

December 9, 2019

Mayor Brett Essex called the meeting to order on Monday, December 9, 2019 with all members present except Wootton.

Moved by Baier, second by Dickson that council dispense with the reading of the November 18, 2019 minutes and approve as distributed. Motion carried.

Mayor Essex presented Keith Scott with a proclamation of December 9, 2019 as “Scott’s Diner Day,” due to the fact that Scott’s Diner was named “Best Hole in the Wall Diner” in Ohio by “Eat This, Not That!”

Council President Robert Dickson presented Mayor Essex with a proclamation for his 22 years of service to the Village of New Concord as a Village Council member and as the mayor.

Visitors: Keith and Alicia Scott, Melissa Essex, Jim Dooley, Niki Wolfe

REPORTS

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

- 1) Reported that 2 EVO car charging stations were added at Garland Way.
- 2) Reported that he discussed sign rules for a West Main Street business.
- 3) Reported that there was an electric service change at West High Street.
- 4) Reported that there was a lot split at Muskingum University with Brown Chapel.

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

- 1) Reported that there were 285 calls for service.
- 2) Reported that there have been 2889 calls for service year to date.
- 3) Reported that there were 20 traffic citations and 45 traffic warnings for the month.
- 4) Reported that there were 346 traffic citations and 529 traffic warnings year to date.
- 5) Reported that there were 3 misdemeanor arrests and 1 warrant arrest.
- 6) Reported that the Police Department is holding its annual food drive with Riesbeck’s and the Ohio State Patrol on Friday, December 13 from 3-7 PM.

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

- 1) Reported that there were 56 total EMS runs for the month.
- 2) Reported that there have been 730 EMS runs year to date.
- 3) Reported that there were 19 fire runs and 6 non-fire runs.
- 4) Reported that there have been 195 fire runs year to date.

Mayor: Mayor Brett Essex gave the November monthly report.

- 1) Recapped projects that have been major projects under his tenure and encouraged the new administration to continue working on those projects. Stated that he believes that it is important to keep culture, trust, and stability in New Concord.

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

- 1) Reported that the fund status is \$671,134.37.
- 2) Reported that year to date revenue is at 103% of budgeted revenue.
- 3) Reported that year to date expenditures is at 90% of budgeted expenses.

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

- Water Production for November– 7,339,180 gallons
- Wastewater Flows for November– 9,029,100 gallons

- 1) Reported that water/wastewater treatment plant staff handled and reported a sewer overflow event on November 27 due to heavy rains.
- 2) Reported that the operations department is finishing leaf collection and preparing for ice/snow treatment on roadways.
- 3) Reported that the operations department jetted a clogged sewer main and cleaned up residue from this issue.
- 4) Reported that she is working with department heads to compile budget requests for the 2020 budget process.
- 5) Reported that she is exploring the next steps and costs for the Liberty Road Realignment Project with CT Consultants.
- 6) Reported that she is preparing for the pool project and discussing specific process and reporting requirements with ODNR. She is awaiting a final letter of approval from ODNR concerning the NatureWorks grant before the project can begin. Baier asked what sort of improvements will be done and how are decisions being made as to what is most needed? Colley responded that improvements being considered include fixing the retaining wall, adding a sand volleyball area, making the pool ADA compliant, and adding another pavilion. She stated that more information will be coming out as she learns more about the project.
- 7) Reported that she met with Muskingum University to better understand the Health and Wellness Project and its impacts on Village infrastructure.
- 8) Baier asked what residents are to do about lights being out in the Village? Colley responded that residents should report outages to Village Hall.
- 9) Special Projects Manager Jim Lenner submitted his report showing that he worked on the Garland Commons development for 11 hours, the subdivision regulations revision for 7 hours, the storm water management ordinance for 5 hours, and the zoning ordinance for 3 hours in the months of October and November.

Infrastructure Committee: Dickson reported that the committee met today prior to the council meeting.

