March 9, 2020

Mayor Jennifer Lyle called the meeting to order on Monday, March 9, 2020 with all members present.

Moved by Baier, second by Dickson that council dispense with the reading of the February 10, 2020 minutes and approve as distributed. Motion carried.

Visitors: Zoey Stenson, Dana Parsons, Niki Wolfe, Dick Payne, Timothy Taylor

REPORTS

Mayor: Mayor Lyle gave her February report.

- 1) Explained that the Village asks residents to look for guidance from the Muskingum County Health Department and the Muskingum County Emergency Management Agency concerning the coronavirus.
- 2) Thanked Village Administrator Charlotte Colley for her work on the Muskie Grapevine newsletter and stated that the third edition is available.
- 3) Announced that Census information will be arriving in residents' mailboxes soon.
- 4) Stated that the Board of Trade Banquet was held Thursday, March 5, 2020, with Judy Beetem receiving the community service award.
- 5) Reminded residents that the primary election will be held Tuesday, March 17, 2020.

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

- 1) Reported that the fund status report is \$540,383.20.
- 2) Reported that the annual report for the auditor was completed.

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

- Water Production for February– 7,093,680 gallons
- Wastewater Flows for February– 14,197,700 gallons
- 1) Reported that she worked with Water Plant Superintendent Chris Huebner and Operations Manager Matt Wood to set a tentative schedule for Inflow and Infiltration investigation and repair over the next 2-3 years with the OEPA.
- 2) Reported that the operations department filled pot holes and repaired equipment, as well as upgrading the women's restroom in Village Hall.
- 3) Distributed the 2019 Annual Report and stated that it will be available on the Village website soon.
- 4) Reported that Abel's Electric won the bid for the WWTP Generator Project and will begin work March 16th.
- 5) Reported that the WWTP Tertiary Upgrade and North Friendship Waterline Replacement Project was submitted to OPWC for grant/loan funding in 2019. Funding was not received in the regular round but was sent to the Small Government Program for consideration.
- 6) Reported that she is coordinating with Zemba Brothers and Dresden Landscape on the retaining wall portion of the NatureWorks Pool Project.

7) Announced that Let's Pick It Up New Concord will be held on Sunday, April 19, 2020 from 1-3 PM.

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

- 1) Reported that he sent a letter to West Main Street residents concerning front porch storage.
- 2) Reported that he issued a demolition permit for a building on the University campus.
- 3) Reported that he worked with a landlord concerning a trash issue on Montgomery Boulevard.
- 4) Reported that he explained the rules for a permit for a replacement deck.

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

- 1) Reported that there were 59 total EMS runs for the month.
- 2) Reported that there have been 121 EMS runs year to date.
- 3) Reported that there were 11 fire runs and 1 non-fire run.
- 4) Reported that there have been 24 fire runs year to date.

Infrastructure Committee: Committee chair Robert Dickson reported that the infrastructure committee did not meet but did receive information on the update to the public right-of-way ordinance.

1) Committee recommends passage of Ordinance 2020-12, which is an update to Ordinance I-7-19-1 concerning the use of public right-of-way in the Village of New Concord. Colley stated that all changes to the ordinance are state mandated changes.

Policy Committee: Committee chair Bob Baier reported that the committee met prior to the meeting.

- 1) Reported that the committee recommends passing Resolution 2020-3-4 allowing for the hiring of a new operator.
- 2) Committee recommends passage of Ordinance 2020-13, which updates the codified ordinance of the Village of New Concord.
- 3) Reported that the committee heard an update on the personnel policy review.
- 4) Reported that the committee has set the Tuesday prior to council at 12:15 PM as a permanent meeting time for the year.

Finance Committee: Committee Chair Steve Wootton reported that the committee met Thursday, February 20 at 4 PM.

- 1) Committee recommends passage of Ordinance 2020-14 which will establish permanent appropriations for the Village of New Concord during the fiscal year ending December 31, 2020.
- 2) Committee recommends passage of Ordinance 2020-11 which establishes salary range and wages for employees and officers of the Village for the period 4/1/2020 to 3/31/2021.
- 3) Committee recommends passage of Resolutions 2020-3-5, 2020-3-6, and 2020-3-7, which are routine financial legislation and housekeeping items.

OLD BUSINESS

NEW BUSINESS

Moved by Wootton Seconded by Sabino Ordinance 2020-11, an ordinance amending 2020-10 to establish salary ranges and wages for employees and officers of the Village for the period 4/1/2020 to 3/31/2021 and declaring an emergency.

