



Regular Council Meeting
Tuesday, February 16, 2021 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Invocation - Mayor Dutcher
4. Pledge of Allegiance
5. Action on Minutes
 - a. February 2, 2021
6. Citizen comments on matters not on the agenda
7. Council Committee reports
 - a. **Planning & Zoning:** Met 2/9/21 Special (minutes draft attached) and 2/9/21 Regular; Next 2/23/21 @ 6:30 pm Hybrid
 - b. **Safety & Service:** Met 2/2/21 updated last time, draft minutes attached; Next 3/2/21 @ 5:00 pm Hybrid
 - c. **Finance:** 2/16/21; Next 3/16/21 @ 5:00 pm Hybrid
 - d. **Economic Development:** 2/4/21 cancelled; Next 3/4/21 @ 10:00 am Virtual
 - e. **Park & Rec:** Met 2/11/21 minutes draft attached; Next 3/11/21 @ 10:00 am Virtual
8. Director Reports
 - a. Chief of Police
 - b. Finance Director
9. Tabled Legislation - N/A
10. Public Hearings 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. *Introduced February 2, 2021*
 - 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. *Introduced February 2, 2021*

- 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. *Introduced February 2, 2021*
- d. **ORDINANCE 04-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN. *Introduced February 2, 2021*
- e. **ORDINANCE 05-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN. *Introduced February 2, 2021*
- f. **RESOLUTION 2021-04** AN ORDINANCE AUTHORIZING THE VILLAGE PLANNER TO APPLY FOR SAFE ROUTES TO SCHOOLS TRAVEL PLAN DEVELOPMENT ASSISTANCE THROUGH THE OHIO DEPARTMENT OF TRANSPORTATION.
- g. **RESOLUTION 2021-05** A RESOLUTION APPOINTING MEMBERS TO THE JOHNSTOWN EVENTS COMMITTEE.

11. Introduction of Legislation

- a. **ORDINANCE 06-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS.
- b. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN.

12. Other Business

13. Adjourn

Next Council Meeting March 2, 2021



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

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for February 2, 2021 at 6:33 PM.

2. Roll Call

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

Absent - None

Staff present - Jim Lenner - Village Manager, Jack Liggett - Assistant Village Manager, Abe Haroon - Chief of Police, Dana Steffan - Finance Director, Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Police Officers and Staff of Johnstown Police Department, Teresa Monroe - Clerk of Council

Public present - Hayden Kandel and family, Gary Hargraves Jr. and family, Ryan Green, John Luke, Ruth Ann Booher

3. Invocation - Mr. Lee

4. Pledge of Allegiance

5. Swearing In - Police

Gary Hargraves took the oath of office administered by Mayor Chip Dutcher and was sworn in as a full time Police Officer for the Village of Johnstown.

6. Chief Accommodation

Chief of Police Haroon presented a Chief's Accommodation and recognized Hayden Kandel for his courage and heroism when he placed himself in harms way to aide in the welfare of a Johnstown resident who he believed was being mauled by a dog. Mr. Kandel sustained substantial injuries when the dog turned on him; he likely limited further injury and danger to another.

7. Action on Minutes

a. January 19, 2021

ACTION: Benjamin Lee moved to Approve; Doug Lehner seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 - 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

8. Citizen comments on matters not on the agenda
There were no comments from the public.
9. Council Committee reports
 - a. **Planning & Zoning:** Met 1/26/21 minutes draft sent out; Next 2/9/21 @ 6:30 pm Hybrid
Review of the Design Guidelines draft document, Kim Littleton with OHM attended.
Continued review of the Zoning Ordinance draft. An official appeal hearing will be held at the February 9th meeting and there are many applications scheduled for the February 23rd meeting.
 - b. **Safety & Service:** 2/2/21; Next 3/2/21 @ 5:00 pm Hybrid
Met with AEP representatives on village lighting; questions answered and proposal given to committee, representatives will return to the March 2nd meeting for further discussion.
Request to remove some parking on E. Pratt Street was approved; legislation will be on an upcoming agenda. Updates given on village projects. Discussion on department security upgrades, waiting on estimates.
 - c. **Finance:** Met 1/19/21 updated last time, minutes draft sent out; Next 2/16/21 @ 5:00 pm Hybrid
No new updates
 - d. **Economic Development:** Met 1/7/21 minutes draft/update given last time; Next 2/4/21 @ 10:00 am Virtual
Decision to cancel the February 4th meeting.
 - e. **Park & Rec:** Met 1/14/21 updated last time, minutes draft attached; Next 2/11/21 @ 10:00 am Virtual
No new updates.
10. Director Reports
 - a. Service Department: Water, Wastewater, Street
Jack Liggett provided project updates:

Croton Road Water Line is one bacteria test away from having substantial completion of the project and fulfilling the village obligation to New Day Farms.

South Oregon Phase III project; working to get easements, hopeful for bidding out on February 19th.

Jersey Street Relief Sewer project; hoping to bid at the end of this month, potential for delay due to loan application but working hard to ensure that doesn't happen.

Added that once the Croton Road water line is complete, the village will be eligible for the \$60,000 early completion bonus.

Water Tower; lot being surveyed, would like that project bid either the end of this month or beginning of March.

Mr. Liggett reviewed the Department Director reports for Water, Sewer and Streets.

b. Manager

Jim Lenner highlighted items within his report. The ITS4US grant was not received, Mr. Lenner asked to gauge Council interest in continuing the discussion of reliable transportation options for Johnstown residents and employers; tech, corporate and institutional partners still want to see this go forward. Johnstown has been asked to continue leading the conversation which would take staff time; \$200,000 from a government agency is pledged to help run a test pilot project. LCATS would hold the technology once developed; would like to have the pilot up and running by summer. Mr. Lenner reviewed transit route recommendations that could get employees to Johnstown businesses from other areas; this would expand Licking County Transit's routes. Partners will be Johnstown, New Albany, LCATS and Licking County Transit. Ms. Robertson said this is good for Economic Development and in the long run will be a wise decision; continued discussion and Council approval of continuing pursuit of this project.

