

**July 13, 2020**

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

Moved by Baier, second by Dickson that council dispense with the reading of the June 8, 2020 minutes and approve as distributed. Motion carried.

## **REPORTS**

**Police Chief:** Police Chief Mindy Peck gave the June monthly report.

- 1) Reported that there were 225 calls for service.
- 2) Reported that there have been 1494 calls for service year to date.
- 3) Reported that there were 17 traffic citations and 32 traffic warnings for the month.
- 4) Reported that there were 186 traffic citations and 248 traffic warnings year to date.
- 5) Reported that there were 5 misdemeanor arrests, 4 felony arrests, and 3 warrant arrests.
- 6) Reported that the K9 Yard Sale raised \$6000 for the K9 programs, with special thanks to all who supported it and to Levi Shegog for all of his help in organizing it.
- 7) Reported that she and Sergeant Dawson will attend RITE Training, which is a cultural diversity training. She thanked Amanda McClelland and the AWARE program for donating money to help to cover the cost of the training.

**Fire Chief:** Assistant Fire Chief Troy Cole gave the June monthly report.

- 1) Reported that there were 66 total EMS runs for the month.
- 2) Reported that there have been 357 EMS runs year to date.
- 3) Reported that there were 16 fire runs and 3 non-fire runs.
- 4) Reported that there have been 87 fire runs year to date.
- 5) Reported that the department held a splash attack for kids in the Village and plans to work with NCAARD to hold another.
- 6) Reported that the Festival fireworks went well.

**Mayor:** Mayor Lyle gave her June report.

- 1) Read an email of thanks to council and Village staff for help with a successful Fireman's Festival with the Adam Calvert concert and the fireworks.
- 2) Stated that she and council welcome suggestions for public participation in this time of Zoom meetings and that she expects a policy in place to allow for public participation for the August council meeting.
- 3) Reported that Muskingum County had moved into the orange level for COVID-19 cases, meaning that cases are increasing. She encouraged Village residents to follow recommendations by the Muskingum County Health Department.

**Fiscal Officer:** Fiscal Officer Lynn Marlatt gave the June monthly report.

- 1) Reported that the fund status report is \$693,670.
- 2) Reported that appropriated expenditures were at 49%. The General Fund was at 54%, the Fire Fund and Water Fund were at 46% and the Sewer Fund was at 48%.

- 3) Reported that projected revenue was at 57%. The General Fund was at 54%; the Fire Fund was at 53%, with EMS runs at 45%; the Water Fund was at 47%, and the Sewer Fund was at 60%.
- 4) Reported that the K9 unit deposited \$8,475 for June, including \$6000 received from the yard sale fundraiser and \$566 received from the impound auction.
- 5) Reported that COVID-19 revenue loss impact was a 70% decrease in interest received and a 30% decrease in the gas tax, with large water consumers continuing to impact water customer rent revenue.
- 6) Reported that with the CARES Act funds the Village will be purchasing additional supplies for sanitation and PPE. Funds will be encumbered for the remainder of the year once an appropriate amount is determined. Any funds not used, or encumbered, by October 15<sup>th</sup> must be returned to the Muskingum County Auditor for redistribution to another local government needing the funds for COVID-19 related expenses.

**Village Administrator:** Village Administrator Charlotte Colley gave the June monthly report.

- Water Production for June – 5,713,890 gallons
- Wastewater Flows for June – 9,108,300 gallons

- 1) Reported that the operations department is mowing right-of-ways throughout the Village, repaired water breaks on Garfield Avenue and North Friendship Drive, and temporarily repaired the 83/40 traffic control box due to damage from a lightning strike.
- 2) Reported that she organized zoning files/information and is working with residents and businesses on zoning needs as they arise. Issued a demolition permit for a garage with fire damage and she is working with a contractor building a new home on Garfield Avenue.
- 3) Reported that pre-applications for ARC/GOA funding on the North Friendship Drive Waterline Replacement Project and WWTP Tertiary Treatment System have been submitted.
- 4) Reported that she is preparing the 2020 Street Improvement Project plan and specifications in advance of bid request advertisement.

