

June 12, 2023

Mayor Jennifer Lyle called the meeting to order on Monday, June 12, 2023 with all members present except Taylor and Whitehair.

Moved by Wootton, seconded by Dickson, that council dispense with the reading of the May 8, 2023 minutes and approve as distributed. Motion carried.

Visitors:

Boy Scout Troop 510, Boy Scout Troop 530, Boy Scout Troop 550 were recognized as Dedicated Public Servants of the Community.

Kathryn Metz, senior outreach and education specialist from the office of the Ohio Consumer's Council, gave an overview of government electricity aggregation.

REPORTS

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

- 1) Reported that there were 243 calls for service.
- 2) Reported that there have been 1375 calls for service year to date.
- 3) Reported that there were 27 traffic citations and 20 traffic warnings for the month.
- 4) Reported that there were 181 traffic citations and 164 traffic warnings year to date.
- 5) Reported that there were 180 business checks.
- 6) Reported that there were 4 misdemeanor cases and 4 warrant arrests.

Fire Chief: Fire Chief Matt Hamsher gave the May monthly report.

- 1) Reported that there were 93 total EMS runs for the month.
- 2) Reported that there were 24 fire runs.
- 3) Reported that there were 5 calls that they were unable to respond to, with 2 of those calls within the service area.
- 4) Reported that the Fireman's Festival will be July 8 and raffle tickets are available.

Mayor: Mayor Jennifer Lyle gave the May monthly report.

- 1) Reported that the New Concord Area pool is open and experiencing good attendance.
- 2) Reported that Celebrate New Concord will begin June 13 with Ladies of Longford and that the New Concord Farmer's Market will be the same day.
- 3) Reported that she attended a conference on downtown revitalization and on strategic doing.
- 4) Stated that council and the administration are committed to providing clear communication and information about the municipal income tax legislation.

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

- 1) Reported that the fund report balance is \$1,235,394.

- 2) Reported the revenue fund summary is as follows: General Fund, 51% year to date; Operations Fund, 40% year to date; Fire Fund, 43% year to date; Water Fund, 50% year to date; Sewer Fund, 50% year to date.
- 3) Reported that the expenditure fund summary is as follows: General Fund, 39% year to date; Operations Fund, 39% year to date; Fire Fund, 38% year to date; Water Fund, 33% year to date; Sewer Fund, 38% year to date.

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

- 1) Coordinated Friendship Drive and Main Street strip paving repairs with ODOT. Project scheduled for June 15 and 16. A total of 1500 linear feet to be repaved.
- 2) Review of Muskingum University CRA application.
- 3) Review of Village Hall internet and communication services.
- 4) Village pool complex painting was completed on May30.
- 5) IBI engineering inspection for the emergency generator site completed. Specifications in progress.
- 6) Wastewater Treatment Plant Tertiary Filter Project specifications in final review. Project on schedule for a summer bid.
- 7) Inspections and approval made for the installation of Sheetz's new 84" X-Filteration Retention System
- 8) The LMI survey project by IBI Engineering, postponed until September for logistical reasons.
- 9) GW Railroad for a site review of the Liberty Road bridge area scheduled for June 13.
- 10) Secured appropriate liability insurance arrangements and necessary agreements for various summer events schedules.
- 11) Conducted tree inspections for potential removals for public safety.
- 12) Coordinated various Village Hall repairs and public areas beautification projects.
- 13) Assisted Board of Trade with Farmers Market events.
- 14) Burgess & Niple, on behalf of ODOT, will be performing New Concord bridge inspections under the Municipal Bridge Inspection Program in September.
- 15) Providing Fontus Blue with water plant information and metrics to reduce our chemical cost using their software platform.
- 16) Operators are performing daily operations and maintenance of the water plant. Ensuring chemicals are properly fed at each point in the water plant. Operation of pumps to fill distribution system tanks. Ensuring compliance of drinking water standards.
- 17) Updating the Drinking Water Contingency Plan.
- 18) Annual Drinking Water Consumer Confidence Reports for 2022 are completed and posted on the Village's Web site.
- 19) Perform daily analysis of drinking water and send out weekly, and monthly water samples.
- 20) Weekly microcystins samples have commenced for the summer months.
- 21) Coordinating with IBI Group on the pending installation of the new emergency generator.
- 22) Cut up downed tree by lower reservoir dam.
- 23) Ordering and receiving shipment of water treatment chemicals.
- 24) Calibration of inline and benchtop turbidity and chlorine equipment.
- 25) Pulled WTP lift station pump and delivered to Nichols Motor Service shop for repair.
- 26) New Concord area drying up trending toward drought conditions. Preparing for upper water usage to fill lower reservoir.

