

May 13, 2024

Mayor Jennifer Lyle called the meeting to order on Monday, May 13, 2024 with all members present.

Moved by Kearns that council dispense with the reading of the April 9, 2024 minutes and approve as distributed. No second.

Visitors: Marsha Wagner, John Sprouse, Connie Sprouse, Mallory Vallentine, Stephanie Babcock, Steve Ball, Kristin Centa, Nick Fink, Nicole Fink, Lily Whitehair, Bob Lamb, Renee Coll, Mike Jacoby, Kelsey Sutherland, Aarica Burwell, Cindy Ellsworth, Charlene Miller, Robert Ellsworth, Sherrie Saling

Burwell addressed council to state her concerns over the possible sale of the New Concord Elementary School. She stated that she is not against growth, but is concerned about losing a small town aesthetic and also the loss of a historical building.

REPORTS

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

- 1) Reported that there were 304 calls for service.
- 2) Reported that there have been 1269 calls for service year to date.
- 3) Reported that there were 20 traffic citations and 44 traffic warnings for the month.
- 4) Reported that there were 451 business checks.
- 5) Reported that there were 4 misdemeanor charges, 1 felony charge and 2 parking citations.
- 6) Reported that all officers attended the Mid-Ohio Advanced Emergency Vehicle Operations Training on April 23.
- 7) Reported that Officer Hunter attended a Semi-Pistol Instructor Course at OPOTA.
- 8) Reported that Muskiepalloza was successful and thanked the college students and officers who worked together to make it a success.

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

- 1) Reported that there were 71 total EMS runs for the month.
- 2) Reported that there were 27 fire runs.
- 3) Reported that the Fireman's Festival will be held on Saturday, July 13th. Donations are being accepted at this time. Please see the Fire Department's Facebook page for more information.
- 4) Mayor Lyle announced that Chief Hamsher has submitted his resignation as his family is moving from the area. She thanked Chief Hamsher for his years of service.

EXECUTIVE SESSION: Related to property.

Mayor Lyle asked for a motion to move to executive session. Moved by Wootton, second by Kearns that council move to executive session.

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

Motion Passes

Motion by Wootton, second by Taylor to adjourn executive session. Executive session adjourned at 8:48 PM.

Fiscal Officer: Fiscal Officer Debbra Whitehair gave the April financial report.

- 1) Reported that the available primary checking balance is \$1,215,076.
- 2) Reported that taxes are up \$160,000.
- 3) Reported that she is training with Melanie Smith and Chris Kirby.
- 4) Wootton asked if the TIF money has been sent for the Garland Hotel. Whitehair stated that the balance of it will be sent.

Village Administrator: Village Administrator Chris Huebner gave the April report.

1) Renewal of street levy -- Resolution 2024-5-3

- a. Our 5-year street levy expires 2024 with revenue ending 2025.
- b. November ballot, recommending a renewal of 3.2 mills on ballot. Two pieces of legislation are required: the first must be certified by the county auditor and the second submitted to the board of elections by August 7. With approval should have 3 council readings on May 13, June 10, and July 8, 2024. Approved resolution must be turned into the board of elections by August 7, 2024, to be on the November ballot.

2) 2024 Road Salt Contract -- Resolution 2024-5-2

- a. Road Salt Contract with (ODOT) 2023 bid was for 350 tons of salt at a cost of \$73.32/ton. Total cost was \$25,662. With a mild 2024 winter and a salt surplus, Trent Johnson is recommending we purchase 100 tons of salt for 2025. That order was placed on May 3, 2024. ODOT will accept retroactive legislation, which is on the agenda tonight.

3) Ohio EPA Water System inspection

- a. One minor violation- indicating intake to lower reservoir from the upper reservoir is not operable.

A response letter explained the water treatment plant intake is not a traditional concrete structure like the one we have at the lower reservoir. It is an 8-inch PVC pipe placed under water with a bucket with holes in it and wire mesh to act as a screen. The siphon is exercised regularly and rarely needs reprimed. If the siphon were to fail, there is an electrical box that we can hook up to a 8-inch line and pump it to the lower reservoir. Ohio EPA sent us a letter notifying us we have resolved this violation.

- b. Recommended someone be trained in cross-connection control- Dalton is already registered to take a course.
- c. They also recommend we replace our old water meters in our distribution to improve our unaccounted water loss to below 15%. We plan to purchase 45 water meters this year and have met with Muskingum University and recommend they replace 2 meters/year over a 6-year period.

4) 2024 Paving: Trent and I met with ODOT on April 23, they will be paving 5 sections on Main Street and 1 section on Friendship Drive totaling 60 tons of asphalt at

approximately \$6,000 cost. We are paying for materials only and there is no charge for ODOT's labor to install it. This is scheduled to be completed on May 22, 2024.