- 1) Reported that the committee heard about the Liberty Road Expansion Project and the issues that it faces as a possible wetland.
- 2) Reported that the committee heard about the parallel parking stalls to be painted on Main Street in the spring of 2020.
- 3) Reported that the committee heard a Development Assistance 2019 recap and 2020 projections.

Policy Committee: Baier reported that the committee met on November 25, 2019.

- 1) Committee recommends passage of Ordinance 2019-8, updating the Village Administrator position description. Also stated that job descriptions will be considered by the policy committee as they come open.
- 2) Reported that the committee heard about the employee healthcare benefit renewal.

Finance Committee: Stevic reported that the committee met today at 1:30.

- 1) Committee recommends approval of Ordinance 2019-10, and Resolutions 2019-9, 10, 11, and 12, which are year-end housekeeping legislation.
- 2) Committee approves Ordinance 2019-9 to allow funding the Asset Management Water Improvement Fund.

OLD BUSINESS

Moved by Baier

Seconded by Dickson

Ordinance 2019-2, an ordinance increasing the Village of New Concord Water Rates by 4% in addition to the annual 3% increase authorized by Ordinance D- -09-1, only in years 2020, 2021, and 2022, final reading.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Dickson

Seconded by Baier

Ordinance 2019-5, an ordinance to establish a comprehensive Storm Water Management Program for the Village of New Concord, final reading.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

NEW BUSINESS

Moved by Baier

Seconded by Kearns

Ordinance 2019-8, an ordinance amending Ordinance E-7-86-1 and declaring an emergency.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Kearns

Seconded by Baier

That **Ordinance 2019-8** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Stevic

Seconded by Lyle

Ordinance 2019-9, an ordinance authorizing the Fiscal Officer to direct a portion of the water billing revenue to the water improvement fund per the Water System Asset Management Program and declaring an emergency.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Lyle

Seconded by Stevic

That **Ordinance 2019-9** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Lyle

Seconded by Stevic

Ordinance 2019-10, 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	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Stevic

Seconded by Lyle

That **Ordinance 2019-10** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Lyle

Seconded by Stevic

Resolution 2019-9, a resolution transferring various sums of money in the year 2019 budget from various funds listed herein to various funds listed and declaring an emergency.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Stevic

Seconded by Lyle

That **Resolution 2019-9** be approved as read.

Wootton	absent	Stevic	yea
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Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Dickson

Seconded by Baier

Resolution 2019-10, a resolution authorizing the fiscal officer to pay bills for purchases made in 2019 and to pay salaries, wages, and bills for the year 2020 from the respective, appropriate funds, upon satisfactory evidence of validity when due and declaring an emergency.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Baier

Seconded by Dickson

That **Resolution 2019-10** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Kearns

Seconded by Lyle

Resolution 2019-11, a resolution transferring various sums of money in the year 2019 budget from various funds listed herein to various account codes listed and declaring an emergency.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Lyle

Seconded by Kearns

That **Resolution 2019-11** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Stevic

Seconded by Dickson

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

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

Moved by Dickson

Seconded by Stevic

That **Resolution 2019-12** be approved as read.

Wootton	absent	Stevic	yea
Baier	yea	Lyle	yea
Dickson	yea	Kearns	yea

Motion Passes

APPROVAL OF BILLS: See list

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

ANNOUNCEMENTS:

- Canned Food Drive – Riesbeck's – Friday, December 13th- 3-7 PM
- Planning Commission Meeting- Thursday, December 19th- 7 PM-cancelled
- Santa Visits from Fire Department – Sunday, December 22nd – 6:30 PM
- Wednesday, December 25th and Wednesday, January 1st- Village Hall Closed
- Village Council Meeting – Monday, January 13th – 6:30pm – Village Hall

MISCELLANEOUS:

Council President Dickson recognizes Erin Stevic for her 4 years of service.

ADJOURNMENTS: Motion by Dickson, second by Stevic to adjourn meeting. Meeting adjourned at 7:52 PM.

Mayor

Fiscal Officer