11. Tabled Legislation - N/A

12. Public Hearings of Legislation

a. **RESOLUTION 2021-03** A RESOLUTION TO ESTABLISH THE JOHNSTOWN EVENTS COMMITTEE.

This formalizes a committee to standardize community events, primarily the village Fourth of July fireworks and festivals and could also help as liaison for other events.

Public Hearing: There were no comments from the public.

Mr. Block said he would like to see the committee opened to the community for appointments; his ideas are Downtown Johnstown, the American Legion, the Fire Department, downtown business people, the Historical Society, CCL and the school; noted this could be the beginning of getting a Chamber of Commerce started.

Passage of this legislation establishes the committee and Council will work to seek out those interested in appointment.

ACTION: Benjamin Lee moved to Approve; Sharon Hendren seconded and the vote was as follows:

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

NOES: None

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

ABSTAIN: None

Passed 7 - 0

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.

This is an Ordinance to increase water capacity fees charged by the Village of Johnstown as recommended by the Village Engineer.

Mr. Lenner said Ordinances 01-2021 and 02-2021 are introductions; these affect new construction only, language includes a sunset clause requiring usage of the tap within 180 days - only affects taps purchased between passage and effective date (thirty days). Builders will be notified of the increased rate and effective date.

Mr. Block asked how long it had been since the last increase and if the Croton Road residents would be notified. Mr. Lenner said five years since last increase and at that time the village did not raise them to the full engineer recommendation; and yes the residents on Croton Road will be notified after passage.

Public Hearing and vote February 16, 2021

- 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.

This is an Ordinance to increase sewer capacity fees charged by the Village of Johnstown as recommended by the Village Engineer.

Same comments in Ordinance 01-2021 apply.

Public Hearing and vote February 16, 2021

- 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.

This is appropriation of funds for the salt storage building and a computer for Mayor's Court.

Finance Director Dana Steffan said the salt storage building was previously approved in Ordinance 09-2020 and appropriated in 2020, there is a remaining balance outstanding this

year to be paid in the amount of \$175,000, this was not included in the 2021 budget but there are funds, it was bonded and the money is available. The Mayor's Court computer will be paid from the fund that collects Mayor's Court fines; there is enough money in the fund to pay for this computer.

Public Hearing and vote February 16, 2021

- d. **ORDINANCE 04-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN.

Village Planner Bailey Klimchak said this is forwarded to Council from Planning and Zoning; it is a rezoning of two properties on West Coshocton Street and the owner has requested rezoning to Village Commercial which is the same zoning as the neighboring nursing home property; the rezoning would follow along with the Village Future Land Use Plan.

Public Hearing and vote February 16, 2021

- e. **ORDINANCE 05-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN.

Village Planner Bailey Klimchak said this ordinance also was forwarded to Council by Planning and Zoning; this is a map change for a parcel located North of the village on US 62, the applicant has requested the parcel be rezoned to Commercial which also follows along with the Village Future Land Use Plan.

Public Hearing and vote February 16, 2021

14. Other Business

1. Bailey Klimchak said the TAP application for the development of trails in Raccoon Creek Park has been submitted.
2. Mr. Lenner asked if there was any update on Tree City status; Ms. Klimchak said she may not be the first to hear, a letter may be sent to the Mayor.
3. Mr. Lee provided an update on the work by the Planning and Zoning Commission on the Design Guidelines and said Ms. Robertson previously asked the difference between guidelines and standards, there has been discussion on a recommendation to change "guidelines" to "requirements" and how best to do that. Ms. Robertson thanked Mr. Lee for his follow up with the Law Director; she would like to have requirements, not just guidelines which a builder would not necessarily be required to follow.

15. Adjourn

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

ACTION: Cheryl Robertson moved to Adjourn; Sharon Hendren 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 7:36 p.m.

Next Council Meeting February 16, 2021



Special Planning & Zoning Commission
Tuesday, February 9, 2021 - 5:30 PM
MINUTES

1. Call to Order

Committee Chair Ryan Green called to order the Special Planning and Zoning Commission meeting for February 9, 2021 at 5:37 p.m.

2. Roll Call

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

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

Public present - Kim Littleton - OHM Advisors

Pledge of Allegiance

Public Comments: None

3. Work Session: Design Regulations

Commissioners worked to continue edits of the Design Regulations draft document. Discussion and decision to remove duplicated sections already covered in the zoning code but keeping the good graphics to incorporate into the new code; Kim Littleton to forward images to Bailey. Discussion and edits to the section on the Design Review Board; decision to change term to two years. Edits to Design Plan Approval section.

a. [Design Review Districts & Standards - Draft document](#)

Commissioners resumed review and edits to the Zoning Code draft. Discussion on Article 15, Development standards for Suburban Residential Districts and review of the new zoning map; it was noted that the new SR-3 district is the former UR-2. In the interest of time, Ms. Klimchak requested not to finish the SR districts tonight but for Commissioners to review the SR districts, the UR district and old Village Residential district and compare them for conversation on development standards at upcoming meetings.

4. Other Business

No further business.

5. 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

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

	Merriman
NOES:	None
ABSTAIN:	None

Passed 5 - 0

Meeting adjourned at 6:12 p.m.



Park & Rec Committee
Thursday, February 11, 2021 - 10:00 AM
MINUTES

1. Call to Order

Committee Chair Carol Van Deest called the Parks and Recreation Committee meeting for February 11, 2021 to order at 10:02 a.m.

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

Staff present - Jim Lenner, Bailey Klimchak, Jack Liggett, Cheryl Robertson, Jim Blair, Teresa Monroe.

Public present -Richard Waugh - Licking Park District, Dick Mosley - Licking Park District

2. Action on Minutes

a. January 14, 2021

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

AYES: Carol Van Deest, Chip Dutcher, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 3 - 0

3. NatureWorks Grant (Bailey)

Bailey Klimchak said the Nature Works Grant will be available this year, deadline is June 1, 2021; committee to discuss any upcoming projects that would qualify. Ms. Klimchak said ODNR awards by county and it looks like Licking County has \$59,000 available; Nature Works has a required match of twenty five percent from the municipality. The village can apply for up to a seventy five percent reimbursement grant for acquisition, development or rehabilitation of public park and recreation areas; all of the village park lands would qualify. Money is granted for construction (brick and mortar) and not

2021 Committee Goals

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

engineering; Ideas put forth as follows:

- 1) Restroom project at Hannahs Park (Richard Waugh to get cost estimates)
- 2) Trailhead parking lot paving
- 3) Basketball or Pickleball courts

4. Raccoon Creek Park/TAP Grant (Bailey)

Ms. Klimchak said the application has been submitted; review in February and will likely be awarded in March.

