May 12, 2025

Mayor Jennifer Lyle called the meeting to order on Monday, May 12, 2025 with all members present.

Visitors: Beth Bates Chaffon, Denise Hamric, Shirley Rose, Steve Ball, Cody Sturtz, Anita Sturtz, Trey Sturtz, Dan Navicky, Jen Navicky, Dan Cooper, Daniel Cooper, Elizabeth Cooper, Michael Cooper, Mike Bennett, Marsha Wagner, Stacey Russell, Frances Morland, Charlotte Simpson, Carol Conrad, Cathy Seely

Mayor Lyle presented the Dedicated Public Service Award to Carmaline Sturtz.

Moved by Killian, second by Taylor, that council dispense with the reading of the April 28, 2025 minutes and approve as distributed. Motion carried.

REPORTS

Police Chief: Mayor Jennifer Lyle gave the April monthly report.

1) Reported that there were 300 calls for service.
2) Reported that there have been 1118 calls for service year to date.
3) Announced that the Drug Take Back Day collected a total of 59.8 pounds of unused medication.
4) Announced that Muskiepolooza went smoothly.

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

1) Reported that the available primary checking balance is $1,737,202.53.
2) Reported that she will be working with Chris Kirby on the Alternative Monthly Budget to be submitted to the county in June.

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

1) **ODOT Participatory Legislation**: Due to the need for identifying and replacing lead service lines, along with ongoing discussions regarding the brick crosswalks on Main Street, the decision has been made to postpone the eastbound paving—from the Rt. 83 Friendship Drive intersection to our eastern corporation limit—by one year. However, we do need to come to a decision on what we plan to do with our brick crosswalks and report it to ODOT by July 2025. With your approval of this emergency legislation, ODOT will proceed with paving from the west corporation limit to Friendship Drive and all of Friendship Drive within the Village boundaries.
2) **John Glenn School Road**: This road will be paved this year. The Ohio Public Works Commission (OPWC) has approved Muskingum County's 2025 application for paving. The bid deadline is May 15, 2025, and the contract will be awarded on July 1st. The work must be completed by October, but efforts are being made to have it paved while school is not in session.
3) **Sewer Rate Study**: The Rural Community Assistance Partnership (RCAP) is still gathering information for the study and anticipates presenting recommended sewer rate adjustments

at the June Finance Committee meeting.

4) **Drinking Water Compliance Reports**: The Annual Consumer Confidence Report (CCR) was completed and posted on the village website on April 30, 2025. The report was also submitted to the Ohio EPA, meeting the June 1 deadline.

5) **Windstorm Tree Damage**: A detailed report on April 30, 2025, windstorm damage was shared with the council on May 2. The Police and Street Departments are commended for their swift response in handling fallen trees.

6) **PEP Ohio IT Security Training**: Conducted on April 23, 2025, and well attended by village staff. Training handouts were emailed to those unable to participate.

Operations Department

1) Installed pickleball and volleyball nets.
2) Picked up trash along Route 40 West and 83 South before mowing.
3) Assisted H&M Tree Service and the university with a hazardous tree on North Liberty.
4) Performed maintenance on mowing equipment.
5) Continued updating the GIS app for asset management.
6) Began seasonal mowing.
7) Repaired the storm grate on Findley Alley.
8) Replaced a streetlight bulb near Dairy Duchess. Although reports indicated eight streetlights out, only one required replacement.
9) Ran the street sweeper three times.
10) Attended meetings on cybersecurity and asset management with RCAP.
11) Marked on burial at the cemetery and adjusted a few headstones.
12) Completed storm-related tree cleanup.
13) Cleared brush on West Main hillside from across water plant, assisted by Landon and Cole.
14) Councilperson Killian suggested that there is work that can be done to prevent damage with catch basins.
15) Councilperson Shegog asked if it is possible to fix headstones that have completely fallen over? Huebner stated that he will check with Trent on that policy.
16) Councilperson Whitehair asked if there was a way to ensure that truck traffic would be accounted for in the paving, as it has caused ruts and damage? Huebner stated that this should be done as it is paved.

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

1) **Water Treatment Plants**

Both treatment plants remained in full compliance for March 2025, with Monthly Operating Reports and Operator Coverage Time Reports submitted to Ohio EPA.

Water Treatment:

1) Fontus Blue contract was not renewed.
2) Signs were added to the elevated storage tank in-house, saving $500.
3) Surface wash valve repaired.
4) High service pump rebuilt.

Wastewater Treatment:

5) New NPDES permit sampling schedule has begun.

2) **Zoning**

1) 119 Lakeside – Stair replacement.
2) 163 East Main Street – Roof and siding replacement.
3) 17 West Main Street – Concrete work.
4) 173 Montgomery Boulevard – Accessory building installation.
5) 178 Highland Drive – Roof replacement.
6) 164 Highland Drive – Roof-mounted solar panels installation.
7) 210 Westview Drive – Roof-mounted solar panels installation.
    i. 158 West High Street – Roof-mounted solar panels installation

3) **Code Enforcement**

1) Spoke with 15 South Depot about yard clutter, which was promptly cleaned.
2) Sent first notice letter to 216 West Main Street regarding noxious weeds.
3) Emailed 163 Montgomery regarding sump pump discharge relocation.
4) Filled a large sinkhole on sewer right-of-way behind Highland Drive caused by homeowner downspouts; the homeowner will be billed for the repair.
5) Issued six letters to residents, requesting they trim trees/shrubs encroaching on roads and sidewalks.

