

February 10, 2020

Mayor Jennifer Lyle called the meeting to order on Monday, February 10, 2020 with all members present.

Moved by Baier, second by Dickson that council dispense with the reading of the January 27, 2020 minutes and approve as distributed. Motion carried.

Visitors: Zoey Stenson, Dana Parsons, Niki Wolfe

Mayor Jennifer Lyle recognized Tim Louis for 20 years of work in the Village of New Concord with a proclamation.

REPORTS

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

- 1) Reported that there was a sign permit for at East Main Street building.
- 2) Reported that he sent a letter to a rental property on East Main Street regarding trash.
- 3) Reported that he explained rules about signs for Bible School to the church.
- 4) Reported a permit for a building at NFI.

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

- 1) Reported that there were 298 calls for service.
- 2) Reported that there have been 298 calls for service year to date.
- 3) Reported that there were 42 traffic citations and 45 traffic warnings for the month.
- 4) Reported that there were 42 traffic citations and 45 traffic warnings year to date.
- 5) Reported that there were 3 misdemeanor arrests, 4 felony arrests and 1 warrant arrest.
- 6) Reported that the police department provided K9 assistance once during the month.
- 7) Thanked Cambridge Packaging for their donation to the K9 fund.

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

- 1) Reported that there were 62 total EMS runs for the month.
- 2) Reported that there have been 62 EMS runs year to date.
- 3) Reported that there were 13 fire runs and 1 non-fire run.
- 4) Reported that there have been 13 fire runs year to date.

Mayor: Mayor Lyle gave her January report.

- 1) Reported that she will be hosting a roundtable discussion with community leaders encouraging participation and awareness of the upcoming 2020 Census. The roundtable will be Tuesday, February 18th at 3:30 PM at Village Hall and is open to the public.

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

- 1) Reported that the 2019 fund report carryover balance is \$615,878.
- 2) Reported that the Village received \$973 for the 1997 GMC pickup truck and \$1123 for the 2012 Ford Escape.

- 3) Asked that council pass Resolution 2020-2-3, which is a lease-purchase agreement with Peoples Bank for financing of the aerial fire truck.

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

- Water Production for January– 7,183,620 gallons
 - Wastewater Flows for January– 14,703,400 gallons
- 1) Reported that the operations department replaced damaged light poles and treated roadways for minor snow/ice events.
 - 2) Reported that the finance committee budget workshop meeting will be Thursday, February 20 from 4-5:30 PM.
 - 3) Reported that she is finalizing employee annual reviews and drafting the salary increase proposal. The finance committee salary increase review meeting has been set for Thursday, February 27 from 4-5 PM.
 - 4) Reported that staff will begin putting together a summary of activities from 2019 to include in the 2019 Annual Report. The document is anticipated to be ready for presentation in March 2020.

Infrastructure Committee: Committee chair Robert Dickson reported that the committee met January 27 at 5:15 PM.

- 1) Reported that the committee heard an update on the Liberty Road Relocation project and At-Grade Railroad Crossing with preliminary plans and a timeline.
- 2) Reported on a smoke testing update that tentatively indicated where repairs may be needed.

Safety Committee: Committee chair KJ Kearns reported that the committee met January 27 at 5:45 PM.

- 1) Reported that the committee heard a presentation by Chief Peck and Sergeant Dawson about tasers for the police department and passed along to the finance committee.
- 2) Reported that the committee discussed K9 fundraising opportunities and efforts.

Finance Committee: Committee Chair Steve Wootton reported that the committee met February 4 at 4 PM.

- 1) Committee recommends passage of Ordinance 2020-10, updating the salary ordinance upon the hire of a new NCAARD director.
- 2) Reported that the committee heard the year end 2019 financial review.
- 3) Reported that all fund expenditures are less than approved 2019 appropriations.
- 4) Reported that the 2019 total appropriated expenditures were 95%.
- 5) Reported that the 2019 projected revenues were 106%.
- 6) Reported that the K9 fund expenditures total \$10,559, with a revenue total of \$15,270. The Muskingum County Community Foundation balance is \$20,000.
- 7) Reported that the total debt principle retired in 2019 was \$280,283.

EXECUTIVE SESSION: Baier motioned, Kearns seconded to move into executive session to discuss pending litigation. Council moved to executive session at 6:52 PM. Motion by Baier, second by Kearns to move out of executive session. Executive session ends at 7:10 PM.

OLD BUSINESS

NEW BUSINESS

Moved by Wootton

Seconded by Kearns

Ordinance 2020-10, an ordinance amending Ordinance E-3-19-1 to establish salary ranges and wages for employees and officers of the Village for the period 4/1/2019 to 3/31/2019 and declaring an emergency.

Wootton	yes	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns

Seconded by Wootton

That **Ordinance 2020-10** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson

Seconded by Wootton

Resolution 2020-2-3, a resolution authorizing lease-purchase financing for the purpose of financing the acquisition of a fire truck in principal amount not to exceed \$314,00 and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton

Seconded by Dickson

That **Resolution 2020-2.3** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Wootton made a motion to approve the settlement agreement between the Village and a former employee, and to authorize Administrator Charlotte Colley to execute the agreement on Council's behalf. Baier seconded.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea

Dickson yea Sabino 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:

- Planning Commission Meeting- Thursday, February 20th - 7 PM
- Village Council Meeting – Monday, March 9th – 6:30 PM – Village Hall

MISCELLANEOUS:

ADJOURNMENTS: Motion by Baier, second by Dickson to adjourn meeting. Meeting adjourned at 7:20 PM.

Mayor

Fiscal Officer