

**March 13, 2023**

Mayor Jennifer Lyle called the meeting to order on Monday, March 13, 2023 with all members present except Wootton.

Moved by Taylor, seconded by Kearns that council dispense with the reading of the February 13, 2023 minutes and approve as distributed. Motion carried.

Visitors: Erin Stevens, Kodi Brenner, Timothy S. Taylor, Bob Lamb

## **REPORTS**

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

- 1) Reported that there were 291 calls for service.
- 2) Reported that there have been 667 calls for service year to date.
- 3) Reported that there were 38 traffic citations and 20 traffic warnings for the month.
- 4) Reported that there were 76 traffic citations and 49 traffic warnings year to date.
- 5) Reported that there were 210 business checks and 1 parking citation.
- 6) Reported that there were 2 misdemeanor cases and 1 warrant arrest.

**Fire Chief:** Fire Chief Matt Hamsher gave the February monthly report.

- 1) Reported that there were 76 total EMS runs for the month.
- 2) Reported that there were 16 fire runs.
- 3) Reported that there were 5 missed calls.
- 4) Requested support of Resolution 2023-3-113.

**Mayor:** Mayor Jennifer Lyle gave the February monthly report.

- 1) Reported that committee members will remain the same for 2023. Dates and times for committee meetings will remain the same.
- 2) Introduced Erin Stevens of SOPEC.
- 3) Bob Lamb, senior vice president with Connect Real Estate, partner with Appalachian Community Development grant, spoke on the logistics of the creation of a Community Investment Corporation (CIC).

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

- 1) Reported that the 2023 operating budget is \$5,603,393.
- 2) Asked that council approve Ordinance 2023-79 to adopt the budget and permanent appropriations.
- 3) Asked that council approve Resolution 2023-3-114 allowing transfers of funds to correct accounts.

- 4) Asked for a motion for appointments to the Volunteer Firefighters Dependent Fund, Dickson made a motion, Kearns seconded, to accept the appointments of the following people to the Volunteer Firefighters Dependent Fund: Jennifer Lyle, Robert Dickson, Matt Hamsher, KJ Kearns and George Shegog. Motion passed.

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

- 1) Zayo Group fiber optic installation engineering and easement lease agreement completed.
- 2) New Concord Ranked No. 24 Ultimate College Town by Washington Post - New Concord, OH (Feb. 16, 2023) – New Concord, home to Muskingum University, is ranked No. 24 in a nationwide survey to determine the “collegiest” college town.
- 3) 2022 Sanitary Sewer Overflow Annual report and the Critical Water Users Information added to the Village website.
- 4) Small Government funding application for Round 37 for the WTP Clarifier 2 Rehab Project for \$380,000 did not get funded. A 2023 WSRLA application was recently submitted.
- 5) Submitted documentation packet to the USDA needed to begin the application process for the gap loan for the fire engine purchase balance. Current rate is 3.75% for a term of ten years.
- 6) USDA required compliance security inspection, on site at the WWTP, is scheduled for March 14.
- 7) Main Street Traffic Light Assessment by ODOT is scheduled for March 23.
- 8) Submitted comprehensive USDA Compliance Review/Community Contacts survey completed
- 9) Lead service line mapping Phase 1 for residential water line assessments in the southern sector of Village or all areas south of Cherry Lane, will begin around March 20.
- 10) Lead service line mapping Phase 2 for residential water line assessments in the western sector of Village or all areas west of Friendship Drive, will begin around May 15.
- 11) RCAP camera work for main sewer lines south of Main Street to assess potential I&I issues to begin April 3.
- 12) The WTP Emergency Generator Grant agreement for \$50,000 has been fully executed by OEPA. Implementation process to begin later this month.
- 13) Muskingum University CRA application was approved and submitted to county auditor for over \$1.5 million in new structural investments.
- 14) The Military Heroes Campaign Boot Drive in the Village has been scheduled for March 25.
- 15) Assisted the mayor and fiscal officer with the annual budget development.
- 16) Installation of a 4-inch wheel valve manifold system that enables us to backwash filters without the use of our backwash pumps.
- 17) Completed and submitted both treatment plant Monthly Operating Reports and Operator coverage time Reports to Ohio EPA.
- 18) Operators are performing daily operations and maintenance of the water plant. Ensuring chemicals are properly fed at each point in the water plant.
- 19) Operation of pumps to fill distribution system tanks. Ensuring compliance of drinking water standards.
- 20) Perform daily analysis of drinking water and send out weekly testing of Microcystis.
- 21) Starting November algae sample schedule will be reduced to sampling every two weeks instead of weekly

