\$ 7,400
1	3.142	1.78	\$ 13,160
1.5	7.069	4.00	\$ 29,600
2	12.566	7.11	\$ 52,630
3	28.274	16.00	\$ 118,410
4	50.265	28.45	\$ 210,500
6	113.097	64.01	\$ 473,640
8	201.062	113.79	\$ 842,030

Table No. 4
Capacity Fee Comparison to Other Central Ohio Water & Sewer Utilities

	Johnstown		Delaware Co	Sunbury	Southwest Licking	Delaware	Gahanna	Columbus	Dublin	New Albany	Granville	Newark
	Proposed	Existing										
Water	\$ 7,400	\$ 5,375	\$ 8,910	\$ 8,910	\$ 5,746	\$ 6,350	\$ 4,786	\$ 3,202	\$3,943	\$ 2,973	\$ 2,596	\$ 2,785
Sewer	\$ 7,400	\$ 6,375	\$ 8,100	\$ 8,027	\$ 7,178	\$ 5,385	\$ 7,427	\$ 6,279	\$5,404	\$ 4,696	\$ 3,952	\$ 1,398
Total	\$ 14,800	\$ 11,750	\$ 17,010	\$ 16,937	\$ 12,924	\$ 11,735	\$12,213	\$ 9,481	\$9,347	\$ 7,669	\$ 6,548	\$ 4,183

Johnstown	Water	3/4" Tap fee: \$375, Capacity fee: \$5000 existing
	Sewer	3/4" Tap fee: \$375, Capacity fee: \$6000 existing
Delaware Co	Water	3/4" Capacity fee: \$8050, Meter fee: \$850, Membership Fee: \$10 (DELCO Water)
	Sewer	Single family residential capacity fee \$8100. Additional capacity fee surcharges apply in various subareas of the sewer district..
Sunbury	Water	3/4" Capacity fee: \$8050, Meter fee: \$850, Membership Fee: \$10 (DELCO Water)
	Sewer	3/4" Capacity fee: \$8027
SW Licking	Water	3/4" and 1" Residential, includes: tap fee, water meter fee, fire protection fee, fire protection meter fee, capacity fee, line fee
	Sewer	3/4" and 1" Residential, includes: tap fee and capacity fee
City of Delaware	Water	3/4" Tap fee: \$700, Capacity fee: \$5650
	Sewer	3/4" Capacity fee: \$5385
Gahanna	Water	3/4" Tap fee: \$770, Capacity fee: \$1593, Meter Fee: \$323, Front Footage: \$30/PLF (assumed 70ft)
	Sewer	3/4" Capacity fee: \$5327, Front Footage: \$30/PLF (assumed 70ft)
City of Columbus	Water	3/4" Capacity fee: \$1345, Meter Fee: \$317, Front Footage Fee: \$22/PLF (assumed 70 ft)
	Sewer	3/4" Capacity fee: \$3044, Front Footage Fee: \$45/PLF (assumed 70 ft)
Dublin	Water	3/4" Dublin Capacity fee: \$1890, Columbus Capacity fee: \$1749, Meter fee: \$304
	Sewer	3/4" Lateral fee: \$150, Dublin Capacity fee: \$2210, Columbus Capacity fee: \$3044
New Albany	Water	3/4" Tap fee: \$175, New Albany Capacity fee: \$1049.40, Columbus Capacity fee: \$1749
	Sewer	3/4" Base fee: \$130, New Albany Capacity fee: \$1522, Columbus Capacity fee: \$3044
Granville	Water	3/4" Tap fee: \$500, Capacity fee: \$2096
	Sewer	3/4" Tap fee: \$500, Capacity fee: \$3452
Newark	Water	3/4" Tap fee: \$1860, Capacity fee: \$925
	Sewer	3/4" Capacity fee: \$1398

VILLAGE OF JOHNSTOWN



ORDINANCE 03-2021

AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown does hereby desire to amend its appropriations to pay for Salt storage building, which was previously approved in Ordinance 09-2020 and appropriated in 2020. The remaining balance on the building outstanding as of 12/31/2020 is \$175,000, which needs to be appropriated in the current year; and

WHEREAS, the Council of the Village of Johnstown does hereby desire to amend its appropriations to pay for a new desktop computer for Mayor's Court use (\$1,000); and

WHEREAS, the net effect on the finances of all Funds of the Village of Johnstown will be **\$176,000** to the negative, and the Fund balances are sufficient to cover these appropriations.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio, as follows:

Section One. That the appropriations for the Capital Improvements & Mayor's Court Computer Funds that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Appropriation for Capital Improvements Fund

Capital Outlay	\$	175,000.00
NET EFFECT on Capital Improvements Fund (decrease)	\$	175,000.00

Appropriation for Mayor's Court Computer Fund

Supplies & Materials	\$	1,000.00
NET EFFECT on Mayor's Court Computer Fund (decrease)	\$	1,000.00

Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance 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 VILLAGE OF JOHNSTOWN.

