

March 11, 2019

Mayor Brett Essex called the meeting to order on Monday, March 11, 2019 with all members present.

Moved by Baier, second by Wootton that council dispense with the reading of the February 11, 2019 minutes and approve as distributed. Motion carried.

Visitors: Jim Lenner

REPORTS

Zoning Officer: Zoning Officer Brent Gates gave the February report.

- 1) Reported that he provided fence regulations to the owners of 785 Friendship Drive.
- 2) Reported that Design Review Board has approved signs for the New Concord Library and for a new doctor's office.
- 3) Reported that he sent a letter to residents on Liberty Street concerning the zoning code.

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

- 1) Reported that there were 74 total EMS runs for the month.
- 2) Reported that there have been 149 EMS runs year to date.
- 3) Reported that there were 20 fire runs and 1 non-emergency run.
- 4) Reported that there have been 39 fire runs year to date.

Mayor: Mayor Brett Essex gave the February Mayor's report.

- 1) Asked Jim Lenner to submit his report. Lenner stated that he worked 17 hours in the month of February, with the majority of his time spent on the subdivision regulation revision and updating the zoning ordinance.

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

- Water Production for February– 6,916,680 gallons
- Wastewater Flows for February– 17,779,100 gallons

- 1) Reported that the operations department has been working to treat roadways during snow and ice events, as well as preparing cemetery plots for burials and working with administrative staff on record updates.
- 2) Reported that she is working with the Village Solicitor to prepare a large public records request in regards to the recently executed residential refuse and recycling provider contract.
- 3) Reported that the results of the first round of survey questions for the Village have been received and distributed. The second round of survey questions were recently distributed to participants registered for the online survey panel.

- 4) Reported that she is working with ODNR and the Water Engineer to understand recommendations and requirements in a report on the Upper Reservoir Dam.
- 5) Reported that she attended the OCMA conference.

Policy Committee: Baier reported that the committee met on February 27.

- 1) Committee heard from Jessica Emerick from the Muskingum County Health Department about an initiative to prevent tobacco sales to persons under 21. The committee is looking into an online survey to get feedback about this proposal from citizens, and also is looking to see how other communities have implemented this and what the results have been.
- 2) The committee recommends passage of Resolution 3-19-2, which will allow for an update to the expense reimbursement policy concerning meals and lodging.

Finance Committee: Stevic reported that the committee met 3 times throughout the month.

- 1) Committee recommends passage of Resolution 3-19-1, which will allow CT Consultants to develop a cyanotoxin general plan in order to meet with Ohio EPA regulations.
- 2) Committee recommends passage of Ordinance I-3-19-1, which will set the costs for the certificate of registration fee and the construction of permit fees for the right of way program.
- 3) Committee recommends passage of Ordinance E-3-19-1, which establishes salaries and wages for employees and officers of the Village.
- 4) Committee recommends passage of Ordinance F-3-19-1, which establishes permanent appropriations for the Village of New Concord for the fiscal year ending December 31, 2019.
- 5) Committee recommends passage of Resolution 3-19-4, which will allow a one time bonus for an operations employee.
- 6) Committee recommends passage of Resolution 3-19-3, which will allow the fire department to contract with Ohio First Responders Grants, LLC for help in writing grants to acquire funding.

OLD BUSINESS

Mayor asks for motion on Ordinance J-4-19-1. Dickson motions, Wootton seconds. Lyle asks for discussion. Lyle states that she believes that establishing council rules will be beneficial to current and future council members and thanked the task force for their work. She states that she voted no on the ordinance because she feels that the wording used in the ordinance needs to be improved and written in a more straightforward manner. Lyle gave several examples of language that she feels needs clarified. Essex asks Eickelberger how best to proceed. Eickelberger states that the motion can be withdrawn or voted on. A motion for the task force to meet to discuss amending the ordinance can be made following that. Baier states that he feels that council has had ample time to amend the ordinance, and that he is not opposed to changing some of the wording but he wants the ordinance to move forward. Dickson states that he agrees that wording should be corrected but the ordinance should not be completely changed.

Moved by Dickson

Seconded by Wootton

Ordinance J-4-19-1, an ordinance establishing council rules for the Village of New Concord, second reading.

Wootton	yea	Stevic	yea
Baier	yea	Lyle	no
Dickson	yea	Kearns	yea

Motion Passes

Moved by Lyle

Seconded by Stevic

Motion for an additional task force meeting to consider and propose changes to Ordinance J-4-19-1.

Wootton	abstain	Stevic	yea
Baier	abstain	Lyle	yea
Dickson	no	Kearns	yea

Motion Passes

NEW BUSINESS

Moved by Stevic

Seconded by Lyle

Ordinance E-3-19-1, an ordinance amending Ordinance E-1-19-1 to establish salary ranges and wages for employees and officers of the Village for the 4/1/19 to 3/31/20 and declaring an emergency.

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

Motion Passes

Moved by Lyle

Seconded by Stevic

That **Ordinance E-3-19-1** be approved as read.

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

Motion Passes

Moved by Wootton

Seconded by Lyle

Ordinance F-3-19-1, an ordinance to make appropriations for current expenses and other expenditures of the Village of New Concord, State of Ohio, during the fiscal year ending December 31, 2019 and declaring an emergency.

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

Motion Passes

Moved by Lyle

Seconded by Wootton

That **Ordinance F-3-19-1** be approved as read.

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

Motion Passes

Moved by Stevic

Seconded by Wootton

Ordinance I-3-19-1, an ordinance setting the costs for the certificate of registration fee and the construction of permit fees for the right-of-way program and declaring an emergency.

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

Motion Passes

Moved by Wootton

Seconded by Stevic

That **Ordinance I-3-19-1** be approved as read.

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

Motion Passes

Moved by Wootton

Seconded by Stevic

Resolution 3-19-1, a resolution authorizing the Village Administrator to contract with CT Consultants for the purpose of developing a cyanotoxin general plan and declaring an emergency.

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

Motion Passes

Moved by Stevic

Seconded by Wootton

That **Resolution 3-19-1** be approved as read.

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

Motion Passes

Moved by Baier

Seconded by Lyle

Resolution 3-19-2, a resolution authorizing the Village Administrator to update the Village personnel policy and declaring an emergency.

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

Motion Passes

Moved by Lyle Seconded by Baier
That **Resolution 3-19-2** be approved as read.

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

Motion Passes

Moved by Dickson Seconded by Stevic
Resolution 3-19-3, a resolution authorizing the Village Administrator to contract with Ohio First Responders Grants, LLC and declaring an emergency.

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

Motion Passes

Moved by Stevic Seconded by Dickson
That **Resolution 3-19-3** be approved as read.

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

Motion Passes

Moved by Lyle Seconded by Wootton
Resolution 3-19-4, a resolution authorizing the Village Administrator to issue a one-time bonus payment to a Village of New Concord employee and declaring an emergency.

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

Motion Passes

Moved by Wootton Seconded by Lyle
That **Resolution 3-19-4** be approved as read.

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

Motion Passes

APPROVAL OF BILLS: See list
Moved by Dickson, seconded by Lyle 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, March 21st- Cancelled
- Village Council Meeting – Monday, April 8th – 6:30pm – Village Hall

MISCELLANEOUS:

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

Mayor

Fiscal Officer