

**February 14, 2022**

Mayor Jennifer Lyle called the meeting to order on Monday, February 14, 2022 with all members present.

Moved by Shegog, second by Taylor that council dispense with the reading of the January 10, 2022 minutes and approve as distributed. Motion carried.

Visitors: Michael J. Travis, C.E.M., Customer & External Affairs Manager, AEP Ohio

Mr. Travis provided a brief overview of the outage that affected the New Concord area, and explained AEP Ohio's Incident Command System structure during outage events.

## **REPORTS**

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

- 1) Reported that there were 276 calls for service.
- 2) Reported that there have been 276 calls for service year to date.
- 3) Reported that there were 11 traffic citations and 20 traffic warnings for the month.
- 4) Reported that there were 11 traffic citations and 20 traffic warnings year to date.
- 5) Reported that there were 5 misdemeanors and 1 felony case.
- 6) Whitehair asked if the department has noticed any increase in speed at the light at Stormont Street and Main Street since it has begun flashing at 4:30 pm? Chief Peck stated that they have not noticed increased speed but do believe that the time that the light begins flashing should be moved to a later time in the day.

**Fire Chief:** Fire Chief Matthew Hamsher gave the January monthly report.

- 1) Reported that there were 81 total EMS runs for the month.
- 2) Reported that there were 17 fire runs.
- 3) Reported that there were 6 incidents of the department not being able to respond to a call, 2 of which were within the contracted area which were handled through mutual aid.
- 4) Reported that the department received \$47,000 in MARCS grant funding, allowing the department to now have 30 radios within the department.
- 5) Reported that 8 members are currently in Level II Firefighter Class.
- 6) Reported that the department is advertising for bids for Engine 902.

**Mayor:** Mayor Lyle gave the January monthly report.

- 1) Reported that staff leadership is meeting monthly.
- 2) Thanked Muskingum University for the use of a generator at the water treatment plant during the recent ice storm.
- 3) Reported that she has been attending webinars concerning ARPA funding, as well as meeting with the Ohio EPA about infrastructure funding.

- 4) Reported that she has been working with the Fiscal Officer and Village Administrator on the development of the budget.
- 5) Reported that the Planning Commission will meet on Thursday, February 17 to discuss an application from Sheetz.
- 6) Reported that Celebrate New Concord has added two new members and is planning the concert season.
- 7) Reported that she met with Orbit Media and Troy Simmons concerning issues pertaining to the Straker grant for technical upgrades.

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

- 1) Reported that the police cruiser will be delivered February 15, 2022 and so Ordinance 2022-56 is needed for passage to allow for the issuance of bonds to pay part of the cost of the vehicle.
- 2) Reported a budget workshop is scheduled for February 28<sup>th</sup> at 12:15 pm.

**Administrator:** Village Administrator Rick Giroux gave the January monthly report.

- 1) Reported that he completed the first 5 Year Capital Improvement Plan draft. It's still a work in progress, but it should be a handy reference on near future capital project and equipment needs for the Village.
- 2) Reported that the Code Inspector reported two property complaints this month. One compliance, one in process. Also, at the request of the police department, the inspector is currently screening for derelict cars on Main Street.
- 3) Reported that an engineering firm the Village has worked with in the past, IBI Engineering, is offering a \$1500 college scholarship to area high school students. The information and applications were forwarded to the schools.
- 4) By decree of the Arbor Day Foundation, the Village earned recognition as a 2021 Tree City USA. New Concord first became established as a Tree City in 1981.
- 5) Reported that Plant Superintendent Chris Huebner is recovering well from his recent surgery.
- 6) Reported that the Village has begun updating its Harmful Algal Bloom (HAB) Treatment Optimization Protocols project in compliance with our PWS permit obligations.
- 7) Reported that The Village used portable generators for the WTP during the recent power outage. However, the outage reinforces the need for a permanent generator to be installed at the plant. The Village is currently exploring our funding options for one.
- 8) Reported that the emergency permanent generator at the WWTP functioned efficiently as designed and expected, with no issues.
- 9) Reported that the water treatment plant received a violation notice for late sample reporting for microcystins. The notice is only for the delayed sampling report and is not a water quality issue. Superintendent Huebner advises that steps have been taken to prevent this from happening in the future.
- 10) Thanked all of the operators for their efforts and long hours at the plants during the recent severe weather to keep things going.

- 11) Reported that in addition to snow and ice control, operations have been diligent about filling in potholes as they find them. This time of year, they use a temporary “cold patch” material, until the asphalt plants open in the Spring for more permanent repairs.
- 12) Reported that the operations department repaired a water line break on Fern Ridge Circle. No boil alert was necessary.
- 13) Reported that the operations department repaired a mainline water break at Muskingum University by Thomas Hall. No boil alert was necessary.
- 14) Thanked the entire maintenance crew for a terrific job during the recent severe weather response and power outage, and especially for maintaining power at the WTP and booster stations. Also thanked the Muskingum University maintenance staff for their assistance and use of the needed generators.
- 15) Completed the zoning application review, with Mayor Lyle, for proposed regulations variances for the Sheetz Project site plan. This application is also subject to a pending review by the Planning Commission during its February 17 meeting.
- 16) Completed the zoning application review for proposed exterior residential renovations within the Historic District. This application is subject to further review by the Design Review Board during its February 16 meeting
- 17) The Village’s Small Government Program funding application for the project did not make the award list for this very competitive cycle for the Water Treatment Plant Clarifier 2 Renovation. Estimated total project cost is \$380,000.00. The Village is currently seeking alternative funding sources.
- 18) Village staff, with technical support from CT Engineering Consultants, have scheduled a meeting late next week to move forward on our required National Pollutant Discharge Elimination System (NPDES) compliance schedule draft for the Ohio EPA. The schedule is specifically related to our wastewater remediation plan to address I/I problems with our collection system over time. The draft is required to be submitted to OEPA no later than March 15.

**Infrastructure Committee:** Committee chair Robert Dickson stated that the infrastructure committee met with the finance committee on Monday, February 14.

- 1) Committee recommends passage of Resolution 2022-2-78, which will authorize the Village Administrator to enter into a contract with CT Engineering Consultants for professional services related to implementation of the New Concord wastewater NPDES Violation Remediation Plan and Compliance Schedule Requirements.

**Safety Committee:** Committee Chair KJ Kearns stated that the safety committee did not meet, but would like to thank Village staff as well as Muskingum University for their work during the recent ice storm.

**Finance Committee:** Committee chair Steve Wootton stated that the finance committee met with the infrastructure committee on Monday, February 14.

- 1) Committee recommends passage of Resolution 2022-2-78, which will authorize the Village Administrator to enter into a contract with CT



