

November 8, 2021

Mayor Jennifer Lyle called the meeting to order on Monday, November 8, 2021 with all members present.

Moved by Wootton, second by Kearns that council dispense with the reading of the October 11, 2021 minutes and approve as distributed. Motion carried.

Visitors: Susan Dannemann, Jarvin Talkington, Mike Kruzan, Angie Goff, Tiffany Niggemyer

Kruzan addressed council to say that he is concerned about the flashing light at Main Street and Stormont Street, as it leads to increased traffic speed along Main Street. He also stated that he believes that a left-hand turn signal is needed at the light at State Route 83 and Main Street.

REPORTS

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

- 1) Reported that there were 238 calls for service.
- 2) Reported that there have been 2006 calls for service year to date.
- 3) Reported that there were 45 traffic citations and 30 traffic warnings for the month.
- 4) Reported that there were 303 traffic citations and 253 traffic warnings year to date.
- 5) Reported that there were 20 misdemeanors, 2 felony cases, and 2 warrant arrests.

Fire Chief: Fire Chief Matthew Hamsher gave the October monthly report.

- 1) Reported that there were 92 total EMS runs for the month.
- 2) Reported that there were 20 fire runs.
- 3) Reported that there were 2 incidents of the department not being able to respond to a call.
- 4) Reported that Medic 901 is back in service.
- 5) Reported that the Cumberland Trail Fire Department did not authorize the purchase of the used ambulance that was approved by the New Concord Village Council in Resolution 2021-10-67, so the New Concord Fire Department has offered a lower bid and are waiting to hear if it is accepted.

Mayor: Mayor Lyle gave the October monthly report.

- 1) Congratulated Steve Wootton, KJ Kearns, Jim Whitehair, and Stan Taylor on their election to council.
- 2) Reported that Ordinance 2021-48 is needed to create a records commission to allow the process to begin concerning records retention in the Village.
- 3) Reported that Muskingum University will host a COVID-19 vaccine clinic on November 19th.
- 4) Reported that the South Friendship water line project is complete, with the exception of two residential sidewalks that were removed to place the water line which now must

be replaced. Stated that she and the Administrator are working with the residents affected to replace the sidewalks.

- 5) Whitehair asked about a waterline off of the ground at the end of Montgomery, Giroux will look into this.
- 6) Dickson asked about the height of the fire hydrants, Giroux stated that this is for better access to the hydrants when needed.

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

- 1) Reported that the fund report balance is \$989,043.
- 2) Reported that projected revenue received is 95% in the general fund; 85% in the operations fund; 83% in the fire fund; 82% in the water fund; and 80% in the sewer fund, with \$305,846 from other sources, and \$116,221 from the American Rescue Plan Act.
- 3) Reported that total expenditures are 80% in the general fund; 71% in the operations fund; 67% in the fire fund; 74% in the water fund; and 74% in the sewer fund.
- 4) Reported that she has completed her required training hours.

Administrator: Village Administrator Rick Giroux gave the October monthly report.

- 1) Reported that he completed and submitted the Village's 2021 Tree City registration renewal.
- 2) Reported that he completed the 2021 Tree Removal List.
- 3) Reported that he ordered and installed new American flags for Main Street in preparation for Veteran's Day on November 11. He also ordered new flag sets for the Mayor's Office and Council Chambers. The US flag for Council Chambers has not yet arrived.
- 4) Annual leaf pickup began November 1 and will continue throughout the month.
- 5) Reported that he contacted the cemetery mowing contractor to ask them to mow and trim the cemetery every week until the first heavy frost arrives, with special attention prior to Veteran's Day. The contractor said they will take care of this each week as weather permits.
- 6) Reported that he attended an Ohio Mid-East Governments Association (OMEGA) meeting in Cambridge recently with Mayor Lyle and Finance Office Marlatt.
- 7) Reported that Capital projects/equipment lists have been submitted by departments and divisions. He is in the process of compiling these lists into a draft 5-year CIP.
- 8) Reported that he attended a Board of Trade meeting regarding the scope of this year's Christmas parade and met with Chief Peck to help work out the parade logistics. The chief contacted ODOT for additional signs and barricades. Also discussed was utilizing utility plant and maintenance ops personnel assist with setting up road blocks and traffic control.
- 9) Reported that he will be submitting a grant application to the Public Entities Pool (PEP) in order to purchase additional traffic safety equipment for the police department and maintenance ops. The grant offers up to \$1000 grant award for risk control training and equipment. Items sought will be traffic safety vests, road cones and barricades, traffic control wands for police officers.
- 10) Reported that OWDA has to approve the additional funding of \$51,701.00 for water plant clarifier #1 gearbox drive unit. Agreement documents were countersigned and submitted. Subsequently, the change order has been approved.

to purchase and install the unit Superintendent Chris Huebner advises in may be some months before the unit is built and delivered.