- 22) Completed and submitted both treatment plant Monthly Operating Reports and Operator coverage time Reports to Ohio EPA.
- 23) Completed and submitted 2022 Sludge, Sanitary Sewer Overflow, and Pesticide annual reports to Ohio EPA.
- 24) Made repairs to waste pit valve check valve and north clarifier scum trough valve.
- 25) Made repairs to belt press polymer pump system.
- 26) Operating belt press and stockpiling biosolids for land application. 4 dumpsters full of sludge were hauled to Hannah farms last week.
- 27) Completed demolition of concrete tank and covered it with asphalt grindings.
- 28) Daily and weekly analysis of wastewater samples completed as required
- 29) Held strategy sessions with VA and RCAP on pending LSL and I/I projects
- 30) Completed monthly EPA report
- 31) Conducted monthly water sampling
- 32) Conducted meter reads
- 33) Pothole repairs throughout the Village – cold patch
- 34) Conducted renovation work at village hall
- 35) Repaired water line break on Main Street
- 36) Completed maintenance on storm drain culverts
- 37) Worked with RCAP to camera wastewater lines
- 38) Order and fix storm grate at LMIS
- 39) Met with boiler inspector at village hall
- 40) Check for high usage water bills
- 41) Build valve key for waste water plant
- 42) Fixed snow plow equipment
- 43) Work on PD cars
- 44) Salt streets
- 45) Fixed heater in water plant
- 46) Fixed a couple water meters
- 47) Fixed culvert on Comin
- 48) Final reads and rereads
- 49) Cleaned several clogged catch basins
- 50) Erected handicap sign for new business on Main Street
- 51) Haul scrap
- 52) Trim brush on walking trail at upper reservoir
- 53) Fix broken clean out Friendship Drive
- 54) Cemetery lay outs
- 55) Fix light pole on Main Street due to accident damage
- 56) Check lift station on Friendship Drive
- 57) Check for plugged sewer on Stag Alley
- 58) Two residential inquiries regarding compliance requirements on renovations
- 59) One residential inquiry regarding possible annexation into the Village
- 60) Three roof repair permits issued
- 61) Five fence permits issued
- 62) Inquiry regarding new house construction on East Maple Avenue
- 63) Inquiry to split parcel a residential property
- 64) Inquiry from US ATF regarding zoning for a gun shop. Property was outside Village limits.
- 65) Three code violation notification letters issued:
  - Case involving littering on Depot Street complied. *Case closed.*

- Case involving leaving trash cans at the curb. *Case in progress.*
- Case involved leaving trash cans at the curb. *Case in progress.*

**Finance Committee:** Committee member KJ Kearns reported that the committee met on March 3 and 13.

- 1) Reported that the committee encourages support of Resolution 2023-3-113, authorizing an order of an engine for the New Concord Fire Department from the Sutphen Corporation.

## OLD BUSINESS

## NEW BUSINESS

Moved by Shegog

Seconded by Kearns

**Ordinance 2023-75**, an ordinance authorizing all actions necessary to effect an opt-out electric service aggregation program pursuant to section 4928.20 of the Ohio Revised Code, directing the Village to submit a ballot question to the electors, first reading.

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Motion Passes

Discussion of how the information will be relayed to residents. Stevens stated that SOPEC will help to coordinate communication. Whitehair asked if residents would see a change to where the bills come from? Stevens stated that the bill would look like the current bill. Residents are able to opt out of the plan.

Moved by Shegog

Seconded by Whitehair

**Ordinance 2023-76**, an ordinance authorizing all actions necessary to effect an opt-out natural gas aggregation program pursuant to section 4929.26 of the Ohio Revised Code, directing the Village to submit a ballot question to the electors, first reading.

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Motion Passes

Seconded by Whitehair

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Moved by Kearns

## Seconded by Whitehair

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Moved by Whitehair

Seconded by Kearns

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Moved by Kearns

Seconded by Dickson

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

Moved by Dickson

Seconded by Kearns

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea

## Motion Passes

Moved by Dickson

Seconded by Taylor

**Resolution 2023-3-112**, a resolution granting permission to use the Village's rights-of-way for telecommunications purposes, and authorizing and directing the Village Administrator to enter into an easement lease agreement with the Zayo group, a Colorado corporation, for the installation of fiber optic conduit and cable in Village rights-of-way, and declaring an emergency.

Wootton	absent
Whitehair	yea
Dickson	yea

Shegog	yea
Kearns	yea
Taylor	yea

Motion Passes

Taylor asked if this is fiberoptic for personal use? Giroux answered that this is a main line through the Village and that he has negotiated use for the Village.

Moved by Taylor

Seconded by Dickson

That **Resolution 2023-3-112** be approved as read.

Wootton	absent
Whitehair	yea
Dickson	yea

Shegog	yea
Kearns	yea
Taylor	yea

Motion Passes

Moved by Shegog

Seconded by Dickson

**Resolution 2023-3-113**, a resolution to authorize the Mayor to enter into a purchase agreement with Sutphen Corporation for a new fire department engine and declaring an emergency

Wootton	absent
Whitehair	yea
Dickson	yea

Shegog	yea
Kearns	yea
Taylor	yea

Motion Passes

Moved by Dickson

Seconded by Shegog

That **Resolution 2023-3-113** be approved as read.

Wootton	absent
Whitehair	yea
Dickson	yea

Shegog	yea
Kearns	yea
Taylor	yea

Motion Passes

Moved by Shegog

Seconded by Taylor

**Resolution 2023-3-114**, a resolution transferring various sums of money in the year 2023 budget from various

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea
Motion Passes			

Moved by Taylor                                Seconded by Whitehair  
**Resolution 2023-3-115**, a resolution strongly urging the Ohio governor and members of the Ohio general assembly to restore the local government fund to pre-recession levels, and declaring an emergency

---

Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea
Motion Passes			

Moved by Whitehair		Seconded by Taylor	
That <b>Resolution 2023-3-115</b> be approved as read.			
Wootton	absent	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Taylor	yea
Motion Passes			

**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.

- Planning Commission – Thursday, March 16<sup>th</sup> – 7pm – Village Hall – Canceled
- Remarkable Women: Past, Present, Future – Saturday, April 1<sup>st</sup> – Caldwell Hall
- Board of Trade Annual Banquet – Thursday, April 6<sup>th</sup> – 5:30pm – East Muskingum Middle School
- Village Council Meeting – Monday, April 10<sup>th</sup> – 6:30pm – Village Hall

**MISCELLANEOUS:**

**ADJOURNMENTS:** Motion by Dickson, second by Shegog to adjourn meeting. Meeting adjourned at 7:22 PM.

---

Mayor

---

Fiscal Officer