

November 18, 2024

Council President Steve Wootton called the meeting to order on Monday, November 18, 2024 with all members present with the exception of Shegog.

Moved by Whitehair, second by Taylor, that council dispense with the reading of the October 15, 2024 minutes and the October 28, 2024 minutes and approve as distributed. Motion carried.

Visitors: Garrett Killian, Ted Korte, Julie Snyder

Ted Korte addressed council to explain that he is interested in using his property on Garfield Avenue as a short-term rental if the ordinance is passed.

REPORTS

Fire Chief: Fire Lieutenant Billy Mitchell gave the October monthly report.

- 1) Reported that there were 95 total EMS calls for the month.
- 2) Reported that there were 25 fire runs.
- 3) Reported that 76.8% of shifts were covered with no crew available for 3 calls.

Fiscal Officer: Fiscal Officer Debra Whitehair gave the October financial report.

- 1) Reported that the available primary checking balance is \$1,291,909.00.
- 2) Reported that the second extract has been performed for the RITA transfer. Welcome letters will be sent to residents at the beginning of December.
- 3) Reported that she is working with Chris Kerby on the temporary budget.

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

- 1) **Resolution 2024-11-1 and Ordinance 2024-11-1:**
 - Asked for approval of Resolution 2024-11-1 and Ordinance 2024-11-1 to transfer \$53,000 from the general to the sewer fund to pay the remaining balance of the tertiary project, CT Consultants Engineering & Inspection Services and to buy much needed raw pump parts at the sewer plant. The Tertiary project cost \$920,673 and \$871,790 was paid with the America Rescue Plan Act (Ohio Builds) and Governor's Office of Appalachia grants in 2022 and 2024. Our local match is \$48,883, which accounts for 5% of the project.
 - The generator finally passed all the necessary testing and is working properly. Generac trained staff on its operation on November 13, 2024. I have given the paperwork to Ohio EPA, and they will be in for an inspection on November 20, 2024. Once this is complete, we will receive our grant reimbursement of \$48,438. The project cost was \$88,931 and an Ohio EPA grant covered \$48,438. Total Engineering cost was \$14,750.
- 2) **Lead Service line Letters:** As a requirement for an Ohio EPA mandate, we have been working with RCAP and Mannik & Smith to send out Lead Service line letters to residents informing them what their service line pipe material is. As you know I shared an email with you explaining what this was for.
- 3) **Young Tree Workshop:** The workshop went very well and resulted in many of the Main Street trees getting trimmed. The Operations department will soon be planting 6 trees to replace the ones that were cut down to wind damage and poor condition soon. Replacing trees is

a part of our Tree City USA membership. Due to rotting and split tree condition, we made the decision to cut down a Maple tree found at 158 Montgomery Blvd.

- 4) **Upper Reservoir Trail:** The Friends of New Concord volunteers rebuilt and repaired all the bridges that surround the upper reservoir. They also bought the lumber and supplied the necessary equipment. We appreciate and are thankful for the work the volunteers completed to improve the Upper reservoir trail.
- 5) **Verizon Water Tower Lease agreement:** After the completion of the 3 Council readings, the Verizon contract Lease has been fully executed, and we will continue to receive monthly payments of \$1,521.00.

Operations Department

- a) Fixed ¾ inch water service line leaks at 170 Montgomery Blvd. & 164 Mulberry
- b) Completed painting curbs.
- c) Serviced 2008 GMC dump truck and leaf vacuum, placed box on dump truck and started fall leaf pickup.
- d) Repaired a 6-inch water main leak on North Liberty Drive.
- e) Read water meters.
- f) Fixed 2-inch yard hydrant at the WWTP.
- g) Winterized the swimming pool.
- h) Filled potholes and will continue to do so through fall.
- i) Marked out 3 burials and 2 headstone foundations in cemetery.

Assistant Village Administrator: Assistant Village Administrator Dalton Flinn gave the October report.

1) **Water 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) The New Concord upper reservoir level is 36 feet below normal pool level. We have approximately 140 days of water left until we run it dry. The upper reservoir was also treated with 30 gallons of Mainstream – liquid copper sulfate used to treat algae.
- C) Columbia Gas installed a new regulator on the gas line feeding the new generator. It is now operable and in service.

2) **Wastewater Treatment Plant**

- A) The new Filters are now operational. We have made several small adjustments, and they are running well.
- B) UV Disinfection has been stopped for the off season. We do not have to collect E. coli samples until spring.
- C) Operating belt press to process biosolids for farm field application.

3) **Zoning**

- A) No permitting activity for the month.
We are asking for Councils support in passing the new short term rental ordinance, adding a new short-term policy and short-term rental definition to our zoning code.

Code Enforcement: Billy Mitchell gave the October report.

- 1) 11 temporary signs were removed

Wootton asked about the shelter project, Chris reported that there is work being done and the roof is being rebuilt.

Infrastructure Committee: Committee Chair Robert Dickson reported that the committee did not meet but that the tree pruning workshop was well attended.

Policy Committee: Committee member Steve Wootton reported that the committee met on November 5.

- 1) Committee recommended passage of Ordinance 2024-11-1, which will allow for a short-term rental policy in the Village, with a possible change to section 9 concerning a designee if the owner does not live within 25 miles of the Village.
- 2) Committee recommended of Resolution 2024-11-1, which supports the celebration of the 250th anniversary of the founding of the United States, which will allow non-profits in the Village to apply for funding for any programming pertaining to those celebrations.

Safety Committee: Wootton stated that the committee did not meet but that Jim Whitehair has agreed to become the committee chair.

Finance Committee: Committee reported that the committee met on November 18.

- 1) Committee went over the October financial statements.
- 2) Committee recommended passage of Ordinance 2024-11-2, Ordinance 2024-11-3, and Resolution 2024-11-2, which are housekeeping legislation needed to pay out the generator invoice for the tertiary project.
- 3) Reported that Chris Kerby is working on the budget for 2025.

OLD BUSINESS

Dickson makes a motion to waive second reading and make final reading.

Moved by Dickson

Seconded by Whitehair

Ordinance 2024-12-1, an ordinance setting the costs for the certificate of registration fee and the construction permit fees for the right-of-way program, final reading.

Wootton abstain

Shegog absent

Whitehair yea

Dickson yea

Taylor yea

Motion Passes

NEW BUSINESS

That **Ordinance 2024-11-1** be approved as read with amendment to section 4.

Wootton	abstain	Shegog	absent
Whitehair	yea		
Dickson	yea	Taylor	yea

Motion Passes

ANNOUNCEMENTS:

- Committee of the Whole Meeting – Monday, November 25th - 6:30pm – Village Hall
- Village Hall Closed - Thursday, November 28 and Friday, November 29th - Thanksgiving
- Christmas Tree Lighting – 6pm – Christmas Parade – 6:30pm - Monday, December 2nd
- Village Council Meeting – Monday, December 9th – 6:30pm - Village Hall

Moved by Dickson, second by Taylor that council move to executive session at 7:08 PM.

Wootton	abstain	Shegog	absent
Whitehair	yea		
Dickson	yea	Taylor	yea

Motion Passes

EXECUTIVE SESSION: To consider the appointment of a public official.

Motion by Dickson, second by Taylor to adjourn executive session. Executive session adjourned at 7:28 PM.

Whitehair made a motion to appoint Garrett Killian to council, Dickson seconded. All vote in favor.

ADJOURNMENTS: Motion by Dickson, second by Taylor to adjourn meeting. Meeting adjourned at 7:30 PM.

Mayor

Fiscal Officer