



Regular Council
Tuesday, April 6, 2021 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for April 6, 2021 at 6:35 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, Jack Liggett - Assistant 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 - Kevin Looker, John Luke

3. Invocation - Mayor Dutcher

Mayor Dutcher began with a moment of silence for Chief Baum and the Newark Police.

4. Pledge of Allegiance

5. Action on Minutes

a. March 16, 2021

ACTION: Marvin Block moved to Approve; Doug Lehner seconded and the vote was as follows:

AYES: Mayor 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

- Kevin Looker - on behalf of 145 Pratt St. LLC
Received a zoning violation notice; said notice cites zoning ordinances dated in 2013, they bought the property in 2003, asked about gravel parking lot being grandfathered.

Village Planner Bailey Klimchak said complaints have been received about multiple properties in the Light Manufacturing area not being up to code and notices have been sent out. Some discussion on the history of the property, semi-truck parking, gravel and dust, and maintenance of the easement. Mr. Lenner said he understands the question,

cannot be solved tonight, will need to discuss further with staff and will be in touch.

7. Council Committee reports

- a. **Planning & Zoning:** Met 3/23/21 draft minutes in packet. 3/30/21 Special meeting Cancelled; Next 4/13/21 @ 6:30 pm Hybrid

On the 23rd the Planning Commission released their decision on an appeal case heard earlier in the year; had an application for a sign variance that was tabled then withdrawn by the applicant; had a preliminary plat application for the buildout of Concord East, lots of conversation and some questions for staff and village attorney, that application also tabled. Reviewed two chapters in the new zoning ordinance; special meeting was rescheduled for April 8th to talk about the design standards.

Mr. Block commented on the preliminary plat plan; said he hopes that zoning will take into account that the original plan was platted out in 2005 and never filed with the county (the final), never paid taxes like Pulte did, then part was sold to 84 Lumber, they say this is the original plat plan but 4,700 truckloads of dirt have been dumped in there, there is wetland and a broken sewer that wasn't fixed. Mr. Block said; they want us to plat that off so it can sell and leave us with the problem, has also been partners with Jonathan Wilcox before. Mr. Lenner said staff had a brief conversation with the Law Director and is still working on pulling some records then those comments can be addressed because there is confusion.

- b. **Safety & Service:** 4/6/21; Next 5/4/21 @ 5:00 pm Hybrid

Third discussion with representatives from AEP on their proposal for purchase of the village lighting system to convert it to LED when and if their tariff is approved by the PUCO; this will be last discussion until June at the earliest. Staff to circle back on what information is needed to bring all up to speed on the financials to understand ROI and move forward with a staff recommendation when appropriate. Updates given on construction projects and project awards.

Marvin Block summarized numbers provided by AEP in their presentation and said he thinks they need to analyze it more and possibly get another bid. Mayor Dutcher said it needs more study.

- c. **Finance:** Met 3/16/21 Regular & 3/24/21 Special, draft minutes in packet; Next 4/20/21 @ 5:00 pm Hybrid

March 16th meeting updated previously. 24th Special meeting to review the East Jersey Street funding application options and the notes on the federal relief funding. Decision to move forward with submitting East Jersey Street through the small cities application for this year to hopefully get some additional project funding. Also discussed the Mobility Hub concept and voted 3-0 in favor of funding the \$20,000 to move forward with getting a consultant to help put the project together; money to come from the American Relief Funds via the Budget Stabilization Fund to start until Federal funds are in hand.

- d. **Economic Development:** Met 4/1/21 draft minutes in packet; Next 5/6/21 @ 10:00 am Virtual

Discussion on the Community Improvement Corporation (CIC) and the degree of separation between the village and the CIC. Ms. Robertson updated that the CIC is looking

to start an Incubator for new and developing companies, discussed starting virtually, highlighted first steps conversation. Added that it will take some time but worth it to get new companies to build their businesses, this helps the village with its revenue stream so more services can be provided to citizens.

- e. **Park & Rec:** Met 3/11/21 draft minutes in packet; Next 4/8/21 @ 10:00 am Virtual
Ms. Van Deest reminded members to read the Active Transportation draft included in the packet. Mr. Liggett noted the sidewalk estimates also in the packet. Mr. Block said a ten foot wide piece of stone has been offered to make an arch to go over the Hannahs Park entrance off of Coshocton Street, if the village can put pillars in to hold it, it could be installed; noted discussion on trees being planted along the sidewalk if installed and other materials available to enhance the path.
- f. **Events Committee:** Met 3/26/21 draft minutes in packet; Next 4/23/21 @ 4:30 pm Virtual
Ben Lee updated that the meeting was largely organizational; discussed additional concepts around Fourth of July event day planning and broke up some responsibilities amongst the group to have additional conversations with other groups before next meeting; all signs point to July 3rd for fireworks viewing at the high school stadium. Mr. Lee noted Amy Treciak's interest in the committee; asked for Council consideration for her official membership as a non-voting member as currently there is an odd number, then if there were to be a fifth interested person, making both voting members to keep the odd number.