5. Johnstown Trailhead Park

a. Trailhead Park Timeline - Project Cost Updates to spreadsheet (Bailey)

Project document presented with some updated costs; staff working to continue updates.

b. Pedestrian Counter - Progress toward purchase update

Finance Committee budgeted \$8,000; pedestrian counter quote provided by LCATS who would use Eco-counter software for data retrieval, waiting on LCATS assessment of the software before purchasing the counter.

c. Dog Park Parking Lot - Drainage update (Jack)

Jack Liggett said drainage has been installed; an eight inch tile and a drop structure have been put in, still need to add fill dirt when it is decided what elevation it needs to be brought up to. Some further discussion on drainage throughout the park; Mayor Dutcher noted large pot holes on Jersey Street at the Trailhead Park entrance.

d. Concrete Removal - Update (Jack)

Jack Liggett said concrete is about sixty percent removed; will resume when weather improves.

Update that the dead trees along bike path have been removed; \$7,000 paid from 2021 Tree Commission funds.

6. Licking Park District - Richard Waugh

Richard Waugh said he has met with Jack and Bailey to discuss the Dog Park quote, they are in the process of getting a site layout to include lengths and placement so the construction can be put out to bid.

No response yet from property owners regarding the Concord Road parking lot.

7. Other Business

1. Mr. Blair said he has a boy scout interested in an Eagle Scout project; he wants to build and donate a bench for the mastodon path and would also like to build and put up bat houses in the trees. He will have more information in about six weeks.

2. Active Transportation Plan; Ms. Klimchak said survey closed this week, she will be

discussing results with LCATS to determine next steps.

3. Johnstown has received Tree City status for 2020; Ms. Klimchak has prepared a public release.

4. Committee to continue thoughts on a design for Hannahs Park walkway design; budget can be discussed with Finance Committee.

5. Next meeting is March 11, 2021

8. Adjourn

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

AYES: Carol Van Deest, Chip Dutcher, Sharon Hendren

NOES: None

ABSTAIN: None

Passed 3 - 0

Meeting adjourned at 10:31 a.m.