- 5) **Signed RCAP Service Agreement:** assistance in seeking funding for a Friendship Drive Sewer/Stormwater separation project. CT Consultants will provide a cost of opinion so RCAP can submit a pre-application for GOA OMEGA grant.
- 6) All plant operations in compliance for the month.
- 7) Alix Teisinger from Ohio EPA conducted a sanitary survey of our Water Treatment plant, distribution system, and all its components. Dalton Flinn, Trent Johnson, and Chris Huebner were present for the inspection. Mrs. Teisinger praised the New Concord staff for the condition and operation of our water system.
- 8) The 2023 New Concord Drinking Water CCR is complete and is available to read on our website.
- 9) The Wastewater Treatment Plant experienced high flows due to several heavy rain events. The plant flow was 2.4 MG on April 2, 2024, and resulted in exceeding our NPDES permit for total suspended solids on April 2nd and 3rd. These high flows also resulted in two sanitary sewer overflow events that occurred on 4-1-24 and 4-2-3-24. These overflows were documented and reported to Ohio EPA. A violation letter will be forth coming which we will have to explain why we had suspended solids overages.
- 10) Baldwin & Sours on reprogrammed traffic lights at Stormont and Layton, Main Street intersections. Red light times were reduced to match the Liberty traffic light time resulting in improved traffic flow through the Village. Trent also learned how the traffic lights are programmed and the internal workings of the equipment.
- 11) Mowed roadway and Village owned properties.
- 12) Started sweeping streets.
- 13) Assisted RCAP on running their camera through sewer lines and lead & copper water line assessment.
- 14) Evaluated and prioritized which streets need to be paved for 2024.
- 15) Approved a sign application at 64 W Main Street, a deck project at 115 Thompson Ave., a fence project at 52 Paden Drive and a driveway project at 7 Comin Ave.
- 16) The Design Review Board met at the Community bank and the decision was made to paint the stairwell tan matching the gutters and downspouts.
- 17) Planning Commission met May 9, to consider a request from Charlene Miller for conditional approval for a Mobile Retail Food Establishment at 155 Main Street. Conditional approval was granted pending council approval of a proposed amendment to Ordinance K-11-17-1, which is on tonight's agenda.

18) Code Enforcement

Cases are picking up during the month of April.

- New cases:
 - 3 Junk vehicles at 840 Friendship Drive. First letter notification has been sent.
 - Tall grass at 26 & 28 E. Main Street properties. Will mail them notification letters soon.
 - Tall grass at 105 E. Maple Ave. First notification letter has been mailed.
- Removed 14 Temporary signs.
- Still working with Mrs. Houser to get her property maintenance issues resolved. She is currently still in a nursing home for rehab.
- During the month of May, Shane will be performing sidewalk assessments and will be notifying property owners of their deficient sidewalks and make them aware of the

Village's Sidewalk replacement assistance program. He will then follow up with them in late August.

Mayor: Mayor Jennifer Lyle remarks for April.

- 1) Reported that flower baskets donated by the Friends of New Concord will be delivered May 16.
- 2) Congratulated the Wilds on their 30th anniversary.
- 3) Reported that the South Liberty connection project has been placed in consideration for grants.

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

- 1) Committee recommended passage of the first reading of Resolution 2024-7-1, which is a renewal of the street levy.
- 2) Committee did not recommend passage of Ordinance 2024-7-2, which would create charges for stormwater utility users.
- 3) Committee recommended passage of Resolution 2024-5-2, the 2024 road salt contract for the minimum amount of salt purchased.
- 4) Committee looked at the plans for paving in 2024.
- 5) Committee discussed the operations department staffing, recommending that two summer employees be hired.
- 6) Committee heard an update of the I&I project and the lead service line grant update.

Policy Committee: Committee Chair Levi Shegog reported that the committee met on May 7.

- 1) Committee discussed the possibility of biweekly meetings.
- 2) Committee heard an update on the AlignHR project.
- 3) Committee recommended passage of Ordinance 2024-5-1, updating the code enforcement of junk vehicles to include the requirement of current tags for the rear license plate.
- 4) Committee discussed the purchasing policy of the Village and is working on creating a permanent purchasing policy.
- 5) Committee discussed council requests for the mayor to ensure better communication between the mayor and council.

Safety Committee: Committee Chair Kristi Kearns reported that the committee met on May 7.

- 1) Committee heard from Chief Hamsher about his resignation and expressed appreciation for his work in the Village.
- 2) Committee discussed the plan for future replacement of heart monitors.

Finance Committee: Committee chair Steve Wootton reported that the committee met on May 13.

- 1) Committee recommended passage of the first reading of Resolution 2024-7-1, which is the renewal of the street levy.
- 2) Committee did not recommend passage of Ordinance 2024-7-2, which would create charges for stormwater utility users.

year 2024 budget as listed herein and declaring an emergency.

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

Motion Passes

Moved by Wootton Seconded by Shegog
That **Resolution 2024-5-3** be approved as read.

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

Motion Passes

ANNOUNCEMENTS:

- Pool Opens – May 31st
- Farmer’s Market – Tuesdays – 4-7pm – beginning in June
- Village Council Meeting – Monday, June 10th - 6:30pm – Village Hall

ADJOURNMENTS: Motion by Dickson, second by Wootton to adjourn meeting. Meeting adjourned at 8:39 PM.

Mayor

Fiscal Officer