- 27) Updated the WWTP Tertiary drawings with CT Consultants in preparation for the startup of project this summer.
- 28) Operating belt press and producing biosolids for land application.
- 29) Daily and weekly analysis of wastewater samples.
- 30) Started up UV system for disinfection of effluent water. Start collecting E Coli samples twice a week concluding in October.
- 31) Drained east oxidation ditch and installed new Flygt pump.
- 32) Drained west oxidation ditch and north clarifier and took them out of service due to reduced influent loadings from the university and schools summer break.
- 33) Fire hosing tanks and clarifier weirs weekly.
- 34) Regularly wasting solids out of treatment system to maintain proper microorganism to food balance to foster the right environment for successful treatment of pollution.
- 35) General housekeeping, organizing work space to promote a safe work place.
- 36) Swept streets
- 37) Conducted equipment maintenance
- 38) Clean catch basins
- 39) Removed downed tree on Comin
- 40) Performed routing water sampling
- 41) Completed all EPA reports
- 42) Power wash pool
- 43) Smoked sewer at GM electric
- 44) Mowing and weed eating public areas
- 45) Researched mini excavator costs
- 46) Replaced storm water culverts on Thompson
- 47) Conducted major repairs on sewer main on Thompson
- 48) Assisted RCAP with lead service line mapping
- 49) Assisted homeowner on Stag alley with sewer line tap locates
- 50) Installed flower pots on Main Street
- 51) Village Hall repairs
- 52) Valve exercising on water system
- 53) Hydrant flushing
- 54) Assist ODOT with street repair marking
- 55) New water tap on Fern Ridge
- 56) Cemetery lay outs
- 57) Work on arm mower and mow road sides
- 58) Fix timer on Garland lights
- 59) Two residential permits issued for roof replacement
- 60) One residential permit issued for rear deck
- 61) One commercial permit issued for new signage
- 62) Reviewing new signage permit application for Muskingum University
- 63) Reviewing new house permit application – Maple Avenue
- 64) Responded to eight requests for zoning information regarding Village regulations
- 65) The month of May saw an increase in the number of cases, most of which were tall grass complaints. The majority resolved with notification. The following cases were resolved.
- 23-03- Trash cans being left out/Litter
- 23-11- Tall Grass
- 23-13- Tall Grass
- 23-14- Trash Cans/ Rubbish
- 23-15- Tall Grass

23-17- Tall Grass

23-18- Tall Grass

Currently Monitoring

23-10- Tall Grass on E. Maple Ave. Contractor to mow.

23-12- Property on Liberty Road with multiple violations including an abandon vehicle. Partial compliance to date.

23-16- 175 Tall Grass on Lowery Lane. Second notice sent. Mowing contractor pending.

New Cases

23-20- inappropriate furniture on porch. Violation notice sent.

23-21- Chickens/Fowl. Violation notice sent.

23-22-Junk/Debris. Violation notice sent.

Removed 19 illegal advertising signs during the month of May.

Infrastructure Committee: Committee chair Robert Dickson reported that the committee met on May 22.

- 1) Reported that the committee heard about the North Friendship street spot repair assessment.
- 2) Reviewed projects in the Village.

Policy Committee: Committee chair Levi Shegog reported that the committee met on June 5.

