

September 11, 2023

Mayor Jennifer Lyle called the meeting to order on Monday, September 11, 2023 with all members present.

Moved by Wootton, seconded by Taylor, that council dispense with the reading of the August 14, 2023 minutes and approve as distributed. Motion carried.

Visitors: Dick Payne, Blake Turano, Tyler Workman

Blake Turano and Tyler Workman addressed council to request that the Kappa Sigma fraternity conduct a Fill the Boot campaign at the light at State Route 83 and Main Street to raise money for the Military Heroes campaign. The money that they raise will go to the Civil Air Patrol. The dates that they would like to conduct the campaign are Saturday, October 14 or Sunday, October 15.

REPORTS

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

- 1) Reported that there were 261 calls for service.
- 2) Reported that there have been 2306 calls for service year to date.
- 3) Reported that there were 25 traffic citations and 25 traffic warnings for the month.
- 4) Reported that there were 230 traffic citations and 227 traffic warnings year to date.
- 5) Reported that there were 314 business checks.
- 6) Reported that there were 6 misdemeanor charges, 2 felony cases and 1 warrant arrest.

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

- 1) Reported that there were 73 total EMS runs for the month.
- 2) Reported that there were 32 fire runs.
- 3) Reported that there were 6 calls that they were unable to respond to, with 2 in the contract area.

Mayor: Mayor Jennifer Lyle gave the August monthly report.

- 1) Reported that she participated in the 9/11 Stair Challenge at Muskingum University hosted by the Phi Kappa Tau fraternity, which also included a speech by New Concord Fire Department Chief Matt Hamsher.
- 2) Reported that the New Concord Community Day was a success.
- 3) Stated that there will be information sent to residents concerning the income tax increase ballot issue as well as the consumer energy aggregation ballot issues. There will be a question and answer session concerning ballot issues at the next Village Council meeting, which will be held Tuesday, October 10, 2023.

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

- 1) Reported that the Fund Balance is \$1,092,113.

- 2) Fund revenue: General Fund, \$937,945, 75% of projected revenue; Operations, \$147,667, 65% of projected revenue; Fire, \$785,951, 76% of projected revenue; Water, \$445,945, 67% of projected revenue; Sewer, \$381,869, 66% of projected revenue; Celebrate New Concord, New Concord Area Pool, and State/County, \$206,415. The fire fund revenues include \$40,000 BWC Power Cot Grant, \$155,000 and \$48,000 fire equipment financing.
- 3) Expenditures: General Fund, \$813,609, 56% of projected expense; Operations, \$147,554, 64% of projected expense; Fire, \$688,659, 63% of projected expense; Water, \$460,864, 61% of projected expense; Sewer, 448,284, 65% of projected expense.
- 4) Fire fund expenditures include \$157,687 Braun Medic and \$55,750 aerial truck repairs.
- 5) American Rescue Plan Act funds for fire department expenditures total \$91,432.
- 6) \$20,000 was an emergency repair to the water treatment plant for the lift station pump failure.

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

- 1) The Wastewater Treatment Plant Tertiary Filter Project contract with Workman Industrial Services was signed. Preconstruction meetings with the engineers and the contractor are pending. Maximum time line for the project is scheduled for 365 to 395 days. OEPA has been notified that the project is now proceeding. OEPA advises we are now compliant with their 2019 orders.
- 2) RCAP 2023 Condition Assessment Report for Manhole Inspections and ITracker Phase I has been completed. Phase II is currently at 50%. Program should be completed by early Spring 2024.
- 3) The Rural and Tribal Assistance Pilot Program Grant for \$185,000 was submitted. If an award is pending the funding is earmarked to conduct a scope and feasibility assessment for the Liberty Street Bridge project.
- 4) Attended a meeting with Mayor Lyle and Congressman Balderson regarding Village updates and potential funding opportunities for large infrastructure projects.
- 5) Consulted with engineers on the pending CTC Fiber optic installation project for a North/South corridor transit through the Village.
- 6) Attended a Muskingum University public administration class with Mayor Lyle to assist the students with information on their walkability and connectedness project.
- 7) Submitted an OPWC District 18 grant application for \$279,000 for potential additional funding for the Village's 2024 Paving Program. If awarded, total paving program would include \$379,000 in funds to repave ten streets next year.
- 8) Submitted final documentation for the EMA ARPA First Responder Retention Incentives grant for New Concord Police and Fire Departments. Fund disbursement from the State is pending.
- 9) The Ohio Dept of Transportation repainted the traffic control lines the entire length of Main Street within the Village on August 22.
- 10) Columbia Gas will be installing the new \$12,000 gas service upgrades next week at the Water Plant in preparation for the future installation of the new emergency generator.
- 11) The CRA agreement filing between the MU Student Housing LLC and the Village of New Concord for the real property located at 147 Lakeside Drive parcel no. 66-25-01-23-000 in the Village of Concord was granted tax exemption for the project according to the CRA agreement by the Muskingum County Auditor
- 12) Operators are performing daily operations and maintenance at 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.