- 11) Reported that Superintendent Huebner has advised that it would be prudent to also replace the bearing ring on Clarifier 1 at a cost of \$3,166.00. This will be considered after the gearbox drive unit has been replaced. Plan is to use the remaining project balance, which is projected to be approximately \$16,000.00 to cover that cost. Any remaining balance after that will be refunded back to OWDA when we close out the project.
- 12) Reported that the locations for the new "no thru semi-trucks" signs for Maple Lane, off SR83, and Old Rix Mills Road have been determined and will be ordered this week. Old Rix Mills Road is not suitable for semi-truck traffic. Semis will be encouraged to proceed north on SR83 and then to US 40 if they are heading east or west.
- 13) Reported that the operations department repaired the main reservoir bridge.
- 14) Reported that the "Caution - Dip" signs for Speer Alley were installed.
- 15) Reported that Village cemetery improvements are pending and will include righting all fallen grave stones, roads to be graveled and trim all bushes creating visibility obstructions onto Friendship Drive.
- 16) Reported that he has requested a Design Review Board meeting to review and approve three projects. Two for new signs and one for ADA parking on Main Street.
- 17) In zoning, he reported Adams House construction on Ash Circle, demolition of dilapidated garage at 114 Maple Street, and installation of rear yard accessory building (storage shed) at 51 East Maple (R-2)
- 18) Reported that the Friendship Drive Waterline Project was completed October 30. Final review of right-of-way restoration should be completed this week.
- 19) Reported that the sand volleyball court excavation is scheduled to commence tomorrow, November 9. All other materials are on site and ready to install after the volleyball court is done. Staff still anticipates completing the project this month.

Infrastructure Committee: Committee Chair Robert Dickson reported that the infrastructure committee met on September 25.

- 1) Committee discussed the annual tree trimming and tree removal project, with only 2 trees needing to be removed which will be replaced.
- 2) Committee discussed the sidewalk program, which will take place in the spring.
- 3) Committee discussed leaf pickup, which has begun.
- 4) Committee heard the completion report on the Friendship Drive water line project.
- 5) Reported that there are improvements coming to the reservoir area.
- 6) Reported that maintenance is being done at the cemetery.

Policy Committee: Committee Chair Levi Shegog reported that the policy committee met on Tuesday, November 2.

- 1) Committee discussed D1 and D2 liquor permits within the Village with an attorney, which was paid for by an anonymous donor.
- 2) Committee discussed the spending policy.

Finance Committee: Committee chair Steve Wootton stated that the finance committee met on Monday, November 8.

- 1) Committee recommends passage of Resolution 2021-11-68, which will allow for a better financing option for the radios needed in the police and fire departments.
- 2) Committee recommends passage of Ordinance 2021-49 to amend appropriations for year-end bookkeeping.
- 3) Committee recommends passage of Resolution 20201-11-69 which will allow for fees to be collected which is necessary to begin to charge attorneys when documents are requested.
- 4) Committee recommends passage of Resolution 2021-11-70 which is routine housekeeping legislation.

OLD BUSINESS

Moved by Kearns

Seconded by Whitehair

Ordinance 2021-39, an ordinance establishing requirements for the proper disposal of dog or other animal solid waste so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply. Second reading.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

NEW BUSINESS

Moved by Shegog

Seconded by Sabino

Ordinance 2021-48, an ordinance establishing a records commission in the Village of New Concord, Ohio and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino

Seconded by Shegog

That **Ordinance 2021-48** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton

Seconded by Kearns

Ordinance 2021-49, an ordinance amending Ordinance 2021-29 in order to decrease appropriated funds for the Village of New Concord, Ohio during the fiscal year ending December 31, 2021 and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns Seconded by Wootton
That **Ordinance 2021-49** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino Seconded by Dickson
Resolution 2021-11-68, a resolution repealing Resolution 2021-
10-64 and authorizing the fiscal officer to enter into a
municipal lease purchase agreement with Motorola Solutions, Inc.
and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson Seconded by Sabino
That **Resolution 2021-11-68** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns Seconded by Wootton
Resolution 2021-11-69, a resolution establishing records recovery fees for fire and emergency medical services and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton Seconded by Kearns
That **Resolution 2021-11-69** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Whitehair Seconded by Shegog
Resolution 2021-11-70, a resolution transferring various sums of money
in the year 2021 budget from various funds listed herein to various
account codes listed and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Shegog Seconded by Whitehair
That **Resolution 2021-11-70** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	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:

- Veterans' Day Ceremony – Thursday, November 11th – 10:15am - Westminster Church
- Thursday, November 25th and Friday, November 26th – Village Hall Closed
- Tree Lighting and Christmas Parade – Monday, November 29th – 6 pm
- Village Council Meeting – Monday, December 13th – 6:30pm – Village Hall

MISCELLANEOUS:

ADJOURNMENTS: Motion by Dickson, second by Sabino to adjourn meeting. Meeting adjourned at 7:24 PM.

Mayor

Fiscal Officer