Mr. Lee asked for Council consideration to include Amy Treciak in the official roster for the Events Committee.

ACTION:	Carol Van Deest moved to Approve; Mayor Dutcher 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

Mayor Dutcher updated that the Governor has approved festivals and events such as the Fourth of July Fireworks and is also changing the gathering guidance; Licking County will be providing their guidance shortly in light of the Governor's policy changes.

8. Director Reports

a. Street

Jack Liggett noted iWorQ is now being used to track hours spent on each job; graphs shown in the reports; Mr. Liggett reviewed the Street report sent out with the packet.

b. Water

Jack Liggett reviewed the report included with the packet. Added that a new water plant

employee has been hired and will be starting the 19th. Provided extra detail on the plants daily tap test results and monthly Influent numbers.

c. Wastewater

Jack Liggett reviewed the report included with the packet and the statistical graphs with info gathered from iWorQ.

d. Village Manager

Jim Lenner noted the Mobility Hub Concept is moving along, planning to get a special presentation to Council to answer any more questions. Mr. Lenner met with the consultant team who is working with Congressman Balderson to understand what he needs to make the earmark; anticipate the earmark to be no more than a million dollars, that will get us through designing and building the technology so people can get to and from their jobs, as well as the design for the Mobility Hub; then another three to four million will be needed to build the hub. Mr. Lenner said knowing Council is supportive of the idea, he asks for consideration to move forward with putting together the information needed and requested by Congressman Balderson's office.

ACTION: Cheryl Robertson moved to authorize Mr. Lenner to prepare the application and information needed for Congressman Balderson for the Mobility Hub project; Marvin Block seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 - 0

Mayor Dutcher noted that Mr. Lenner's presentation at the Balderson meeting was excellent and would like everyone on Council and others to see it and understand it; discussion on timing and format, decision that Mr. Lenner would record a presentation to send out to Council. Mr. Lenner added that based on last Finance Committee, the RFP for design concept is due by the 23rd; noted the Federal money would need to be spent by the end of next year.

Highlighted the Enterprise Center in his report included with the packet.

Ms. Robertson asked about the wellfield study, said the report received was confusing and she just wants to know if we have enough water to do everything we need to do. Mr. Liggett said the engineer reports yes, we can get two million gallons per day and the next million easily; the hydrologist to reform their letter to the village stating as such. Mr. Lenner said he has asked the engineer to update and include that in their report.

Mr. Lehner asked about the LCATS study; said citizens ask if possible to prevent semi-

trucks from making right turns at the intersection of 37/62 thus eliminating the need for the bells. Mr. Lenner said he does not know who controls the no turning movements there, assumes the village would need to work with ODOT, said he would ask the consultant to evaluate that, has a meeting with LCATS tomorrow.

9. Tabled Legislation

- a. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN. *Tabled March 2, 2021*

Legislation to remain on the table.

10. Public Hearings of Legislation

- a. **ORDINANCE 09-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This appropriates funds to hire the additional water plant operator.

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

No debate by Council.

ACTION:	Benjamin Lee moved to Approve; Doug Lehner 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
ABSTAIN:	None

Passed 7 - 0

- b. **ORDINANCE 10-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This appropriates the funds for the Dog Park; \$17,000 will come from the village matched by \$17,000 from the Licking Park District.

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

No debate by Council.

ACTION: Cheryl Robertson moved to Approve; Carol Van Deest seconded and the vote was as follows:
AYES: Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest Mayor Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 7 - 0

- c. **ORDINANCE 11-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This appropriates funds for the street projects listed in the Ordinance.

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

No debate by Council.

ACTION: Marvin Block moved to Approve; Doug Lehner seconded and the vote was as follows:
AYES: Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner
NOES: None
ABSTAIN: None

Passed 7 - 0

- d. **ORDINANCE 12-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This appropriates funds for the extra costs associated with the administration building renovation project.

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

No debate by Council.

ACTION: Benjamin Lee moved to Approve; Carol Van Deest seconded and the vote was as follows:
AYES: Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block
NOES: None
ABSTAIN: None

Passed 7 - 0

- e. **RESOLUTION 2021-09** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION ROAD SALT CONTRACTS AWARDED IN 2021

This approves village participation in ODOT's 2021 road salt contract and the purchase of 375 ton of salt.

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

Mr. Lee asked if this was any more salt than we usually get with the addition of the new salt barn. Mr. Liggett said it is more than we have gotten the last two years, but an average order.

Ms. Robertson asked if taking on State Routes 62 and 37 was taken into consideration. Mr. Liggett said as far as he could, that he expended the entire budget to buy the salt.

