

December 9, 2024

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

The oath of office was administered by Levi Shegog to Garrett Killian.

Moved by Wootton, second by Taylor, that council dispense with the reading of the November 18, 2024 minutes and approve as distributed. Motion carried.

Visitors: Jessica Arnold, Erin Stevens

SOPEC Representatives Erin Stevens, SE Ohio Community Liaison, and Jessica Arnold, Regional Director for SE Ohio spoke regarding the \$4.1 million EV grant SOPEC was awarded this fall, which has a component related to New Concord.

Stevens and Arnold presented options for placement of the charging stations and council members made additional suggestions. Council will continue to be in contact with SOPEC as this project moves forward.

REPORTS

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

- 1) Reported that there were 266 calls for service.
- 2) Reported that there have been 3375 calls for service year to date.
- 3) Reported that there were 10 traffic citations and 32 traffic warnings for the month.
- 4) Reported that there were 354 business checks and 3 parking citations.
- 5) Reported that there were 4 misdemeanor charges and 1 felony case.
- 6) Reported that the 10th annual canned food drive will be Friday, December 13 at Riesbeck's.

Fire Chief: Fire Chief Shane Barkley gave the November monthly report.

- 1) Reported that there were 81 total EMS calls for the month.
- 2) Reported that there were 19 fire runs.
- 3) Reported that 80% of shifts were covered.
- 4) Reported that one new part-time employee has been hired, and two volunteers have been added to the department. One part-time employee turned in her two-week notice.
- 5) Reported that the department received \$11,600 from the Ohio MARCS grant for pagers.

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

- 1) Reported that the available primary checking balance is \$1,334,422.53.
- 2) Reported that she is working on 2024 year end and beginning to work with Chris Kerby on the 2025 budget.

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

1) Ohio EPA Surface Water Plant tour: Ohio EPA requested a tour of our water plant for their new employees so they could learn how a surface water plant operates and what things to look for when conducting a surface water plant inspection. The tour took place on November 26, 2024, with seven Ohio EPA representatives. Wanted to recognize all the staff who work in the water & wastewater department- Jeff Wiler, Kenny McClellan, Dalton Flinn and Landan Pollock who make our operations a great success. Also wanted to recognize the Operations Department for their contributions in water meter reading and maintaining the water distribution system and wastewater collection system. The operations department members are Trent Johnson, Korey Crawford, Steve Ball and Hunter McClellan. I also want to recognize Joy Johnson for handling the utility billing system and lastly Debbie Whitehair for processing accounts payable and payroll. These team members are the ones who make it all work for the drinking water, wastewater treatment and other services for our residents.

2) Tree City USA Application: Tree City USA members must submit an annual application each December to retain their status. New Concord has been a Tree City for well over 40 years. I submitted ours on November 22, 2024. The application requires us to report data demonstrating our commitment to caring for our community trees. In accordance with that, I reported that \$16,138.20 was spent on tree care for 2024 including but not limited to the following: 9 trees were cut down. All stumps have been grinded and 7 trees were planted. An Arbor Day dedication was observed with the planting of a Japanese Zelkova tree with the 3rd grade students from New Concord Elementary School on Arbor Day.

Operations Department

- a) Hosted a Young Tree Pruning Class led by ODNR Urban Forester Ann Bonner and attended by more than 30 people including the Village Operations Department.
- b) Leaf Pick up continued with a total of 7 loads this month.
- c) Fixed street light bulb at 62 W Main Street.
- d) Worked with Dalton to grind tree stumps then seeded and strawed areas.
- e) Planted 6 trees to replace the ones cut down.
- f) Treated bridges for ice on the night of November 21, 2024.
- g) Village Christmas decorating: wrapped garlands with lights, installed on light poles and entrance signs.
- h) Special thanks to Dalton, Landan, Chief Barkley and duty crew for replacing bulbs on the star at the water tower.
- i) Marked out 2 burials at New Concord Cemetery for Jerry Blackwood.

Assistant Village Administrator: Assistant Village Administrator Dalton Flinn gave the November 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) No algae detection in our raw water source.
- C) Discontinued using the upper reservoir as our source and are back to using the creek for source water.
- D) The upper reservoir is slowly gaining back, and we are still under voluntary water conservation until further notice.

- E) Had generator training to learn how to operate the new generator.
- F) Ordered parts to repair our aging raw wastewater Gorman Rupp pumps.

2) **Zoning**

- A) 172 South Friendship Drive filed and was approved for a zoning application for a fence.
- B) 68 East Maple Avenue filed and was approved for a porch replacement.
- C) 196 Lakeside Drive filed and was approved for building a new residence.

Code Enforcement: Code Enforcement Officer Shane Barkley gave the November report.

- 1) The Month of November had one new case. The Marathon appear to have finished their property clean up.
- 2) 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. After the last check, the Cell phone number on file is out of service
- 3) 61 E. Main St- Loose slate over hanging the edge of roof.
- 4) 8 temporary signs were removed

Safety Committee: Committee chair Jim Whitehair reported that the committee met on December 3.

- 1) Committee recommended Resolution 2024-12-1 to the finance committee, which will allow the fire department to apply for a grant to cover 20 sets of turnout gear.
- 2) Committee also recommended Resolution 2024-12-2 to the finance committee, which is a matching grant to pay for four sets of turnout gear.
- 3) Committee heard an update from Fire Chief Barkley about the state of the fire department and also the staffing of the fire department.

Finance Committee: Committee chair Steve Wootton reported that the committee met on December 9.

- 1) Wootton thanked Chris Kerby and Melanie Smith for working with Fiscal Officer Debbie Whitehair throughout the year. Committee went over the financials for November and all accounts look at projected revenue and expenses.
- 2) Committee recommended passage of Resolution 2024-12-1, which will allow the fire department to apply for a grant for 20 sets of turnout gear. The grant will cover \$95,000 and the additional \$5000 will come from the Village.
- 3) Committee recommended passage of the first reading of Resolution 2024-12-2 which will allow the fire department to apply for a matching grant to pay for four sets of turnout gear. The Village would pay \$10,000 and the grant would cover \$10,000.
- 4) Committee discussed the need for new heart monitors and a new power cot with a zero percent loan through Stryker Equipment. Committee will bring legislation to the next council meeting.
- 5) Committee recommended passage of Resolution 2024-12-3, which will increase emergency medical services rates for 2025.
- 6) Committee recommended passage of Ordinance 2024-12-2, which adopts the 2025 temporary budget.

first reading

Wootton	yea	Shegog	yea
Whitehair	yea	Taylor	yea
Dickson	yea	Killian	yea

Motion Passes

Moved by Killian

Seconded by Taylor

Resolution 2024-12-3, a resolution authorizing an increase in rates for emergency medical services and rescue services and declaring an emergency

Wootton	yea	Shegog	yea
Whitehair	yea	Taylor	yea
Dickson	yea	Killian	yea

Motion Passes

Moved by Taylor

Seconded by Killian

That **Resolution 2024-12-3** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Taylor	yea
Dickson	yea	Killian	yea

Motion Passes

ANNOUNCEMENTS:

- Committee of the Whole Meeting – Monday, December 23rd - 6:30pm – Village Hall
- Village Hall Closed - Wednesday, December 25th – Christmas
- Village Hall Closed - Wednesday, January 1st – New Year's Day
- Village Council Meeting – Monday, January 13th – 6:30pm - Village Hall

ADJOURNMENTS: Motion by Dickson, second by Whitehair to adjourn meeting. Meeting adjourned at 7:34 PM.

Mayor

Fiscal Officer