

April 11, 2022

Mayor Jennifer Lyle called the meeting to order on Monday, April 11, 2022 with all members present except Shegog.

Moved by Wootton, second by Taylor that council dispense with the reading of the March 14, 2022 minutes and approve as distributed. Motion carried.

REPORTS

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

- 1) Reported that there were 463 calls for service.
- 2) Reported that there have been 1024 calls for service year to date.
- 3) Reported that there were 36 traffic citations and 32 traffic warnings for the month.
- 4) Reported that there were 74 traffic citations and 90 traffic warnings year to date.
- 5) Reported that there were 238 business checks and 4 parking citations.
- 6) Reported that there were 5 misdemeanor cases, 6 felony cases, and 1 warrant arrest.

Fire Chief: Fire Lieutenant Billy Mitchell gave the March monthly report.

- 1) Reported that there were 57 total EMS runs for the month.
- 2) Reported that there were 31 fire runs.
- 3) Reported that there were 6 simultaneous runs, of which 1 was within the contracted area which was handled through mutual aid.
- 4) Asked council to support Resolution 2022-4-82 for the purchase of a new ambulance.

Mayor: Mayor Lyle gave the March monthly report.

- 1) Reported that Image Solutions is working to make Village computers run on a virtual private network (VPN).
- 2) Reported that she and the Village Administrator met with Ken Oehlers of Habitat for Humanity.
- 3) Reported that she was a representative on both the Muskingum University Walter K. Chess Scholarship Committee and the Health District Advisory Council for the Muskingum County Health Department.
- 4) Reported that holiday pay has been added for 3 holidays (July 4, Thanksgiving, and Christmas) for the fire department.
- 5) Stated that she added language to Resolution 2022-3-80 which includes language about conducting public meetings.

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

- 1) Reported that the Fund Balance is \$1,142,323.
- 2) Reported that she received the first half of the real estate settlement tax for 2021 from the Muskingum County Auditor. The general fund received \$66,145 and the street assessment fund received \$72,643.
- 3) Fund revenue: General Fund, \$400,044, 34% of projected revenue; Operations, \$54,905, 25% of projected revenue; Fire, \$246,373, 26% of projected revenue; Water, \$195,120, 33% of projected revenue; Sewer, \$200,827, 35% of projected revenue.
- 4) Expenditures: General Fund, \$341,583, 25% of projected expense; Operations, \$52,391, 22% of projected expense; Fire, \$258,635, 24% of projected expense; Water, \$140,716, 23% of projected expense; Sewer, \$169,237, 24% of projected expense.

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

- 1) Reported that the Village received approval from the Ohio Emergency Management Agency to amend our Hazard Mitigation emergency generators grant pre-application from \$195K to \$455K. The amended version requests funding for three generators; one for the water plant, one for Village Hall and Fire Station and one for a water booster station. If the pre-application is approved for further consideration, a full application will be submitted.
- 2) Reported that he worked closely with CT Engineering to draft and submit a grant application for lead service line mapping for central New Concord. The grant request was for the maximum award of \$50,000.
- 3) Reported that he drafted a formal letter of endorsement for Muskingum University's Ohio Department of Natural Resources Hollow Trail Project grant application.
- 4) Updated and submitted the Village's Public Entity Insurance Pool (PEP) membership and renewed our Great Lakes Community Action Partnership (GLCAP/RCAP) service agreement for general technical assistance. The assistance includes GIS services, utility rate studies, asset management plans, sanitary capacity, management, operations and maintenance services and environmental assessments.
- 5) Superintendent Huebner advises the new drive unit at Clarifier 1 has been installed at the water plant and is functioning as expected.
- 6) The annual OEPA Consumer Confidence Report (CCR) and public notifications for our water system is completed with pending delivery all Village water customers. The CCR was also uploaded to the Village's website.
- 7) The Village's Harmful Algae Bloom (HAB) protocols have been completed and submitted the Ohio EPA and is currently waiting for approval. He thanks Superintendent Huebner for his efforts on this project, it was a very extensive document.
- 8) New Concord is in the top 20 for the money GLCAP received from the OEPA for service line inspections. This will include additional GIS services, community outreach help, and field inspections. All this work will be covered in the OEPA money. They are also going to map sites by drone.
- 9) Superintendent Huebner advises that Quasar Energy, after 11 years of accepting the Village's wastewater treatment plant sludge, is closing its operations. As a result, our sludge disposal costs will double from \$22,000 to about \$45,000 using the landfill alternative. However, he is working on a land application option, via the Ohio EPA and Agri-Sludge, to reduced our sludge removal costs close to the original Quasar disposal costs.
- 10) The Ohio EPA five-year water system valve/flushing schedule completed and will begin this year. He publicly thanks Maintenance Operator Trent Johnson for his efforts developing this detailed schedule.
- 11) Repaired the traffic signal at Stormont.
- 12) Installed a third free micro library on Lakeside Drive.