1813

JOHNSTOWN POLICE DEPARTMENT



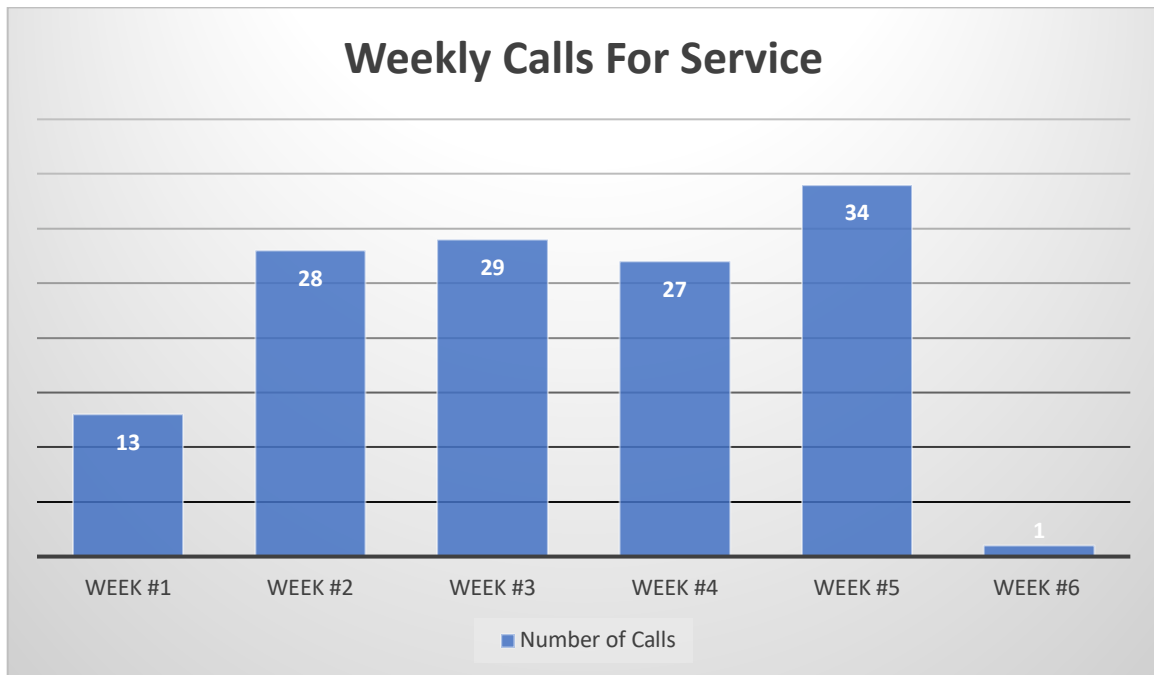
REPORT

CHIEF'S

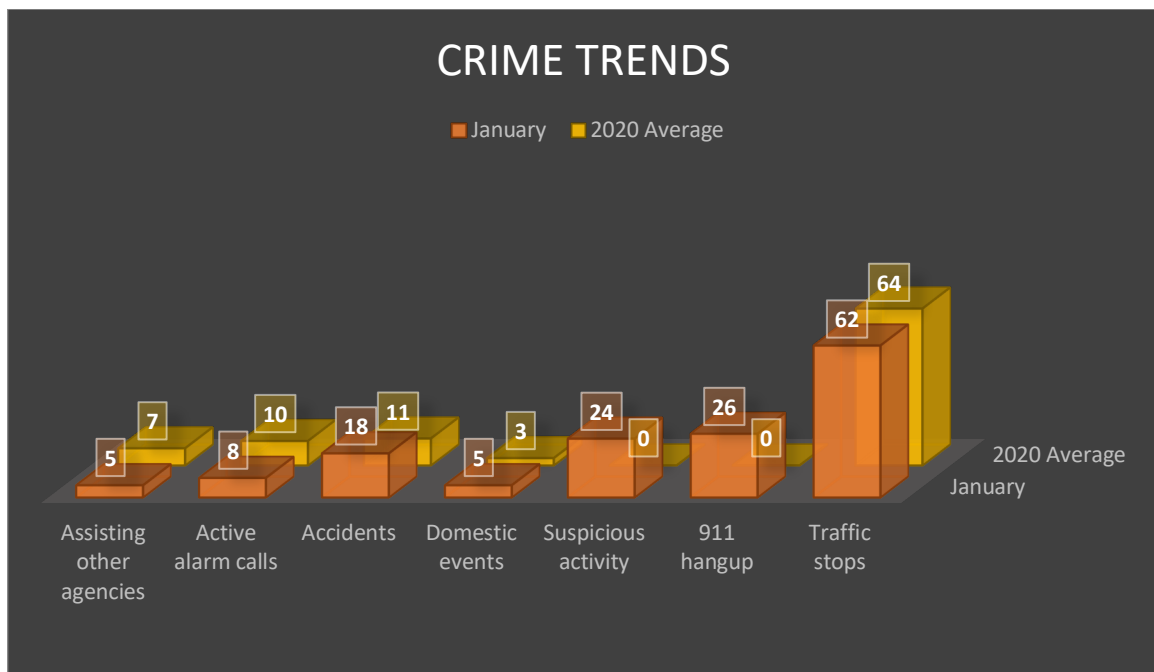
WELCOMES YOU
Established 1813

JANUARY 2021

CRIME STATISTICS



- 132 CALLS FOR SERVICE
- 23 OTHER OFFICER ACTIVITIES
- 155 TOTAL ACTIVITIES
- 2054 ACTIVE MINUTES ON SERVICE CALLS (BETA, ESTIMATED)
- 13.25 MINUTES AVERAGE PER AN EVENT (BETA, ESTIMATED)



JOHNSTOWN

Calls for Service: 01/01/2021 Through 01/31/2021

10-ASSIST OTHER UNIT	5
12B-BURGLARY ALARM	8
2-NON INJURY ACCIDENT	18
20-DOMESTIC	1
20A- ACTIVE DOMESTIC	2
20V-VERBAL DOMESTIC	2
60-SUSPICIOUS PERSON	12
60A-SUSPICIOUS VEHICLE	13
91-911 HANGUP	11
91A-911 MISDIAL	15
TRAFFIC STOP	62
Total	149

TRAINING

Officers attended Below 100. This training focused on influencing law enforcement culture by providing innovative training and awareness, through presentations, social media, and webinars. Officers at the Johnstown Police Department were provided the identifying leading causes of line of duty deaths and injuries, and were provided current trends, and preventable outcomes to aid in lowering such tragedies.

This training was performed by Officer Justin Hibbitt of the Westerville Police Department. Officer Hibbitt presented the training free of charge.



In addition to Below 100, officers completed 1-hour and 30-minute in active shooter training online through Police One. Total, officers received 5-hours and 30-minutes of training individually in the month of January 2021.

STAFF

Officer Hargraves started his Field Training Program on February 1st, 2021. Chief Haroon anticipates that he will complete the program in an accelerated manner. Officer Hargraves comes with 17-years of law enforcement experience.



Dispatcher Mankins will be released from the training program on the 28th of February 2021. She has shown an aptitude and willingness to learn. Mankins started in early January and will complete an eight-week training program.

All officers have been offered a COVID vaccine. 43% of the police staff partook in the vaccine program, have received their initial vaccine, and have their second dose scheduled for the week of the 15th (February).

JPD still has a single police officer opening. Currently, six candidates are in the background process.

MEDIA / SOCIAL MEDIA:

Facebook (January 13th – February 9th)

People reached: 7,408
Post engagements: 3,261
Page likes: 46
Page Followers: 47

Down 71% from December 2020
Down 66% from December 2020
Down 6% from December 2020
Down 4% from December 2020



Chief Haroon discussing an event that happened near Lewis Drive.



Chief Haroon discussing officer vaccinations concerns.

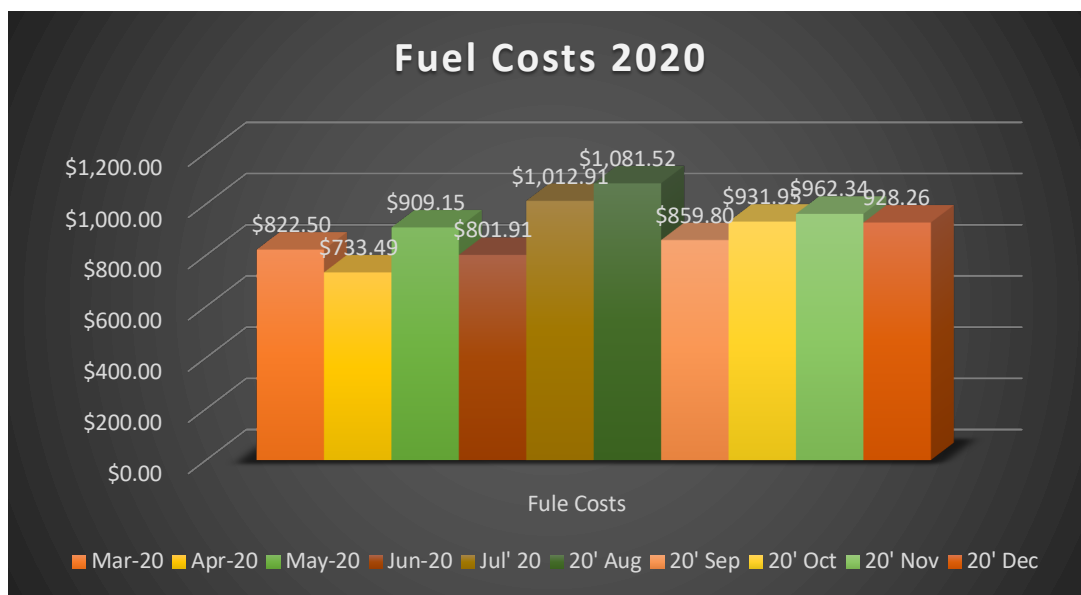
FLEET

497.43 gallons of gasoline were used during January. Chief Haroon is focusing on limiting vehicles running while not in use. Currently, Chief Haroon does not believe that this area is abused.

