

**December 10, 2018**

Council President Robert Dickson called the meeting of Village Council to order in the Mayor's absence on Monday, December 10, 2018 with all members present.

Moved by Baier, second by Lyle that council dispense with the reading of the November 19, 2018 minutes and approve as distributed. Motion carried.

Visitors: Judy Beetem, Dan Beetem, Colleen Stevenson, Hallie Baker, Ken Blood

Dickson recognizes Judy Beetem for 8 years of service to the New Concord Area Arts and Recreation District upon her retirement from the director position.

## **REPORTS**

**Zoning Officer:** Zoning Officer Brent Gates gave the November report.

- 1) Reported that a new porch roof was put on 156 Montgomery.
- 2) Reported that he explained the permit process to a business entering 106 West Main Street.
- 3) Reported that he explained the permit process to a potential business interested in 27 East Main Street.

**Police Chief:** Police Chief Mindy Peck gave the November monthly report.

- 1) Reported there were 246 calls for service.
- 2) Reported that there were 18 traffic citations and 49 traffic warnings, bringing the total of citations for 2018 to 538 and the total of warnings for 2018 to 529.
- 3) Reported one warrant arrest.
- 4) Reported that the canned food drive was very successful, donating more than 1400 pounds of food to the New Concord Food Pantry.

**Fire Chief:** Fire Chief Brent Gates gave the November monthly report.

- 1) Reported that there were 65 total EMS runs for the month.
- 2) Reported that there have been 907 EMS runs year to date.
- 3) Reported that there were 23 fire runs and 7 non-emergency runs.
- 4) Reported that there have been 263 fire runs year to date.
- 5) Asked that council keep in mind that fire trucks require different insurance needs as council begins to consider new insurance.

**Fiscal Officer:** Fiscal Officer Lynn Marlatt gave the November monthly report.

- 1) Reported that the fund status is \$519,578.72.
- 2) Reported that the end of year legislation was discussed in the Finance Committee meeting.

**Village Administrator:** Village Administrator Charlotte Colley gave the November monthly report.

- Water Production for November– 7,235,900 gallons
- Wastewater Flows for November– 16,016,400 gallons

- 1) Reported that the water plant was in compliance for the month.
- 2) Reported that the operations crew will continue leaf pickup until the trucks need to be converted to handle snow and ice.
- 3) Reported that the operations crew fixed a major water break at the intersection of Main and State Route 83 but that the valve is still leaking periodically and will need to be replaced in 2019.
- 4) Reported that the Village has submitted the recertification application for Tree City USA as well as a Growth Award application.
- 5) Reported that the Main Street sidewalk replacement is complete.
- 6) Reported that the department heads are working on the 2019 budget and the staff evaluation process.

**Infrastructure Committee:** Dickson reported the committee met prior to the meeting.

- 1) Committee recommends passage of Ordinance B-12-18-1, which will make Spragg Alley a one-way street headed north. Dickson stated that the committee observed the traffic flow and believed this to be the best course of action. There will be a 30 day grace period and the committee is open to revisiting this issue if any major problems arise.
- 2) Dickson stated that the speed bump installed on Orr Alley is helping to slow drivers down.
- 3) Dickson stated that the committee supports the first reading of Ordinance D-2-18-1, which is a contract with Kimble Recycling and Disposal to be the exclusive refuse collection and disposal and curbside recycling for residential customers in the Village. Dickson stated that the committee feels that this would allow for savings for customers and would provide a recycling option for residents.

**Policy Committee:** Kerrigan reported that committee met on December 5.

- 1) Committee recommended passage of Resolution 12-18-4, which is a program to help with paperwork concerning code enforcement and zoning. Zoning Officer Brent Gates stated that he had not heard about this software prior to the meeting and felt that he should look at it before council purchases it.
- 2) Committee saw the codified ordinances that the Walter Drane Company have been working on and were pleased with the idea of empowering citizens to better understand the Village Ordinances.
- 3) Committee is working on tightening the Non-Conforming Multi-Family Rental House Permit Ordinance and will meet again on Wednesday, December 19 to further discuss.

**Finance Committee:** Stevic reported that the committee met at 12:30 PM.

- 1) Committee recommends passage of Resolutions 12-18-1, 12-18-2, 12-18-3, 12-18-6, and Ordinance F-12-18-1, which are financial housekeeping items for the end of the year and allowing for payments while the committee is working on the 2019 budget.

