

January 11, 2021

Mayor Jennifer Lyle called the meeting to order on Monday, January 11, 2021 with all members present.

Moved by Wootton, second by Shegog that council dispense with the reading of the December 14, 2020 minutes and approve as distributed. Motion carried. Moved by Wootton, second by Kearns that council dispense with the reading of the December 16, 2020 minutes and approve as distributed. Motion carried.

REPORTS

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

- 1) Reported that there were 228 calls for service.
- 2) Reported that there have been 2963 calls for service year to date.
- 3) Reported that there were 7 traffic citations and 7 traffic warnings for the month.
- 4) Reported that there were 300 traffic citations and 402 traffic warnings year to date.
- 5) Reported that there were 4 misdemeanor arrests and 3 warrant arrests.
- 6) Reported that there were 300 total citations issued in 2020 and 402 total warnings in 2020.
- 7) Reported that a donation of \$1000 was given to the K9 Fund.

Fire Chief: Assistant Fire Chief Troy Cole gave the December monthly report.

- 1) Reported that there were 118 total EMS runs for the month.
- 2) Reported that there have been 848 EMS runs year to date.
- 3) Reported that there were 21 fire runs.
- 4) Reported that there were 192 fire runs year to date.
- 5) Reported that the fire department is setting up a decontamination area which will include the washer donated by the Rich Hill Township Trustees, a washer purchased by the Village for towels, and a sink purchased by the New Concord Fire Association.
- 6) Reported that the Fire Department has changed its policy to respond to all responses with lights and sirens; rather, the department will continue to respond promptly to all calls but will only use lights and sirens for emergencies to reduce issues with traffic.
- 7) Thanked the Village for the meal provided for the crew on duty for Christmas day.
- 8) Reported that 2 current volunteers are taking Fire Fighter One classes.
- 9) Dickson thanked Cole for his work in the past year.

Mayor: Mayor Lyle gave her December report.

- 1) Welcomed Jim Whitehair to council.
- 2) Thanked Brent Gates for his 42 years of service to the Village of New Concord. Gates retired on December 31, 2020.
- 3) Reported that Village Hall remains closed due to COVID-19. Dickson stated that he feels that Village Hall should be open to the public due to the fact that safety measures

are in place. Lyle stated that she continues to work with the Health Department and follow their guidance.

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

- 1) Reported the fund status is \$782,072.
- 2) Reported that appropriated expenditures were at 91.6%, all less than 2020 approved appropriations.
- 3) Reported that projected revenue was at 106%.
- 4) Reported that the year-to-date fund carryover balance comparison was: 24% for the general fund; 0% for the street operations fund; 189% for the fire fund; 39% less for the water fund; and 21% for the sewer fund.
- 5) Reported that the 2020 Fund Carryover balance is \$789,444.19.
- 6) Reported that the Village received 3 COVID-19 rebates/dividends equaling \$123,740 from the Bureau of Workers' Comp.
- 7) Reported that CARES Act expenditures totaled \$162,380 with \$116,774 to salaries/benefits; \$4,943 to contractual services; \$5,629 to supplies and materials; and \$35,034 to capital outlay.
- 8) Reported that \$305,117 in principal debt was retired in 2020.
- 9) Reported that total revenue for 2020 was \$4,032,000 and total expenditure was \$3,866,000.
- 10) Shegog thanked Marlatt for her work on creating this report, Kearns thanked her for the graphs, Wootton thanked her for working with him on the Finance Committee.

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

- Water Production for December – 5,894,110 gallons
- Wastewater Production for December – 10,129,500 gallons

- 1) Reported that there was a large water break, along with a power outage on December 25. The operations department located and isolated the water break, after opening emergency water connection with Muskingum County, in order to restore water to the Village. The water treatment plant crew worked with operations staff to reset pumps and equipment necessary for water flow and sewer collection.
- 2) The water treatment plant crew responded to a water break on December 26.
- 3) The operations department handled snow & ice control on Christmas Eve and Christmas Day for a large storm.
- 4) In the zoning report, reported that the Planning Commission met on December 10th to discuss an extension of the use of 172 S. Friendship Drive by Muskingum University as quarantine housing. The request was granted until May 31, 2021.
- 5) She reported that she handled multiple zoning inquiries related to homes for sale.
- 6) Reported that she met with residents to discuss a storage building placement, that was approved in error. Facilitated an agreement on steps the owner will take to improve the aesthetics.
- 7) Reported on the temporary personnel policy of the extension of COVID-19 employee emergency leave and asked council to approve this. The federal mandate for this leave was not extended into 2021. However, with COVID-19 cases, and mandated health

- 8) Reported that she is working with Department heads to develop lists of budget requests. Asking that they work with their staff to identify needs to 2021 and also provide cost estimates or quotes.
- 9) Reported that the WWTP Tertiary Treatment System Project, along with the 2nd WTP Clarifier repair project, were submitted in the Ohio Public Works Commission (OPWC) Round 35 for consideration. The Muskingum County sub-committee met on January 5th to review countywide projects and assign points. Neither of the projects from New Concord received points from the sub-committee and will not advance in the regular round of funding.
- 10) Reported that she will be submitting to the OPWC small government funding round, which is evaluated on a statewide basis rather than by county. The Village has always been successful with this process and our engineers feel that our chances of receiving funding for our priority 1 project, the WWTP Tertiary Treatment System, are very good because the Village does have documented findings and order from the Ohio EPA due to repeated manhole overflows during heavy rain events.

Ordinance 2021-26, an ordinance vacating a portion of abandoned roadway and declaring an emergency.

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Kearns is elected Council President.

APPROVAL OF BILLS: See list
Moved by Dickson, seconded by Shegog that the bills be approved for payment. All voted yea. Motion carried. Bills list on file in the Clerk's office.

ANNOUNCEMENTS:

- Planning Commission Meeting – Thursday, January 21st – Cancelled
- Village Council Meeting – Monday, February 8th – 6:30pm – Village Hall

MISCELLANEOUS:

Sabino thanked Colley for keeping council informed during the power outage and water break December 25.

ADJOURNMENTS: Motion by Dickson, second by Wootton to adjourn meeting. Meeting adjourned at 7:46 PM.

Mayor

Fiscal Officer