- 1) Reported that the committee encourages passage of the first reading of Ordinance 2023-81, forming a Community Improvement Corporation (CIC) for the Village.

Safety Committee: Committee chair KJ Kearns reported that the committee met on June 5.

- 1) Reported that the committee encourages passage of Resolution 2023-6-120 for the purchase of a police cruiser.
- 2) Committee recommends passage of Resolution 2023-6-122 adopting the 2023 Muskingum County, OH Hazard Mitigation Plan.

Finance Committee: Committee chair Steve Wootton reported that the committee met on June 12.

- 1) Reported that the committee encourages passage of Resolution 2023-6-120 for the purchase of a police cruiser.
- 2) Recommends passage of Ordinance 2023-86 and Resolution 2023-6-121, the first reading of legislation for a municipal income tax rate increase.
- 3) Recommends passage of Resolution 2023-6-123 and Ordinance 2023-85 which are routine financial housekeeping legislation.
- 4) Recommends passage of Ordinances 2023-82 and 2023-83, which will allow for the issuance of bonds for repairs to fire equipment.
- 5) Recommends passage of Ordinance 2023-84 which updates the salary ordinance.

OLD BUSINESS

NEW BUSINESS

Motion to accept changes to Rules of Council made by Wootton, seconded by Shegog. Motion carried. Motion to adopt the rules made by Shegog, seconded by Wootton. Motion carried.

Moved by Shegog

Seconded by Wootton

Resolution 2023-6-121, a resolution declaring it necessary to increase the Village of New Concord municipal income tax from one and one half percent to two and one quarter percent in order to provide for the operations of Village safety and general services, first reading

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

Motion Passes

Moved by Shegog

Seconded by Wootton

Ordinance 2023-86, an ordinance authorizing all actions necessary to proceed with the submission to the electors of the Village of New Concord the question of a municipal income tax increase to provide for the operation of Village services and directing the Muskingum County Board of Elections to place upon the ballot of the November 7, 2023 election in the Village of New Concord, Ohio the question of raising the rate of the Village of New Concord municipal income tax, first reading

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

Motion Passes

Moved by Shegog

Seconded by Kearns

Ordinance 2023-81, an ordinance creating the New Concord Community Improvement Corporation, authorizing the Mayor to file appropriate Articles of Incorporation and designating the New Concord Community Improvement Corporation as the agency of the Village of New Concord for the industrial, economic, commercial, and civic development in the Village, first reading.

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Wootton yea Shegog yea

Motion Passes

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

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

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

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

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

Motion Passes

Seconded by Kearns

Shegog	yea
Kearns	yea
Taylor	absent

Motion Passes

Seconded by Shegog

Shegog	yea
Kearns	yea
Taylor	absent

Motion Passes

Seconded by Dickson

Shegog	yea
Kearns	yea
Taylor	absent

Motion Passes

Seconded by Wootton

Shegog	yea
Kearns	yea
Taylor	absent

Motion Passes

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:

- Farmer's Market – Tuesdays – 4-7pm – behind Village Hall (Layton/Maple)
- Planning Commission – Thursday, June 15th – 7pm – Village Hall – Cancelled
- Village Hall Closed – Juneteenth – Monday, June 19th

- Celebrate New Concord – Ladies of Longford – Tuesday, June 13th - 7pm – Village Park
- Village Council Meeting – Monday, June 26th – Time TBA – Village Hall
- Celebrate New Concord – Athens Dixieland Stompers – Tuesday, June 27th – 7pm – Village Park
- Village Hall Closed – Independence Day - Tuesday, July 4th
- NCAARD Movie in the Park – Friday, July 7th – Puss in Boots: The Last Wish – 8:30pm – Village Park
- Fireman’s Festival – Saturday, July 8th – Stormont Park
- Village Council Meeting – Monday, July 10th – 6:30pm – Village Hall

MISCELLANEOUS:

ADJOURNMENTS: Motion by Dickson, second by Kearns to adjourn meeting. Meeting adjourned at 7:41 PM.

Mayor

Fiscal Officer