- 2) Committee recommends passage of Resolution 12-18-7 and Ordinance E-12-18-1, which will allow the Village to hire a plant operator to fill a vacancy at the water/sewer plant.
- 3) Committee recommended that Resolution 12-18-5 be tabled for further review.
- 4) Committee was in favor of passage of Resolution 12-18-4, which would allow for the purchase of the iWorQ Software to help with the zoning paperwork.
- 5) Committee is in favor of Ordinance D-1-19-1, which will raise tap fees for water taps.

## OLD BUSINESS

Moved by Stevic

Seconded by Wootton

**Ordinance B-12-18-1**, an ordinance declaring Spragg Alley to be a one-way street, final reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Kerrigan

Seconded by Stevic

**Ordinance D-12-18-1**, an ordinance establishing a video service provider fee to be paid by any video service provider offering video service in the Village; authorizing the Mayor to give notice to the video service provider of the video service fee, final reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

## NEW BUSINESS

Moved by Lyle

Seconded by Wootton

**Ordinance D-1-19-1**, an ordinance to amend Ordinance D-1-03-2, D-2-97-1, D-1-98-1, D-5-93-1, D-3-91-1 and D-2-91-2 establishing charges for water taps to the Village water system, first reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Wootton

Seconded by Lyle

**Ordinance D-2-19-1**, an ordinance authorizing the mayor and the Village Administrator to enter into a contract with Kimble Recycling and Disposal Inc. Competitively bid by the City of Munroe Falls for refuse collection and disposal and curbside recycling, first reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Kerrigan

Seconded by Stevic

**Ordinance E-12-18-1**, an ordinance amending Ordinance E-3-18-1 to establish salary ranges and wages for employees and officers of the Village for the period 7-1-16 to 3-31-18 and declaring an emergency.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Stevic

Seconded by Kerrigan

That **Ordinance E-12-18-1** be approved as read.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Wootton

Seconded by Kerrigan

**Ordinance F-12-18-1**, an ordinance establishing temporary appropriations for the Village of New Concord, Ohio during the fiscal year ending December 31, 2019 and declaring an emergency.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Kerrigan

Seconded by Wootton

That **Ordinance E-12-18-1** be approved as read.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Baier

Seconded by Stevic

**Resolution 12-18-1**, a resolution transferring various sums of money in the year 2019 budget from various funds listed herein and declaring an emergency.

## Motion Passes

## Motion Passes

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## Motion Passes

Moved by Kerrigan

Seconded by Baier

**Resolution 12-18-4**, a resolution to authorize the Village Administrator to enter into a contract with Iworq Systems and declaring an emergency.

Wootton	no	Stevic	no
Baier	no	Lyle	no
Dickson	abstain	Kerrigan	no

Motion Fails

Moved by Baier

Seconded by Wootton

That **Resolution 12-18-4** be given first reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

**Resolution 12-18-5**, resolution was tabled.

Moved by Kerrigan

Seconded by Stevic

**Resolution 12-18-6**, a resolution transferring various sums of money in the year 2018 budget from various funds listed herein to various account codes listed and declaring an emergency.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Stevic

Seconded by Kerrigan

That **Resolution 12-18-6** be approved as read.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Baier

Seconded by Wootton

**Resolution 12-18-7**, a resolution authorizing the Village Administrator to hire a Plant Operator I to fill a vacancy and declaring an emergency.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

Moved by Wootton

Seconded by Baier

That **Resolution 12-18-7** be approved as read.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	yea
Dickson	abstain	Kerrigan	yea

Motion Passes

**APPROVAL OF BILLS:** See list

Moved by Baier, seconded by Wootton that the bills be approved for payment. All voted yea. Motion carried. Bills list on file in the Clerk's office.

**ANNOUNCEMENTS:**

- Monday, December 24-Tuesday, December 25- Village Hall closed
- Tuesday, January 1- Village Hall closed
- Planning Commission meeting- Thursday, December 20<sup>th</sup>-cancelled
- Village Council Meeting – Monday, January 14<sup>th</sup> – 6:30pm – Village Hall

**MISCELLANEOUS:** Lyle stated that the Village is accepting letters of interest in the vacant council position. She stated that current council members are happy to speak with anyone who would be interested to know more about council.

**ADJOURNMENTS:** Motion by Baier, second by Wootton to adjourn meeting. Meeting adjourned at 7:40 PM.

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Mayor

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Fiscal Officer