- 13) Perform daily analysis of drinking water and send out weekly, and monthly water samples.
- 14) Ordering and receiving shipment of water treatment chemicals.
- 15) Calibration of inline and benchtop turbidity and chlorine equipment.
- 16) Pulled WTP lift station pump and delivered to Nichols Motor Service shop for repair. 2nd pump has failed and is in for repairs. Installed 2" pump to pump waste water to manhole while pumps are being repaired. Ordered and received a new pump & a pump discharge base. Waiting on other parts before installation.
- 17) New Concord area received much needed rain and now out of drought conditions. Fox creek staying turbid longer than usual after rain events. Supplementing water from upper reservoir during these turbid creek events to fill lower reservoir.
- 18) General housekeeping, organizing work space to promote a safe work place.
- 19) WTP finish turbidity meter experiencing microbubbles causing false high readings. Correspondence with Ohio EPA on clarification of OAC rule and 3745-81-74 (A) and being able to report alternate use of average of turbidity measurements from each individual filter. Jeff resolved microbubble issue and now obtaining reliable data.
- 20) Submitted Asset Management Plan to Ohio EPA per their request for possible funding for the WTP Clarifier 2 project loan for 2024/25.
- 21) Operators are performing daily operations and maintenance of the wastewater plant. Ensuring each treatment process is operating in compliance with wastewater standards.
- 22) Operating belt press and producing biosolids for land application.
- 23) Daily and weekly analysis of wastewater samples.
- 24) Collecting E Coli samples twice a week until October 31.
- 25) Operating both oxidation ditches for increased school/university student population.
- 26) Fire hosing tanks and clarifier weirs weekly.
- 27) Regularly wasting solids out of treatment system to maintain proper microorganism to food balance to foster the right environment for successful treatment of pollution.
- 28) General housekeeping, organizing work space to promote a safe work place.
- 29) Water flowers downtown
- 30) Mow public areas
- 31) Replace belts on mowers
- 32) Preparations for Community Day
- 33) Water meter rereads
- 34) Empty trash at reservoir
- 35) Lay outs for head stones
- 36) EPA reports
- 37) Repair fire hydrant on Stormont
- 38) Repair broken meters
- 39) Repair pool ladder
- 40) Pick up brush from gateway signs
- 41) RCAP pot holing
- 42) Flush fire hydrants per schedule
- 43) Mow road right of ways
- 44) Ordered materials for McCall's drainage work
- 45) Exercise water system valves
- 46) Water samples
- 47) Curb and crosswalk painting
- 48) Issued zoning permit for replacement stairs
- 49) Issued zoning permit for fence installation

- 50) Issued two zoning permits for deck installations
- 51) Issued zoning permit for new roof and porch installation
- 52) Issued zoning permit for repainting of house
- 53) Issued Right-of-Way Permit for new road access and drainage work on SR83
- 54) Issued Right-of-Way Permit for new natural gas system work off Westview Drive
- 55) Responded to insurance corporation inquiries regarding Sanitary Sewer Easements on Main Street
- 56) Responded to 12 requests for zoning information regarding Village regulations
- 57) Assisted the City of Marietta regarding code language for overlay districts.
- 58) **Code Enforcement – August**
 - Three properties in violation mowed by contractor
 - Two junk and debris violations in progress
 - One junk vehicle violation in progress
- 59) Wootton asked about the debris left by the Zayo company upon completion of their project. Giroux stated that the company has been notified and that they are returning to pick it up.
- 60) Dickson asked what the 83 access road was for, Giroux answered that it is a temporary access road for Sheetz.

Safety Committee: Committee chair KJ Kearns stated that the safety committee did not meet, but that they wished to thank the New Concord Fire Department and the New Concord Police Department for their service and willingness to go above and beyond for the community.

Finance Committee: Committee chair Steve Wootton reported that the committee met on September 11.

- 1) Committee recommends passage of Ordinance 2023-91 for right-of-way fees.
- 2) Committee tabled Resolution 2023-9-129, increasing fees for the non-emergency transport of a deceased person.
- 3) Committee recommends passage of Resolution 2023-9-132, to purchase the police cruiser. Wootton noted that the time frame for the loan term has been changed to three years from five years, as the life of the vehicles has become shorter.
- 4) Committee encourages passage of Ordinance 2023-92 and Resolutions 2023-9-130 and 2023-9-131, which are routine financial housekeeping legislation.

OLD BUSINESS

NEW BUSINESS

Moved by Shegog

Seconded by Whitehair

Ordinance 2023-91, an ordinance setting the costs for the certificate of registration fee and the construction permit fees for the right-of-way program and declaring an emergency.

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Motion Passes

Moved by Shegog Seconded by Dickson
Resolution 2023-9-131, a resolution transferring various sums

- Farmer's Market – Tuesdays – 4-7pm – behind Village Hall (Layton/Maple)
- New Police Officer Larry Beach Swearing In – Friday, September 15th – 11:30am

- John Glenn Homecoming – Friday, September 22nd – Parade – 5pm - Football Game – 7pm
- Village Hall Closed – Monday, October 9th – Columbus Day/Indigenous Peoples' Day
- Village Council Meeting – Tuesday, October 10th - 6:30pm – Village Hall
- Muskingum University Homecoming – Friday, October 13th- Sunday, October 15th

MISCELLANEOUS:

Moved by Shegog, second by Whitehair that council move to executive session.

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

Motion Passes

EXECUTIVE SESSION: To discuss personnel employment.

ADJOURNMENTS: Motion by Wootton, second by Taylor to adjourn executive session. Executive session adjourned at 8:09 PM. Motion by Dickson, second by Wootton to adjourn meeting. Meeting adjourned at 8:11 PM.

Mayor

Fiscal Officer