

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.

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