Officers drove a total of 3,922 miles (excluding administrators) within Johnstown in the month of January. This following information is in beta and is predominantly accurate.

Car #3 was placed out-of-service for safety reasons. The fleet is operating with one less patrol car at this time. Once full staffing levels have been reached, one vehicle will be run with three officers assigned to it, meaning that one patrol car will be are 24-hours at a time (in some instances).

FUEL COST



Fuel costs have remained consistent over the course of the last 10-months in 2020. I anticipate a slight rise in fuel costs in 2021.

OTHER NEWS

Speed trailer is having issues with retrieving data. The last three speed studies have had corrupt data and are not able to be analyzed.

Chief Haroon presented an amendment to ordinance 25-2020 to Finance Committee

Chief Haroon presented a request to replace car #3 to the Finance Committee

Chief Haroon presented a request to modify the lobby area of the police department to the Finance Committee

Chief Haroon is analyzing new body cam systems for the department. Chief Haroon is anticipating that some grants will be available for this program in the upcoming months.



Chief Haroon is preparing to purchase new radio systems for the police cruisers

-End of Report-

Prepared by:

A handwritten signature in blue ink, appearing to read 'Ibrahim Y. Haroon', written over a horizontal line.

Chief Ibrahim Y. Haroon, MBA CLEE



**Finance Director's Report to Council
February 16th, 2021**

1. Tax Revenue. Total Income Tax revenue collected during January 2021 was \$150,195. This represents 6.6% of 2021 Budgeted Income Tax revenue of \$2,270,400, and a 2.4% increase from 2020 January collections.

The largest source of the Village's income tax revenue, withholding taxes derived from individuals working in Johnstown, increased 1.4% while individual returns decreased 10.4%, and business net profits increased by 55.9% as compared to January 2020.

The table below illustrates the Village's January income tax revenue from 2017 through 2021:

	2017	2018	2019	2020	2021
Withholding	\$ 68,525	\$ 78,201	\$ 93,690	\$ 90,126	\$ 91,369
Individual	\$ 49,046	\$ 74,186	\$ 56,032	\$ 44,244	\$ 39,625
Net Profit	\$ 22,365	\$ 8,785	\$ 25,541	\$ 12,320	\$ 19,201
Total	\$ 139,936	\$ 161,172	\$ 175,264	\$ 146,690	\$ 150,195

Withholding taxes have increased every year from 2015-2019 with the exception of 2020 and 2021; this can be attributed to an increase in the number of jobs and increased pay rates in Johnstown. The January 2021 collections are holding steady with the past two years.

Individual income tax collections for January are at the lowest point in the past 5 years. It is too soon to tell, however, if this will bear a negative impact overall for this category of collections. I will be monitoring this line closely in the first quarter of 2021.

The **2020 Net Profit** revenue is up compared to 2020. Atrium is reporting a \$9,300 increase over prior YTD net income. Other businesses' variants in net income are small.

2. Revenues and Expenditures. See attached spreadsheets for 2021 year-to-date revenue collections and expenditures.

Notes on Revenue:

General Fund, Real Estate Tax – Taxes are distributed from the County in March and October.

Water/Sewer Improvements Funds have each collected just shy of 30% of their respective budgets due to eighteen (18) new homes permitted in January. Each new build home brings in \$5,000 into the Water Improvements Fund, and \$6,000 into the Sewer Improvements Fund.

Notes on Expense:

General Fund, Public Health will be paid with the Property tax distributions in March and October.

General Fund, Administration is 12.5% spent due to a \$10,000 payment for the full deductible on a legal matter and \$11,300 spent on a life insurance premium (annual payment).

General Fund, Finance Department is 19.8% spent due to the annual SSI support fees being paid in January.

Capital Projects is 15% spent for a large payment on the Salt storage building in January.

3. 2020 Financial Statements are due to the State Auditor by the end of February. I am working hard to compile and submit the reports on time.
4. Biennial Audit. The next audit will be performed in 2022 and will cover years 2020-2021.
5. Property & Casualty Insurance. I am working with MVP insurance agency to provide additional coverage quotes for the Village. More details on that will be coming in the forthcoming weeks.

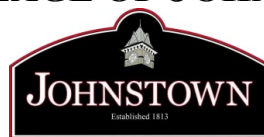
Respectfully Submitted,

Dana Steffan, CPA
Finance & Human Resources Director

	A	B	C	D	E	J
1	Village of Johnstown Financial Report Revenues					
2						
3						
4						
5	as of	1/31/2021				
6				2021	Actual	
7	A/C	Sub-Fund		Expected Revenues	Revenues	
8	1000	Real Estate Tax		\$ 265,000	\$ -	0.00%
9	1000	Income Tax		\$ 2,270,400	\$ 150,195	6.62%
10	1000	Shared Taxes		\$ 90,300	\$ 5,106	5.65%
11	1000	Charges for Services		\$ 150	\$ 10	6.67%
12	1000	Permits, Fines, & Licenses		\$ 228,700	\$ 13,874	6.07%
13	1000	Interest		\$ 25,000	\$ 1,501	6.01%
14	1000	Miscellaneous		\$ 28,000	\$ 56	0.20%
15	1000	Other Financing Sources		\$ -		
16	1000	Total General Fund		\$ 2,907,550	\$ 170,744	5.87%
17						
18	2011	Total Street Construction & Repair		\$ 462,810	\$ 26,810	5.79%
19						
20	2021	State Highway & Improvement		\$ 23,940	\$ 2,331	9.74%
21						
24	2901	Mayor's Court - Computer		\$ 1,000	\$ 100	10.00%
25						
26	2906	Restricted Police Grants		\$ 2,000	\$ -	0.00%
27						
28	2907	Right-of-Way Fund		\$ 30,000	\$ -	0.00%
29						
32	5101	Water Operating		\$ 639,750	\$ 52,421	8.19%
33						
34	5201	Sewer Operating		\$ 833,750	\$ 58,281	6.99%
35						
36	5701	Water Replacements & Improvements		\$ 308,000	\$ 90,651	29.43%
37						
38	5702	Sewer Replacements & Improvements		\$ 370,000	\$ 109,382	29.56%
39						
40	5721	Water Debt Service		\$ 430,000	\$ 40,534	9.43%
41						
42	5722	Sewer Debt Service		\$ 414,000	\$ 32,994	7.97%
43						
44	5781	Enterprise Deposit		\$ 40,500	\$ 8,488	20.96%
45						
48	9904	Mayor's Court		\$ 80,000	\$ 5,456	6.82%
49						
50		TOTAL ALL FUNDS		\$ 6,543,300	\$ 598,192	9.14%