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

Moved by Sabino Seconded by Wootton That Ordinance 2020-11 be approved as read. Wootton yea Shegog yea Baier yea Kearns yea

Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
	Mot	tion Passes	•

Moved by Dickson

Seconded by Baier

Ordinance 2020-12, an ordinance updating the ordinance regulating the use or occupation of all public right-of-ways in the Village of New Concord, the issuance of right-of-way permits to persons for such use or occupancy and to set forth the policies of the Village related to its public right-of-ways (ROW), repealing Ordinance I-7-19-1 and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
	Mot	ion Passes	

Moved by Baier		Seconded by	Seconded by Dickson	
That Ordinance 2	020-12 be	e approved as read.		
Wootton	yea	Shegog	yea	
Baier	yea	Kearns	yea	
Dickson	yea	Sabino	yea	
Motion Passes				

Moved by BaierSeconded by DicksonOrdinance 2020-13, an ordinance to approve the 2019replacement pages of the New Concord Codified Ordinances, and
declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
	Mot	ion Passes	

Moved by Dickson		Seconded by Baier
That Ordinance 2	2020-13 be	approved as read.
Wootton	yea	Shegog yea
Baier	yea	Kearns yea
Dickson	yea	Sabino yea

Motion Passes

Moved by WoottonSeconded by KearnsOrdinance 2020-14, an ordinance establishing permanentappropriations for the Village of New Concord, Ohio during thefiscal year ending December 31, 2020 and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
	-	Motion Dessos	-

Motion Passes

Moved by Kearns		Seconded by	Seconded by Wootton	
That Ordinance 20	20-14 b	e approved as read.		
Wootton	yea	Shegog	yea	
Baier	yea	Kearns	yea	
Dickson	yea	Sabino	yea	
		Motion Passes		

Moved by Shegog Seconded by Baier **Resolution 2020-3-4**, a resolution authorizing the Village Administrator to advertise and appoint an operator within the established salary range and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
		Motion Passes	

Motion Passes

Moved by Baier		Seconded by	Seconded by Shegog	
That Resolution 20	020-3-4	be approved as read.		
Wootton	yea	Shegog	yea	
Baier	yea	Kearns	yea	
Dickson	yea	Sabino	yea	
	-	Motion Passes	-	

Moved by DicksonSeconded by Kearns**Resolution 2020-3-5**, a resolution to advance funds in the year2020 budget from the general fund to the swimming pool fund aslisted herein, and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
		Motion Passes	

Moved by K	Kearns	Seconded by	J Dickson
That Resolution 2020-3-5 be approved as read.			
Wootton	yea	Shegog	yea
Dalan		V	

Baier	yea	Kearns	yea	
Dickson	yea	Sabino	yea	
Motion Passes				

Moved by Kearns Seconded by Wootton **Resolution 2020-3-6**, a resolution transferring various sums of money in the year 2020 budget from various funds listed herein and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
		Motion Passes	

Moved by Wootton		Seconded by	Seconded by Kearns	
That Resolution 2020-3-6 be approved as read.				
Wootton	yea	Shegog	yea	
Baier	yea	Kearns	yea	
Dickson	yea	Sabino	yea	
Motion Passes				

Moved by Wootton Seconded by Kearns **Resolution 2020-3-7**, a resolution transferring various sums of money in the year 2020 budget from various funds listed herein and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea
		Motion Passes	

Moved by K	Cearns		Seconded by	Wootton
That Resolution 2020-3-7 be approved as read.				
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:

- Mayor's Office Hours Wednesday March 11 (instead of Tuesday); the change is for this week only 10:30AM-1:30PM No appointment needed
- Planning Commission Meeting- Thursday, March 19th 7 PM
- Village Council Meeting Monday, April 13th 6:30pm Village Hall

MISCELLANEOUS:

Timothy Taylor stated that he is a council member from the Village of Norwich. He stated that the Village of Norwich is seeking partnerships with the Village of New Concord for the Keep Muskieland Beautiful initiative. He also announced that the Village of Norwich will host the American Contemporary Ceramics competition June 12 and 13.

ADJOURNMENTS: Motion by Baier, second by Dickson to adjourn meeting. Meeting adjourned at 7:10 PM.

Mayor

Fiscal Officer