- 13) Completed and submitted the required OEPA man hours report.
- 14) Repaired Garland Way street lights.
- 15) Repaired catch basin on Maple.
- 16) Resolved a residential sewer line problem.
- 17) Repaired leaf vac.
- 18) Corrective actions on manhole sizes and new pans in compliance with the Village's new I&I scheduled requirements.
- 19) Installed a new tap and meter pit for a property with new housing construction.
- 20) Patched pot holes.
- 21) Installed a new storm water culvert.
- 22) Repaired several broken meters.
- 23) Collected required water system samples.
- 24) Conducted several water system locates.
- 25) Approved two zoning permits for residential house additions in R-1 districts.
- 26) Approved one fence installation permit in an R-1 district.
- 27) Approved a zoning permit, with the Design and Review Board's review and approval, for a commercial renovation in the downtown historic district.
- 28) The engineering review of the Sheetz site plan was completed. After an assessment of the review with CT Engineering, it was forwarded to Sheetz for a reply and compliance of the requested amendments in lieu of a final approval from the Village.
- 29) In Code Enforcement:
 - One high grass/weeds violation, the case is in progress.
 - Two junk/litter in yards violations, both cases in compliance and closed.
 - One junk vehicle violation, the case is in progress.
- 30) Dickson asked if there was any information about the crossing at Liberty Road, Giroux stated that it is in progress.

Policy Committee: Jim Whitehair stated that policy did not meet but is recommending passage of Resolution 2022-3-80.

Safety Committee: Committee chair Kristi Kearns stated that the safety committee met on Monday, April 4.

- 1) Committee recommends passage of Resolution 2022-4-82, which will authorize the mayor to enter a purchase agreement with Penn Care Inc. for an ambulance.
- 2) Committee heard about planning for the replacement of Engine 901.
- 3) Committee heard a review of turnout gear replacement.

Finance Committee: Committee chair Steve Wootton stated that the finance committee met on Monday, April 11.

- 1) Committee recommends passage of Resolution 2022-4-82, which will authorize the mayor to enter a purchase agreement with Penn Care Inc. for an ambulance.
- 2) Committee recommends passage of Resolution 2022-4-83, authorizing participation in the ODOT Road Salt Contracts awarded in 2022.
- 3) Committee recommends passage of Resolutions 2022-4-84 and 2022-4-85, which are routine financial housekeeping resolutions.

APPROVAL OF BILLS: See list

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

ANNOUNCEMENTS:

- Planning Commission- Thursday, April 21st - 7pm – Village Hall - Cancelled
- Let's Pick It Up New Concord – April 22nd to April 30th
- Drug Take Back Day – Saturday, April 30th – 10 am to 2 pm – Village Hall
- Zane Grey Family Day – Saturday, April 30th – 12 to 4 pm – National Road and Zane Grey Museum
- Pool Pre-Season Pool Pass Sale Ends – May 1st
- New Concord Blooms – May 1st to May 14th
- Village Council Meeting – Monday, May 9th – 6:30pm – Village Hall
- New Concord Area Pool Opens – Wednesday, June 1st

MISCELLANEOUS:

EXECUTIVE SESSION: Kearns motioned, Wootton seconded go into executive session discuss the employment of an employee. All vote in favor. Executive session begins at 7:31 pm.

At 7:51 pm, Dickson motioned to adjourn executive session, Wootton seconded. All vote in favor.

ADJOURNMENTS: Motion by Dickson, second by Wootton to adjourn meeting. Meeting adjourned at 7:52 PM.

Mayor

Fiscal Officer