	A	B	C	D	E	J
1	Village of Johnstown Financial Report					
2						
3	Expenditures					
4						
5	<i>as of</i>	<i>1/31/2021</i>				
6				2021	Actual	
7	A/C	Sub-Fund		Appropriations	Expenditures	
8	110	Police		\$ 1,223,922	\$ 109,741	8.97%
9	130	Street Lighting		\$ 65,000	\$ 5,297	8.15%
10	210	Public Health		\$ 19,500	\$ -	0.00%
11	310	Recreation Department		\$ 21,950	\$ 703	3.20%
12	410	Zoning		\$ 154,382	\$ 13,752	8.91%
13	490	Economic Development		\$ 42,000	\$ -	0.00%
14	710	Administration		\$ 512,091	\$ 64,049	12.51%
15	715	Legislative Activities		\$ 63,665	\$ 1,933	3.04%
16	720	Mayors Court		\$ 95,513	\$ 7,591	7.95%
17	725	Finance Department		\$ 84,301	\$ 16,648	19.75%
18	730	Lands & Buildings		\$ 88,200	\$ 2,287	2.59%
19	740	County Auditor (Property Tax Collection)		\$ 6,000	\$ -	0.00%
20	745	State Auditor		\$ -	\$ -	#DIV/0!
21	755/760	Income Tax Administration		\$ 72,000	\$ 4,478	6.22%
22		Other Uses of Funds & Transfers		\$ 716,900	\$ 45,059	6.29%
23	1000	Total General Fund		\$ 3,165,424	\$ 271,536	8.58%
24						
25		Street Maintenance & Repair				
26		Street Cleaning, Snow Removal				
27		Traffic Signs & Signals				
28		Sidewalks (Capital outlay)				
29	2011	Total Street Construction & Repair		\$ 482,013	\$ 31,540	6.54%
30						
31		State Highway Maintenance				
32		Street Cleaning, Snow & Removal				
33		Traffic Signs & Signals				
34	2021	State Highway & Improvement		\$ 22,500	\$ 638	2.84%
35						
42	2901	Mayor's Court Computer		\$ -	\$ -	#DIV/0!
43						
46	2903	Budget Stabilization Fund		\$ 60,000	\$ -	0.00%
47						
50	2905	Leafy Dell Traffic Improvement Fund		\$ 10,000	\$ -	0.00%
51						
52	2906	Restricted Police Grant Fund		\$ -	\$ -	#DIV/0!
53						
54	2907	Right of Way Fund		\$ 6,000	\$ -	0.00%
55						
58	3101	Debt Service Fund		\$ 490,000	\$ -	0.00%
59						

	A	B	C	D	E	J
1	Village of Johnstown Financial Report					
2						
3	Expenditures					
4						
5	<i>as of</i>	<i>1/31/2021</i>				
6				2021	Actual	
7	A/C	Sub-Fund		Appropriations	Expenditures	
60	4901	Capital Projects		\$ 1,123,509	\$ 168,617	15.01%
61						
62	4902	Capital Projects - US62		\$ 153,400	\$ -	0.00%
63						
64	5101	Water Operating		\$ 770,503	\$ 47,590	6.18%
65						
66	5201	Sewer Operating		\$ 942,929	\$ 57,509	6.10%
67						
68	5701	Water Replacements & Improvements		\$ 4,452,623	\$ 371,243	8.34%
69						
70	5702	Sewer Replacements & Improvements		\$ 2,603,320	\$ 2,358	0.09%
71						
72	5721	Water Debt Service		\$ 396,600	\$ -	0.00%
73						
74	5722	Sewer Debt Service		\$ 481,500	\$ -	0.00%
75						
76	5781	Enterprise Deposit		\$ 36,000	\$ 3,501	9.73%
77						
80	9904	Mayor's Court		\$ 85,000	\$ 8,078	9.50%
81						
82		TOTAL ALL FUNDS		\$ 15,281,322	\$ 967,096	6.33%



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 16, 2021

Effective Date:

By: _____

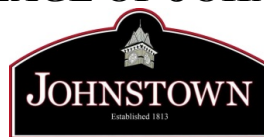
Chip Dutcher, Mayor

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 16, 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
Ordinance s 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.



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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,



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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 04-2021

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 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 2. 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



RESOLUTION 2021-04

**AN ORDINANCE AUTHORIZING THE VILLAGE PLANNER TO APPLY FOR
SAFE ROUTES TO SCHOOLS TRAVEL PLAN DEVELOPMENT ASSISTANCE
THROUGH THE OHIO DEPARTMENT OF TRANSPORTATION**

The following is a Resolution enacted by the Village of Johnstown of Licking County Ohio, hereinafter referred to as the LPA, in the matter of the stated described project.

WHEREAS, the United States Congress has set aside monies for Safe Routes to School Projects, hereinafter SRTS Funds, through the State of Ohio, Department of Transportation; and

WHEREAS, Applicants can apply for SRTS Funds and be selected for funding by the State of Ohio, Department of Transportation; and

WHEREAS, the School Travel Plan, hereinafter referred to as the Project, is an activity eligible to receive federal transportation funding; 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. The LPA hereby authorizes the Village Planner to prepare and execute on behalf of the LPA an application for SRTS School Travel Plan Development for the stated described project and to submit same to the State of Ohio, Department of Transportation.

