

July 8, 2024

Mayor Jennifer Lyle called the meeting to order on Monday, July 8, 2024 with all members present expect Johnson.

Moved by Wootton, second by Whitehair, that council dispense with the reading of the June 8, 2024 minutes and approve as distributed. Motion carried.

Visitors: Marsha Wagner, Hunter Sovka, Ben Lumbatis, Jacob Gastin, Nick Stelzer, Chris Cocca, Jarvin Talkington

Mayor Lyle recognized Fire Chief Matthew Hamsher for his service to the Village.

REPORTS

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

- 1) Reported that there were 300 calls for service.
- 2) Reported that there have been 1873 calls for service year to date.
- 3) Reported that there were 32 traffic citations and 28 traffic warnings for the month.
- 4) Reported that there were 440 business checks.
- 5) Reported that there were 2 misdemeanor charges and 1 warrant arrest.

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

- 1) Reported that there were 83 total EMS runs for the month.
- 2) Reported that there were 17 fire runs.
- 3) Reported that there were 11 missed calls for service, with 7 turned down as crews were on another call, and 4 turned down to maintain service within the contract area.
- 4) The Fireman's Festival will be held July 13 and raffle tickets are available from any fire department member or at the fire house.

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

- 1) Reported that the available primary checking balance is \$1,247,254.25.
- 2) Reported that she has been working with Chris Kerby to develop the 2025 Alternative Tax Budget, which has been presented to council. Wootton made a motion, Taylor seconded, to accept the 2025 Alternative Tax Budget as presented, motion carried.

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

- 1) **WWTP Tertiary Project**

- a. Workman Industrial Services and sub-contractors are making progress having installed electrical conduit, wall insulation and removing concrete floors and walls. The 2 new filters are on site. The project is ARPA and ARC funded.

2) Water Plant generator

- a. Surgent Construction started excavation work the week of June 26, 2024. The Generator build is complete and will be shipped when the concrete pad has cured. We have received the Automatic transfer switch, and it is being stored on site.

3) Ohio EPA H2O Equipment Grant: Received the Ohio EPA water distribution equipment grant agreement. Placed the order for water leak detection equipment totaling \$9,916. The equipment should arrive in 2 – 3 weeks.

4) Friendship Sewer Line break: Zemba’s fixed the sewer leak behind the Concord Apartments on 6/7/2024. A Sanitary Sewer Overflow follow up 5-day report was emailed to Ohio EPA for this incident. Payment for the damages has been set up in an escrow account between our Village Solicitor and the property owner’s attorney.

5) 2024-2025 Paving Resolutions: We received 2 quotes to pave parts of Plumb Alley, Mill Street, Hill Crest Drive, Muskie alley, McCall’s Lane and various patches throughout the Village. Parnell & Associates quote was the lowest-project cost is \$74,650.00. We also have a resolution for an agreement with the Muskingum County Engineers office to apply for an Ohio Public Works Commission grant to pave John Glenn School Road for 2025. We ask for your support on these two resolutions.

6) Job opening status: The 2 summer helper positions were not filled so the decision was made to post 1 full-time Operations Department worker position on the Village website. We have interviewed one candidate for the water/wastewater operator position and are in negotiations with the individual to start employment.

7) Assistant Village Administrator position: A meeting of the committee of the whole was held on Thursday June 27, 2024, for open discussion for the creation of AVA position. We ask for your support for the Ordinance to establish a new Assistant Village Administrator position.

8) Water & Wastewater Treatment Plants

- All plant operations in compliance for the month. Monthly Operating reports and Operator coverage times reports were submitted to Ohio EPA.
- Added 10 gallons of liquid copper sulfate “Mainstream” to the lower reservoir to prevent harmful algae growth. Entry point water samples are being analyzed for copper per Ohio EPA requirements for this treatment.
- One Wastewater oxidation ditch has been drained and will be used for high flow storage.
- Reporting the progress of the generator and wastewater tertiary projects to the Village Administrator.

9) Operations Department

- Painted the East New Concord entrance sign letters. The south and west entrance signs will be painted at later dates.

- Mowed right of ways and Village owned properties.
- Flushing fire hydrants as a part of the yearly maintenance program. Repaired two fire hydrants and placed them back in service.
- Maple Ave sewer lines were jetted and cleaned so RCAP can run their camera through them for inspection.
- Staff water flowers every day. The Water/Wastewater department assists with watering on weekends.
- Oversaw the testing of all Village owned backflow preventer valves- They all passed with no issues.
- Read water meters.

10) Zoning

- One food truck inquiry. Shared zoning requirements with vendor and have not heard back from them.

11) Code Enforcement

June was a busy month with 9 new cases. 6 cases are in progress. 2 cases are resolved with 1 case being monitored.

12) New cases:

- a. 5 cases in progress are for tall grass and noxious weeds.
- b. Spoke with Community Bank and they are in process of contracting the trimming/removal of their obstructive bushes. This case is being monitored.
- c. 3 letters have been mailed to residents identifying the need to install fences around swimming pools.
- d. Still working with Mrs. Houser to get the property maintenance issues resolved. She is still in a nursing home for rehab.

13) Removed 4 Temporary signs.

Mayor: Mayor Jennifer Lyle remarks for June.

- 1) Reported that she has been assisting with the personnel needs of the Village, working with Chris and Debbie and also the AlignHR company.
- 2) Stated that Ordinance 2024-7-3 is an update to the salary ordinance but it is creating a new position with a salary that was already budgeted for at the beginning of the year when the salary ordinance was passed.
- 3) Shegog asked for clarity about a lawsuit that was brought against the Village in early 2023 that council was only recently informed of- Solicitor Scott Eickelberger stated that the lawsuit was brought by a person who tried to bring a claim of property interest prior to his purchase of the property. The lawsuit was dismissed at court.

Policy Committee: Committee Chair Levi Shegog reported that the committee met on July 8.

- 1) Stated that the committee is bringing to council Ordinance 2024-7-2, which creates the position of Assistant Administrator.
- 2) Committee also discussed Airbnb policy and marijuana policy with discussions continuing at this time.

- Celebrate New Concord – David Mayfield Parade - Tuesday, July 9th – 7pm – Village Park
- NCAARD Summer Outdoor Movie – The Lego Movie - Friday, July 12th – 9pm – Village Park
- Fireman’s Festival – Saturday, July 13th
- Celebrate New Concord – Muskingum Valley Symphonic Winds - Tuesday, July 23rd – 7pm – Village Park
- Village Council Meeting – Monday, August 12th - 6:30pm – Village Hall
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ADJOURNMENTS: Motion by Dickson, second by Taylor to adjourn meeting. Meeting adjourned at 7:33 PM.

Mayor

Fiscal Officer