

**September 9, 2024**

Mayor Jennifer Lyle called the meeting to order on Monday, September 9, 2024 with all members present.

Moved by Wootton, second by Shegog, that council dispense with the reading of the August 13, 2024 minutes and approve as distributed. Motion carried.

## **REPORTS**

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

- 1) Reported that there were 320 calls for service.
- 2) Reported that there have been 2506 calls for service year to date.
- 3) Reported that there were 8 traffic citations and 19 traffic warnings for the month.
- 4) Reported that there were 301 business checks and 2 parking citations.
- 5) Reported that there were 5 misdemeanor charges, 1 felony case and 1 warrant arrest.
- 6) Stated that the police department had Felony Stops and Approaches refresher training and Riot Control training.
- 7) Stated that the police department was given three in car MDTs and the equipment needed to install them by the Muskingum County Sheriff's Department and Homeland Security.

**Fire Chief:** Fire Chief Shane Barkley gave the August monthly report.

- 1) Reported that there were 78 total EMS calls for the month.
- 2) Reported that there were 19 fire runs.
- 3) Reported that there were 2 missed calls for service due to staffing.
- 4) Reported that the fire department has reacquired the Ashi training site to begin teaching CPR classes again.
- 5) Reported that the State of Ohio is under a burn ban due to drought conditions.

**Fiscal Officer:** Fiscal Officer Debbra Whitehair gave the August financial report.

- 1) Reported that the available primary checking balance is \$1,491,322.74.
- 2) Reported that the auditors are currently working on an audit of 2022 and 2023.
- 3) Reported that she is working with Chris Kirby on appropriations.

**Village Administrator:** Village Administrator Chris Huebner gave the August report.

**1) WWTP Tertiary Project:**

- Workman Industrial Services have installed the 2 new filters, the control panels and water lines. Subcontractors have installed new heaters and electric service lines. Eighty nine percent of the work has been completed and the overall project should be completed by the end of September 2024.

**2) Water Plant generator:**

- Generator Systems conducted the startup service to test the generator on August 28, 2024, and we had a starter burn up, so it was not completed. They are scheduled to come back September 11, 2024, to complete the start up. After this is

completed the generator project will be finished and provide backup power when needed.

- 3) **Friendship I & I Sewer Project:** Mayors Partnership for Progress is offering to help pay for the planning phase of the sewer line replacement. CT Consultants reviewing sewer line videos to provide us with a quote. RCAP is still working on the rate study.
- 4) **2024 Street Paving:** The Infrastructure committee recommended moving forward with last round of paving. We ask for your support in paving the east section of Montgomery Blvd, a section of East Maple Ave. and parts of Plumb Alley. Parnell & Associates project cost is not to exceed \$72,000.
- 5) **Trees:** High winds on July 10<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>, 2024 caused damage to trees on Main Street, First Alley and Harper Avenue. Property damage occurred at 106 E. Main Street, 154 W. Main Street and Harper Ave. Three trees were cut down due to the damage.
- 6) **Tree Training:** Dalton and Chris trimmed tree limbs along Main Street.
- 7) **AlignHR-** Weekly meetings updating Employee Handbook started on August 27, 2024.
- 8) **Drought-** Water department declared a voluntary water conservation notice. We are asking residents to conserve water when they can. Operators are monitoring the upper and lower reservoirs levels closely.
- 9) **Verizon Water Tower Lease agreement:** We ask for your support on the 2<sup>nd</sup> reading for passage of resolution for the water tower lease agreement with Verizon.
- 10) **Operations Department**
  - a) Painted cross walks and stop bars throughout town.
  - b) Starting painting curbs and will complete them by the end of September
  - c) Read water meters, Steve & Hunter are training Bo to read meters.
  - d) Exercised main line water valves per Ohio EPA requirements.
  - e) Removed and replaced a 6-inch water line valve at North Friendship Drive and Ridgeview Drive.
  - f) Mowing village properties, conducting utility locates and watered flowers.
  - g) Assisted with installation of new drain valve in wastewater treatment plant oxidation ditch.
- 11) Whitehair asked about the trees on Montgomery- Huebner responded that there are four trees to be removed on Montgomery. Huebner is working on a tree list inventory.

**Assistant Village Administrator:** Assistant Village Administrator Dalton Flinn gave the August report

- 1) **Water & Wastewater Treatment Plants**

- a) All plant operations in compliance for the month. Monthly Operating reports and Operator coverage times reports were submitted to Ohio EPA.
- b) Utilizing water from the upper reservoir. Extended the siphon line and using a 2-inch pump to help fill the lower reservoir.
  - Installed a new drain valve in the oxidation ditch at the wastewater plant. The operations department helped.
- c) Changed out a motor on a Highs Service Pump at the water plant.
- d) Treated the lower reservoir with copper sulfate after an algae detection in the raw water. No detection of algae after treatment.
- e) Landan Pollock has finished his 20-day water lab analysis and can now analyze water independently.

## 2) **Zoning**

- a) Kelly Cottle 111 Eastview was approved to build a detached garage on her property.
- b) Mike Ward 76 West Main Street was approved to replace benches by the library 77 West Main Street and put a planter in the tree lawn in front of his house. This was all donated by the New Concord Feral Cats.
- c) We have been working on updating zoning applications and presented one of them at a policy meeting.
- d) The new Tattoo parlor 24 East Main Street was approved to add a decal in their window and a hanging sign next to the road.
- e) A fence was approved on 108 Thompson.

**Code Enforcement:** Code Enforcement officer Shane Barkley gave the August report

- 1) Monitoring the following properties/cases
  - a) 23-12- (157 N. Liberty) Still working with Mrs. Houser to get the property maintenance issues resolved. She is currently still in a nursing home for rehab.
  - b) 24-31- 735 Friendship Dr- Pool Fencing- Spoke with the property owner and she is going to cover the opening with caution tape for now. Please speak with me directly if you need more information

## 2) Resolved Cases

- a) 24-17 – 12960 Longview Lane- rubbish pile. I was monitoring this as it appeared under renovation
  - b) 24-35- 167 Montgomery- Pool fencing, is now up to code
  - c) 24-36- 158 Montgomery- Rubbish pile/junk vehicle
- 3) 21 temporary signs were removed

**Mayor:** Mayor Jennifer Lyle remarks for August.

- 1) Reported that Celebrate New Concord has concluded a successful season.
- 2) Reported that the Community Day was a success.
- 3) Reported that a committee has been formed to work with OMEGA on a Safe Routes to School project.
- 4) Reported that she, Chris and Dalton attended an OMEGA legislation resource meeting.
- 5) Reported that Align HR is working with her on federal requirements.







Monday of the month. Taylor seconded the motion. Whitehair stated that there has been a need for extra council meetings in recent months and he feels that there should be a second meeting held on the same day every month to avoid emergency meetings.

Wootton	yea	Shegog	yea
Whitehair	yea	Johnson	yea
Dickson	yea	Taylor	yea

Motion Passes

**ANNOUNCEMENTS:**

- Farmer’s Market – Tuesdays – 4-7pm
- John Glenn High School Homecoming – Friday, September 20<sup>th</sup> – Parade – 5pm – Football Game – 7pm
- Village Council Meeting – Monday, September 23<sup>rd</sup> - 6:30pm – Village Hall
- Village Council Meeting – Monday, October 21<sup>st</sup> - 6:30pm – Village Hall

**ADJOURNMENTS:** Motion by Dickson, second by Wootton to adjourn meeting. Meeting adjourned at 8:10 PM.

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Mayor

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Fiscal Officer