Section 2. If awarded the project, no funding will be reimbursed to applicants for School Travel Plan Development. Applicants will be asked to provide information, develop a team, and work with ODOT on plan development. The LPA further agrees to pay One Hundred Percent (100%) of the cost over and above the work provided by the State of Ohio, Department of Transportation.

Section 3. Upon completion of the described Project, the Applicant shall:

- Provide completed School Travel Plan with adequate community endorsements.

Section 4. If the application is approved for the STP Development the Village Planner is hereby empowered on behalf of the LPA to enter into a contract with the Director of the Ohio Department of Transportation necessary to complete the above described project.

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

By: _____

Chip Dutcher, Mayor

Res 2021-04

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
FEBRUARY 16, 2021



AGENDA ITEM

Resolution 2021-04

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The Village has had many discussions on improving the walking and active transportation environment for people of all ages around the community. The Safety and Service Committee as well as Village administration believes that updating the Safe Routes to Schools Travel Plan, last updated in 2017, will help address some of the challenges in our current system. An updated travel plan will allow the Village to apply for construction dollars to complete needed updates to things like sidewalks and multi-use paths that help children travel to and from school. The Safe Routes to School Travel Plan Development Assistance grant is through ODOT and will connect with Village with an ODOT consultant to develop a new travel plan. If the Village receives the grant, the update will be paid for by ODOT. ODOT requires a resolution from Village Council in order to submit the grant. The grant is due on March 5th.

SUMMARY

Authority: Village of Johnstown Charter

Urgency: Needs to be done before March 5th in order to apply for SRTS Grant

Relation to Other Actions: Will allow staff to submit an application for Safe Routes to School Travel Plan Development Assistance to ODOT

FISCAL IMPACT

If the Village receives the grant, it will allow us to develop a Safe Routes to School Travel Plan at no cost

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-05

A RESOLUTION APPOINTING MEMBERS TO THE JOHNSTOWN EVENTS COMMITTEE

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

Whereas, on February 2, 2021, the Village of Johnstown Council passed Resolution 2021-03 establishing the Johnstown Events Committee; and

Whereas, Section 7.02 of the Charter of the Village of Johnstown governs general committee rules; and

Whereas, Johnstown Village Council desires to determine composition, term and appointments 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 Johnstown Village Council herein appoints members to the **Johnstown Events Committee** as follows:

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 16, 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 16, 2021



AGENDA ITEM

Resolution 2021-05

PREPARER(S)

Teresa Monroe, Clerk of Council

RECOMMENDED ACTION

Name desired appointees and terms and Approve

HISTORY

Committee established by Council Resolution 2021-03

SUMMARY

Authority: Village of Johnstown Charter Section 7

Urgency: Not urgent

Relation to Other Actions: None

FISCAL IMPACT

None

VILLAGE OF JOHNSTOWN



ORDINANCE 06-2021

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 purchase a new Geographic Information System (GIS) mapping computer for the Right of Way Program (\$3,000); and

WHEREAS, the net effect on the finances of all Funds of the Village of Johnstown will be **\$3,000** to the negative, and the Fund balance is sufficient to cover this appropriation.

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 Right of Way Fund that was 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 Right of Way Fund

Capital Outlay		\$	3,000.00
NET EFFECT on Right of Way Fund	(decrease)	\$	3,000.00

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 16, 2021

Public Hearing/Vote: March 2, 2021

Effective Date:

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



ORDINANCE 07-2021

AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN

WHEREAS, Section 3.01 of the Village Charter provides Council with the power to set forth wage and salary structures for all classified and unclassified positions within the Village;

WHEREAS, Council has determined, upon recommendation of the Village Manager, that the wage and salary structures should be adopted by Ordinance;

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

Section One. That wage and salary structures for employees is hereby adopted as follows:

DEPARTMENT/POSITION	Hourly/Salary	Minimum	Maximum
Administrative			
Village Manager	Contract		
Assistant Village Manager	Salary	58,200.00	114,900.00
Administrative Assistant—part time	Hourly	13.50	21.00
Executive Assistant	Hourly	15.00	24.00
Clerk of Council	Hourly	15.00	24.15
Finance Department			
Finance Director	Salary	55,000.00	108,700.00
Account Payable Clerk—part time	Hourly	13.50	20.00
Utility Billing Clerk—part time	Hourly	13.50	20.00
Development Department			
Economic Development Director	Salary	55,000.00	108,700.00
Planner	Salary	48,000.00	78,900.00
Zoning Inspector—part time	Hourly	13.50	21.00
Human Resources			
Human Resources Director	Salary	55,000.00	108,700.00
Police Department			
Chief	Salary	55,000.00	108,700.00
Deputy Chief	Salary	48,000.00	78,900.00
Sergeant	Hourly	29.80	34.73
Patrolman—full time	Hourly	20.48	31.12
Patrolman—part time	Hourly	20.48	31.12
Dispatcher—full time	Hourly	14.50	23.00

Dispatcher—part time	Hourly	14.50	18.50
Mayors Court Clerk	Hourly	15.00	24.00
Public Service Department			
Public Service Director	Salary	55,000.00	108,700.00
Chief Wastewater Operator	Hourly	21.00	34.50
Chief Water Operator	Hourly	21.00	34.50
Utility Operator Class III	Hourly	19.00	31.00
Utility Operator Class II	Hourly	16.50	28.50
Utility Operator Class I	Hourly	14.50	26.50
Utility Laborer	Hourly	16.00	23.00
Utility Laborer – part time	Hourly	15.50	18.50

Section Two. The Village Manager has the authority to establish a pay rate and change an employee's compensation within the wage structure based upon Village Finances, an employee's level of education and performance, attendance, certification/licensure, knowledge, skills and abilities, variety and scope of responsibilities, physical and mental demands and other such attributes the Village Manager considers necessary for the position.

Section Three. All prior legislations, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereof.

Section Four. It is found and determined that all formal actions of 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 are 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.