ACTION: Marvin Block moved to Approve; Benjamin Lee seconded and the vote was as follows:
AYES: Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee
NOES: None
ABSTAIN: None

Passed 7 - 0

- f. **RESOLUTION 2021-10** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT TO PARTICIPATE IN THE PUBLIC ENTITIES POOL (PEP) OF OHIO FOR PROPERTY AND LIABILITY INSURANCE

This authorizes the village to enter into contract to participate in the Public Entities Pool of Ohio for property and liability insurance.

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

No debate by Council.

ACTION: Doug Lehner moved to Approve; Carol Van Deest seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 - 0

- g. **RESOLUTION 2021-11** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH ELITE EXCAVATING COMPANY OF OHIO FOR THE MINK STREET/WEST JERSEY STREET RELIEF SEWER AND SR 62 SANITARY SEWER EXTENSION PROJECT

This awards the bid for the Mink Street/West Jersey Street Relief Sewer and SR 62 Sanitary Sewer Extension projects to Elite Excavating Company of Ohio. Mr. Lenner said this is the project that has the principal forgiveness and now grant associated with it. Added that all costs already paid for the project including engineering, inspection and construction administration, almost a 1.1 million dollar tab, has been submitted to the EPA for consideration of the grant.

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

No debate by Council.

ACTION: Marvin Block moved to Approve; Doug Lehner seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 7 - 0

- h. **RESOLUTION 2021-12** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH LAW GENERAL CONTRACTING FOR THE OREGON STREET RECONSTRUCTION PHASE III PROJECT

This awards the Oregon Street Reconstruction Phase Three project to Law General Contracting. Mr. Lenner said the base bid can be paid for with the funds we have. Two alternates were also provided: Alternate One improves the intersection at College and Oregon (would cost additional \$25,000) and Alternate Two is the addition of storm work at Douglas and Oregon (additional \$5,600). Mr. Lenner said if Council desires to do the entire project which includes the paving, the intersection and the drainage, we are about \$30,000 short; he said it was bid separately on purpose knowing we were going to be short on funding secured through OPWC and our cash match, if we want to do the extras, will have to figure out how to pay for it. Discussion of council and staff on details of the alternates and funding; Council in favor of completing all three.

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

No further debate by Council.

ACTION:	Doug Lehner moved to Approve Alternate One and Alternate Two; Sharon Hendren seconded and the vote was as follows:
AYES:	Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Chip Dutcher
NOES:	None
ABSTAIN:	None

Passed 7 - 0

- i. **RESOLUTION 2021-13** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH PHOENIX FABRICATORS AND ERECTORS, LLC. FOR THE ENTERPRISE WATER STORAGE TANK PROJECT

This awards the Enterprise Water Storage Tank project to Phoenix Fabricators and Erectors, LLC to begin construction of the new village water tower.

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

No debate by Council.

ACTION: Doug Lehner moved to Approve; Cheryl Robertson seconded and the vote was as follows:
AYES: Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 7 - 0

Mayor Dutcher asked when construction would start; Mr. Liggett said as soon as we get the notice to proceed, he thought within thirty days.

- j. **RESOLUTION 2021-14** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH HULL & ASSOCIATES FOR THE DESIGN OF THE US 62 / SPORTSMANS CLUB ROAD INTERSECTION IMPROVEMENTS

Mr. Lenner said the RFP was issued for design consultants for this work, potential realignment of the intersection; there were five total proposals and independent reviews came to the same conclusion, choosing Hull & Associates for the design of the US 62/Sportsmans Club Road intersection improvements.

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

No debate by Council. Mr. Lenner added that they floated the idea of a round-a-bout and thinks we will go down that path first to confirm it is viable, could be a big compliment to the east side corridor.

ACTION: Marvin Block moved to Approve; Carol Van Deest seconded and the vote was as follows:
AYES: Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner
NOES: None
ABSTAIN: None

Passed 7 - 0

11. Introduction of Legislation

- a. **ORDINANCE 13-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This appropriates funds for security expenses at the water and sewer plants. Public Hearing and vote will take place next meeting, May 4, 2021.

12. Other Business

1. Marvin Block said the parks need some fertilizer; Mr. Liggett said to his knowledge they have never been fertilized but agrees the grass is worn thin. Discussion on paying for it; conversation to continue in Parks and Rec committee Thursday. Mr. Lehner said the extra step of aerating should also be done in the fall.

2. Ms. Van Deest said the Babcock Foundation awarded lighting projects at the town hall and the library.

13. Executive Session

To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Mr. Lenner asked that he, Jack, Bailey and Dana be included.

ACTION:	Mayor Dutcher moved to enter Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiate with other political subdivisions respecting requests for economic development assistance; Doug Lehner seconded and the vote was as follows:
AYES:	Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block
NOES:	None
ABSTAIN:	None

Passed 7 - 0

Executive Session began at 8:27 pm. and ended approximately 8:55 pm. There was no action after.

14. Adjourn

ACTION: Marvin Block moved to Adjourn; Sharon Hendren seconded and all were in favor.

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

NOES: None

ABSTAIN: None

Passed 7 - 0

Meeting adjourned approximately 8:56 pm.