**Infrastructure Committee:** Committee chair Robert Dickson stated that the committee met on June 29.

- 1) Committee recommends passage of Resolution 2020-7-16 authorizing bids for the 2020 Road Improvement project.

**Safety Committee:** Committee chair KJ Kearns stated that the Safety Committee did not meet, but they did want to thank the fire department and police department for their proactive fundraising, and to thank the fire department for both the splash attack and the fireworks display.

**Finance Committee:** Committee chair Steve Wootton reported that the finance committee met on July 7.

- 1) Committee recommends passage of Resolution 2020-17-14, accepting the lowest and best bid for the water treatment plant clarifier renovation project, as well as Resolution 2020-7-15, authorizing a cooperative agreement for construction of the water treatment plant clarifier project between the Village and the Ohio Water Development Authority.

- 2) Committee recommends passage of Resolution 2020-7-16, authorizing the advertisement for bids for the 2020 Road Improvement project.
- 3) Committee recommends passage of Resolution 2020-7-17, authorizing the Fiscal Officer to expend funds received from the County Coronavirus Relief Distribution Fund.
- 4) Committee heard the June financial report and COVID-19 related expenditures and reviewed the mid-year financial information.

## OLD BUSINESS

## NEW BUSINESS

Moved by Wootton    Seconded by Dickson  
**Resolution 2020-7-14**, a resolution authorizing the Village Administrator to enter into a contract with the lowest and best bidder for the water treatment plant clarifier renovation project and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson    Seconded by Wootton  
That **Resolution 2020-7-14** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Baier    Seconded by Shegog  
**Resolution 2020-7-15**, a resolution authorizing the Village Administrator to apply for, accept, and enter into a cooperative agreement for construction of the water treatment plant clarifier project between the Village of New Concord and the Ohio Water Development Authority and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Shegog    Seconded by Baier  
That **Resolution 2020-7-15** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson

Seconded by Kearns

**Resolution 2020-7-16**, a resolution authorizing the advertisement for bids for the 2020 Road Improvement Project and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns

Seconded by Dickson

That **Resolution 2020-7-16** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino

Seconded by Kearns

**Resolution 2020-7-17**, a resolution authorizing the Fiscal Officer to expend funds received from the County Coronavirus Relief Distribution Fund for uses consistent with the CARES Act requirements and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns

Seconded by Sabino

That **Resolution 2020-7-17** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Baier

Seconded by Wootton

**Resolution 2020-7-18**, a resolution determining to proceed with the submission to the electors of the question of a replacement levy for a tax in excess of the 10-mill limitation in accordance with Section 5705.34 of the Ohio Revised Code to provide for the general construction, reconstruction, resurfacing, repair and maintenance of streets, roads and bridges in the Village of New Concord, Ohio and declaring an emergency.

Wootton	yea	Shegog	yea
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Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton  
That **Resolution 2020-7-18** be approved as read. Seconded by Baier

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

**APPROVAL OF BILLS:** See list

Moved by Dickson, seconded by Wootton that the bills be approved for payment. All voted yea. Motion carried. Bills list on file in the Clerk's office.

**ANNOUNCEMENTS:**

- Farmer's Market – Mondays – 4 PM-7 PM – Stormont Park
- Planning Commission Meeting – Thursday, July 23<sup>rd</sup> - 7 PM- Cancelled
- Village Council Meeting – Monday, August 10<sup>th</sup> – 6:30pm – Village Hall

**MISCELLANEOUS:**

**EXECUTIVE SESSION:** Baier motions, Dickson seconds, to move into executive session to discuss potential discipline to personnel. All vote in favor. Motion carries.

**ADJOURNMENTS:** Motion by Baier, second by Wootton to adjourn executive session. Executive session adjourned at 8:17 PM. Motion by Baier, second by Wootton to adjourn meeting. Meeting adjourned at 8:18 PM.

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Mayor

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Fiscal Officer