By: _____

Introduction/First Reading: February 16, 2021

Public Hearing/Vote: March 2, 2021

Effective Date:

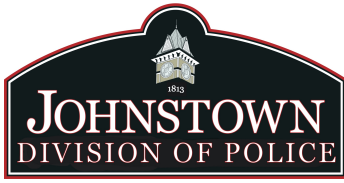
Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



Date: Friday, February 5, 2021

To: Honorable Members of Johnstown Village Council

Prepared and submitted by: Chief Ibrahim Y. Haroon

Re: Request of Amendment to Ordinance 25-2020

Members,

This document outlines my recommended adjustments to Ordinance 25-2020. A review of last year's passage yielded that all staff members (except for the sergeants) of the Johnstown Police Department did not receive an increase to their maximum and minimum rate of pay. The maximum and minimum rate has remained as it was reflected in 2020.

To stay competitive among other Licking County law enforcement agencies, I politely request that all Johnstown Police Department members (except for the sergeants) receive a stepped increase of 19.60% over three years. The following three-year term mirrors that of the current 25-2020 ordinance.

The following proposal will not impact the municipality monetarily in 2021, and as a matter of fact, will save the municipality capital (\$7,612.80 estimated two supervisors). In 2022, the municipality will likely see an estimated \$332.80 (two supervisors) in Police Department salaries.

The attached amended version (in red) of 25-2020 reflects an adjustment of 5% for two consecutive years and a market increase for 2023. The following compounded percentages result in a 19.60% increase over the maximum 2020 salary rate of \$26.02.

Example:

Police officer top-out:

2020: \$26.02	(previous year)
2021: \$27.32	(with 5% over 2020)
2022: \$28.69	(with 5% over 2021)
2023: \$31.12	(with 8.5% over 2022)

\$26.02 to \$31.12 = 19.60% increase



Another significant change is the pay rate to supervisors (sergeants). To alleviate compounding percentages over time, I recommend that a sergeant earn \$7,500 over an officer's highest rate (\$31.12). Once established, this will remain permanently in place.

The sergeants will see a decrease under my proposal. 25-2020 shows the segreant at \$31.63/hour. I propose that the sergeants receive the following:

Sergeant top-out:

2020: \$26.02	(previous year)
2021: \$29.80	(with 5% over 2020, with a decrease of an estimated \$3,806.40 over ordinance 25-2020)
2022: \$31.71	(with 5% over 2021, with an increase of an estimated \$166.40 over ordinance 25-2020)
2023: \$34.73	(with 9.5% over 2022, with an increase of an estimated \$6,448.00 over ordinance 25-2020)

In 2023, the sergeants will make \$7,500 more than an officer. Again, this figure of \$7,500 should remain in effect until otherwise discussed at a later date and time.

The following amendment to 25-2020 will save the municipality approximately \$7,612.80 in 2021. Officer's and dispatcher's rate of pay will remain the same for 2021. The current salary is based on a system of merit. Achievable salary ceilings will remain at the discretion of the Finance Director and Human Resource Director.

Should a council member have an inquiry, I am open to the dialog.

Respectfully submitted,

Ibrahim Y. Haroon, Chief of Police

Attachment: Ordinance 25-2020



Village of Johnstown
Administrative Offices
www.johnstownohio.org

VILLAGE OF JOHNSTOWN



ORDINANCE 25-2020

599 S. Main Street
Johnstown, Ohio 43031
Telephone: 740-967-3177
Fax: 740-967-6415

AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN

WHEREAS, Section 3.01 of the Village Charter provides Council with the power to set forth wage and salary structures for all classified and unclassified positions within the Village;

WHEREAS, Council has determined, upon recommendation of the Village Manager, that the wage and salary structures should be adopted by Ordinance;

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

Section One. That wage and salary structures for employees is hereby adopted as follows:

DEPARTMENT/POSITION	Hourly/Salary	Minimum	Maximum
Administrative			
Village Manager	Contract		
Assistant Village Manager	Salary	58,200.00	114,900.00
Administrative Assistant—part time	Hourly	13.50	21.00
Executive Assistant	Hourly	15.00	24.00
Clerk of Council	Hourly	15.00	24.00
Finance Department			
Finance Director	Salary	55,000.00	108,700.00
Account Payable Clerk—part time	Hourly	13.50	20.00
Utility Billing Clerk—part time	Hourly	13.50	20.00
Development Department			
Economic Development Director	Salary	55,000.00	108,700.00
Planner	Salary	48,000.00	78,900.00
Zoning Inspector—part time	Hourly	13.50	21.00
Human Resources			
Human Resources Director	Salary	55,000.00	108,700.00
Police Department			
Chief	Salary	55,000.00	108,700.00
Deputy Chief	Salary	48,000.00	78,900.00
Sergeant	Hourly	31.63 → 29.80	31.63 → 34.73
Patrolman—full time	Hourly	16.50 → 20.48	26.02 → 31.12
Patrolman—part time	Hourly	15.50 → 20.48	21.00 → 31.12
Dispatcher—full time	Hourly	14.00 → 14.50	20.00 → 23.00



Dispatcher—part time	Hourly	13.50 → 14.50	17.50 → 18.50
Mayors Court Clerk	Hourly	14.00 → 15.00	23.00 → 24.00
Public Service Department			
Public Service Director	Salary	55,000.00	108,700.00
Chief Wastewater Operator	Hourly	21.00	34.50
Chief Water Operator	Hourly	21.00	34.50
Utility Operator Class III	Hourly	19.00	31.00
Utility Operator Class II	Hourly	16.50	28.50
Utility Operator Class I	Hourly	14.50	26.50
Utility Laborer	Hourly	16.00	23.00
Utility Laborer – part time	Hourly	15.50	18.50

Section Two. The Village Manager has the authority to establish a pay rate and change an employee's compensation within the wage structure based upon Village Finances, an employee's level of education and performance, attendance, certification/licensure, knowledge, skills and abilities, variety and scope of responsibilities, physical and mental demands and other such attributes the Village Manager considers necessary for the position.

Section Three. All prior legislations, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereof.

Section Four. It is found and determined that all formal actions of 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 are 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.

By: _____

Introduction/First Reading: August 18, 2020

Public Hearing/Vote: September 1, 2020

Effective Date:

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director