

April 13, 2020

Mayor Jennifer Lyle called the meeting to order on Monday, April 13, 2020 with all members present.

Moved by Baier, second by Wootton that council dispense with the reading of the March 9, 2020 minutes and approve as distributed. Motion carried.

Visitors:

REPORTS

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

- 1) Reported a fence at an Eastview Drive property.
- 2) Reported a West Main Street property replacing windows and doors and repairing front and side porches.
- 3) Reported a roof/soffit repair at a Montgomery Blvd address.
- 4) Reported stone on a front porch area of an East Maple address.

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

- 1) Reported that there were 264 calls for service.
- 2) Reported that there have been 912 calls for service year to date.
- 3) Reported that there were 47 traffic citations and 41 traffic warnings for the month.
- 4) Reported that there were 138 traffic citations and 151 traffic warnings year to date.
- 5) Reported that there were 7 misdemeanor arrests and 2 felony arrests.
- 6) Reported that the police department received a preliminary certification from the Ohio Collaborative that the department is in compliance.

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

- 1) Reported that there were 59 total EMS runs for the month.
- 2) Reported that there have been 180 EMS runs year to date.
- 3) Reported that there were 18 fire runs and 1 non-fire run.
- 4) Reported that there have been 42 fire runs year to date.
- 5) Reported that the new Truck 901 is at the fire department.

Mayor: Mayor Lyle gave her March report.

- 1) Asked for a moment of silence in remembrance of those who have died due to complications of COVID-19.
- 2) Stated that she feels that employees of the Village are heroes in working to move the Village forward in a safe manner and asked that Council join her in thanking Village employees and first responders.
- 3) Stated that she is working in the Mayor Partnership Association, as well as speaking with the Governor, Lieutenant Governor, and Representative Bill Johnson, particularly speaking of the help needed for small businesses in New Concord.
- 4) Reminded residents that their census information is needed and asked that they fill out the necessary forms.

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

- 1) Reported that the fund status report is \$860,455.48.
- 2) Reported that the Village received the first half real estate settlement from the county: General Fund, \$70,121; Street Assessment Fund, \$69,944; Garland Hotel TIF, \$107,720 to be forwarded to Garland Real Estate for the Public Improvement payment per TIF agreement.
- 3) Reported that appropriated expenditures as of March 31, 2020 is 24% of budget.
- 4) Reported that projected revenue received as of March 31, 2020 is 33.25% of budget.
- 5) Reported that all non-essential purchases, regardless of prior approval, are suspended for all Village departments until further notice.
- 6) Reported a projected 25% revenue decline for 2020 due to economic situation with projected possible revenue loss in Water/Sewer, Gasoline Tax, and Income Tax. Staff is currently reviewing the budget to reduce expenditures.
- 7) Reported that the Village must extend municipal income tax filing deadline from April 15, 2020 to July 15, 2020 per HB 197.
- 8) Reported that Ohio Public Works Commission is deferring all July 2020 Loan Repayments with no payment for the life of the loan. There are no late fees or additional accrued interest as part of this deferral. This deferral will allow reallocation to Water and Sewer funds: Water fund, \$15,342; Sewer Fund, \$4,250.

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

- Water Production for March– 6,494,920 gallons
- Wastewater Flows for March– 17,271,600 gallons

- 1) Reported that due to heavy rainfall during the month of March, 6.55 inches total, the Sewer Treatment System experienced suspended solids violations. These have been addressed with OEPA.
- 2) Reported that the operations department worked on filling potholes, repairing equipment and working on smaller projects that can be handled by individual staff members whenever possible, and began mowing right of ways and Village property.
- 3) Reported that she is working to understand COVID-19 guidelines, orders, and continual updates, and is trying to establish a way to track COVID-19 related guidelines.
- 4) Reported that she is reviewing the 2020 Operating Budget and flagging non-essential projects as a way to potentially reduce planned expenditures for the year. Fiscal officer and VA will develop a plan and present to Department Heads, the Mayor and Council in the near future.
- 5) Village staffing changes: Beginning Monday, April 13, 2020 all non-first responder staff will return to their normal full-time on-site schedules. On-site reductions were put in place to limit staff interaction with the public for a 2-week period. Village Hall hours of operation will return to normal 8:00am to 4:30pm schedule as well. However, the public will not be permitted into the building at this time. We ask that business be conducted over phone or via email. Staff will continue to make every effort to work with and serve residents and businesses of the Village.
- 6) Kearns asked why employees were back to working full workdays? Colley responded that the employees working in the field were unable to get work done in a four hour day, and that all employees in the office are unable to work from home due to software

department heads are doing and he wanted to ensure that they are being treated respectfully.

Lyle stated that she wanted to thank Orbit Media for their work in covering Council meetings and getting them out to the public.

ADJOURNMENTS: Motion by Baier, second by Dickson to adjourn meeting. Meeting adjourned at 7:17 PM.

Mayor

Fiscal Officer