Date of Introduction: February 2, 2021
Public Hearing/Vote: February 16, 2021
Effective Date:

Ord 03-2021

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

DRAFT



ORDINANCE 04-2020

AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN

WHEREAS, on January 12, 2021 the Planning and Zoning Commission held a public hearing on the requested zoning map amendment; and

WHEREAS, on January 12, 2021 by a 5-0 vote, the Johnstown Planning and Zoning Commission approved for Village Council consideration an amendment to the official Zoning Map; and

WHEREAS, the Planning and Zoning Commission requests that Village Council consider the Zoning Map change as described; and

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF JOHNSTOWN, COUNTY OF LICKING, STATE OF OHIO, A MAJORITY OF THE MEMBERS CONCURRING THAT:

Section 1. Parcel numbers 053-181716-01.000 and 053-181716-00.000 (West Coshocton Street) are hereby changed from Urban Residential (UR-1) to Village Commercial (VC) on the official Zoning Map of the Village of Johnstown.

Section 4. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village 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 for the VILLAGE OF JOHNSTOWN

Date of Introduction: February 2, 2021

Public Hearing/Vote: February 16, 2021

Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
FEBRUARY 2, 2021



AGENDA ITEM

Zoning Map Amendment - West Coshocton Street

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The applicant requested a rezoning of two properties located on US 62. 361 W. Coshocton Street is .34 acres and 373 W. Coshocton Street is .59 acres for a total of .93 acres. Both parcels are currently being used as residential lots. In 2019, the Village approved a map amendment that rezoned the property directly west of 373 W. Coshocton Street to Village Commercial. This lot is now the location of the new nursing home. The Future Land Use Map, adopted in 2020, also identifies these two parcels as Central Business. In the 2020 FLUM, Village Commercial was renamed Central Business to coincide with the Zoning Ordinance update currently being worked on by the Commission.

SUMMARY

Authority: Village Ordinances, Section 1135.03

Urgency: None

Relation to Other Actions: No further actions

FISCAL IMPACT

No impact on budget

ADDITIONAL MATERIAL

The following factors were considered by Planning and Zoning:

1. Relationship of the amendment to public health, safety and general welfare.
2. Compatibility of the proposed amendment to adjacent land use, adjacent zoning and to appropriate plans for the area.
3. Effects of the proposed amendment on access and traffic flow.
4. The relationship of topography to the use intended or to its implications.
5. Relationship of the proposed use to the adequacy of available services and to general expansion plans.

ATTACHMENTS

1. Map amendment application with map of property

VILLAGE OF JOHNSTOWN



ORDINANCE 05-2021

AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN

WHEREAS, on January 12, 2021 the Planning and Zoning Commission held a public hearing on the requested zoning map amendment; and

WHEREAS, on January 12, 2021 by a 5-0 vote, the Johnstown Planning and Zoning Commission approved for Village Council consideration an amendment to the official Zoning Map; and

WHEREAS, the Planning and Zoning Commission requests that Village Council consider the Zoning Map change as described; and

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF JOHNSTOWN, COUNTY OF LICKING, STATE OF OHIO, A MAJORITY OF THE MEMBERS CONCURRING THAT:

Section 1. Parcel number 053-176256-00.000 (Johnstown Utica Road) are hereby changed from Light Manufacturing (LM) to General Community Commercial (GCC-2) on the official Zoning Map of the Village of Johnstown.

Section 4. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village 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 for the VILLAGE OF JOHNSTOWN

Date of Introduction: February 2, 2021
Public Hearing/Vote: February 16, 2021
Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
FEBRUARY 2, 2021



AGENDA ITEM

Zoning Map Amendment - Johnstown Utica Road

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The applicant requested a rezoning of a 1.8-acre parcel located on the north side of the Village, on US-62. The parcel is currently zoned LM and the applicant requested it be rezoned to GCC-2. The parcel currently holds a variety of uses including: personal and business storage units, and a residential house. The Future Land Use Map, adopted in 2020, identifies the land as LM but the contiguous properties north on US 62 have been identified as Commercial.

SUMMARY

Authority: Village Ordinances, Section 1135.03

Urgency: None

Relation to Other Actions: No further actions

FISCAL IMPACT

No impact on budget

ADDITIONAL MATERIAL

The following factors were considered by Planning and Zoning:

1. Relationship of the amendment to public health, safety and general welfare.
2. Compatibility of the proposed amendment to adjacent land use, adjacent zoning and to appropriate plans for the area.
3. Effects of the proposed amendment on access and traffic flow.
4. The relationship of topography to the use intended or to its implications.
5. Relationship of the proposed use to the adequacy of available services and to general expansion plans.

ATTACHMENTS

1. Map amendment application with map of property