

May 13, 2019

Mayor Brett Essex called the meeting to order on Monday, May 13, 2019 with all members present except Wootton.

Moved by Baier, second by Dickson that council dispense with the reading of the April 8, 2019 minutes and approve as distributed. Motion carried.

Visitors: Jim Lenner, Shirley Rose, Niki Reid, Dana Davis

REPORTS

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

- 1) Reported that he sent 20 letters in regards to mowing and other zoning issues.
- 2) Reported that he has given verbal warnings for high grass to several residents.
- 3) Reported that he met with an owner to adjust the size of a porch to be the correct distance from the lot line.

Police Chief: Police Sergeant Jeff Dawson gave the April monthly report.

- 1) Reported that there were 312 calls for service.
- 2) Reported that there were 34 traffic citations and 88 traffic warnings for the month.
- 3) Reported that there were 9 misdemeanor arrests.
- 4) Reported that Muskiepalooza went well for few issues and no noise complaints.

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

- 1) Reported that there were 87 total EMS runs for the month.
- 2) Reported that there have been 218 EMS transports year to date.
- 3) Reported that there were 16 fire runs and 5 non-fire runs.
- 4) Reported that there have been 67 fire runs year to date.
- 5) Reported that the fire department helped to cook hot dogs for Let's Pick Up New Concord and stood by for Muskingum University's graduation.

Mayor: Mayor Brett Essex gave the April monthly report.

- 1) Expressed congratulations to the Muskingum University graduates and the upcoming John Glenn High School graduates.

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

- Water Production for April– 7,438,740 gallons
- Wastewater Flows for April– 10,367,600 gallons

- 1) Reported that the Plant Superintendent has met with various businesses in the Village regarding the Fats, Oils, and Grease policy and inspection requirements.

- 2) Reported that RCAP provided the completed Asset Management Program information to the Village for use during the upcoming OEPA annual inspection of the water plant.
- 3) Reported that the Operations Department has been working to patch potholes in various locations within the Village.
- 4) Reported that the Operations Department planted the Arbor Day tree in the tree lawn on Comin Street. The Village Arbor Day Celebration took place on the final Friday in April, with the tree planted on a separate day due to rain; however, the New Concord Elementary second graders still learned about Arbor Day in a special assembly and received trees donated by the Ohio Soil and Water Conservation District.
- 5) Reported that the Operations Manager and the Village Administrator met with a paving contractor to obtain an estimate for asphalt overlay on a few sections of concrete street.
- 6) Reported that the Village is working with OMEGA to submit a NatureWorks grant application for a potential pool complex revitalization project.
- 7) Reported that NCAARD will be hosting a trail maintenance/clean-up event at the New Concord Upper Reservoir at the lower pavilion area on Thursday, May 16 at 5:30 PM.
- 8) Reported that the Operations Manager and the Village Administrator are working to develop a draft road repair list and obtain estimates in preparation for requesting bids from contractors for the 2019 Road Improvement Project.
- 9) Reported that she is working with concrete contractors to get estimates for Village sidewalk projects.
- 10) Reported that the Garden Club is potting the hanging baskets to be hung from the lampposts in the Village.
- 11) Reported on the 2018 Annual Report, which is available at Village Hall and on the Village website.
- 12) Jim Lenner reported that he spent 13.5 hours on Special Projects for the Village, including 5 hours working on the Liberty Road alignment with Village staff, the Village engineer, and the Garland Commons owners; 4 hours preparing a final draft for submission to the Village on Subdivision Regulation revisions; 4 hours preparing a final draft of the zoning ordinance update; and .5 hours on a meeting with the Village Administrator to discuss a mixed use development project.

Infrastructure Committee: Dickson reported that the committee met prior to the council meeting.

- 1) Committee recommends passage of Resolution 5-19-2, which will replace a culvert that is collapsing and causing a safety issue on John Glenn School Road.
- 2) Committee recommends passage of Resolution 5-19-3, the 2019 ODOT Salt Cooperative Contract.
- 3) Committee recommends passage of Resolution 5-19-5, which will allow the Village to submit a NatureWorks grant application for a pool complex revitalization project.

Policy Committee: Baier reported that the committee met on May 9.

- 1) Committee recommends passage of Resolution 5-19-4, which will allow the Village to join at no cost the Ohio Water/Wastewater Agency Response Network, which will allow the Village to join a mutual aid agreement and provide a process for sharing emergency services among water and wastewater agencies statewide.
- 2) Committee discussed online survey topics to be considered in the future.
- 3) Committee has sent the council rules ordinance to be reviewed by the Village Solicitor and hopes to bring the ordinance to the next council meeting for a vote.

Safety Committee: Lyle reported that the committee met on May 9.

- 1) Committee discussed the online survey results from the survey concerning the Police Department.
- 2) Committee discussed the need for crosswalks in high pedestrian traffic areas within the Village.

Finance Committee: Stevic reported that the committee met on April 29.

- 1) Committee recommends passage of Resolution 5-19-1 to obtain an RFP for a utility truck to be used by the Operations Department to replace a 1997 flatbed truck in poor condition.
- 2) Committee recommends passage of Resolution 5-19-2 to accept the bid from Zemba Brothers for the culvert replacement on John Glenn School Road.
- 3) Committee heard the 1st Quarter Financial Comparison and were pleased with revenue and spending in the first part of the year.

OLD BUSINESS

NEW BUSINESS

Moved by Stevic

Seconded by Lyle

Resolution 5-19-1, a resolution authorizing the fiscal officer to issue an RFP to obtain financing for a new one-ton truck cub and chassis, bed, plow and spreader and declaring an emergency.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Lyle

Seconded by Stevic

That **Resolution 5-19-1** be approved as read.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Dickson

Seconded by Stevic

Resolution 5-19-2, a resolution authorizing the Village Administrator to enter into a contract with Zemba Bros, Inc. for replacement of a culvert beneath John Glenn School Road and declaring an emergency.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Stevic

Seconded by Dickson

That **Resolution 5-19-2** be approved as read.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Dickson

Seconded by Lyle

Resolution 5-19-3, a resolution authorizing the participation in the ODOT road salt contracts awarded in 2019 and declaring an emergency.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Lyle

Seconded by Dickson

That **Resolution 5-19-3** be approved as read.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Baier

Seconded by Kearns

Resolution 5-19-4, a resolution authorizing the Village Administrator to enter into a mutual aid agreement with the Ohio Water/Wastewater Agency Response Network and declaring an emergency.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Kearns

Seconded by Baier

That **Resolution 5-19-4** be approved as read.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

Moved by Stevic

Seconded by Dickson

Resolution 5-19-5, a resolution authorizing the Village Administrator to submit a NatureWorks grant application to the Ohio Department of Natural Resources to obtain funding for the New Concord Area Pool Revitalization Project and declaring an emergency.

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|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |

Motion Passes

| | | | |
|---------|--------|--------|-----|
| Wootton | absent | Stevic | yea |
| Baier | yea | Lyle | yea |
| Dickson | yea | Kearns | yea |

Motion Passes

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.

- Celebration of John Glenn's Boyhood Home being listed on the National Register of Historic Places- John and Annie Glenn Museum- Sunday, May 19th – 2 PM
- Planning Commission meeting- Thursday, May 23rd
- New Concord Area Pool Opens- Saturday, June 1st
- Village Council Meeting – Monday, June 10th – 6:30pm – Village Hall

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

Fiscal Officer