Mayor: Mayor Jennifer Lyle gave the April report.

1) Congratulated all Muskingum and John Glenn gradutates.
2) Congratulated Tina Huebner as the new Muskingum County Auditor.
3) **Economic Development**
   a) New Concord 2025 Community Planning Project (also a grant item) with Neighborhood Strategies, funded by Mayors' Partnership for Progress . Report and recommendations shared with council. Next is an implementation strategy developed: Mayor, Administration, Council and Neighborhood Strategies.
   b) New business: Teddington Square (Flinn)

4) **Government Relations**
   a) Mayors' Partnership for Progress (MPP), 2025 President: Guest speaker, Ken Klouda, Ohio Dpt of Commerce, Division of State Fire Marshal, "Community Funding"; hosted by Atlantic Emergency Solutions, McConnellsville

5) **Community & Stakeholder Relations**
   a) New Concord Area Board of Trade Annual Banquet – keynote by Brian Wagner, Muskingum County Community Fund, New Concord Food Pantry, Community Service Award
   b) Arbor Day tree-planting with EMSD 2nd-graders – Robert kindly stood in since I was out of town
   c) Feline Neuter and Spay Contest sponsored by Mike Ward's 501(c)3, New Concord Feral Cats, Inc. On May 2 drew the New Concord winning numbers (one male, one female cat)
   d) Hanging baskets for Main Street are scheduled for delivery on May 15.
   e) Friends of New Concord: planning for Community Day #3, August 30

6) **Administration**
   a) Supporting and advising personnel as requested (ongoing)
   b) Lead surface line location project public announcements coming up in May (Huebner, Johnson)
   c) Veterans Memorial Park (village park) stage (wood only, no changes) will be rebuilt by Village Operations Dpt for safety considerations.
   d) ODOT resurfacing planning for 2026 (Huebner, Johnson)

7) **Grants & Donations**
   a) New reservoir entrance sign donated by Greg and Eileen Adams will be delivered on/before June 1. Village staff will install. Planning photo op with the Adamses.
   b) Submitted request for Congressionally Directed Spending (CDS) FY26 funding with Senator Moreno's office: "Bridging the Gap: Reconnecting S. Liberty" and "Essential Infrastructure, Critical Need: Village of New Concord WTP Clarifier". Awards are contingent upon passing of federal budget.
   c) Safe Routes To School (SRTS): School Travel Plan update, Summer 2025 planning with EMSD for possible 2026 application (Taylor, Flinn, Barkley, Peck with OMEGA)
   d) Pedestrian/Bike planning application (Feb submission for $95,800) – per ODOT, awards announced by late May (Huebner, OMEGA)
   e) Housing Technical Assistance Program (HTAP) application for $74,000 for update of New Concord's Comprehensive Plan that was last updated in 1992. The update would address urgent housing and economic development needs and provide the groundwork for modernization of our zoning code. This is a first-time ODOD grant program and must be completed by May 3, 2026. Award notification is

expected sometime this month, as funds will be released on June 1, the first day of the state's new fiscal year. Verdantas (formerly CT Consultants) assisted with the application, which requests $74,000 (maximum was $100,000)

8) Stated that Let's Pick It Up New Concord celebrated its twentieth year. New Concord Blooms is currently in local businesses.
9) Councilperson Shegog stated that he feels that we pursue a lot of planning grants that ultimately do not lead to any concrete work done in the Village.

Finance Committee: Committee chair Steve Wootton reported that the committee met on May 8.

1) Committee reviewed the income and expenditures reports.
2) Committee is further discussing assistance to the fireworks fund for the Fireman's Festival.

OLD BUSINESS

Wootton made a motion to waive the second reading of Resolution 2025-5-1, Taylor seconded.

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

Motion Passes

Moved by Taylor Seconded by Wootton
Resolution 2025-5-1, a resolution authorizing the Village Administrator to enter into and execute contracts with the Director of Transportation for the resurfacing of US 22 and along State Route 83 in Muskingum County by the Ohio Department of Transportation, final reading

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

Motion Passes

NEW BUSINESS

ANNOUNCEMENTS:

- John Glenn High School Graduation – Friday, May 23rd – 7pm
- New Concord Area Pool Opens – Saturday, May 24th
- Splash Attack – Saturday, May 31st – 12pm – New Concord Elementary School Park

COUNCIL MEETING SCHEDULE:

- Infrastructure Committee Meeting – Tuesday, May 27th – 5:30pm – Village Hall – Only Held if Items are on the Agenda
- Village Council Meeting – Tuesday, May 27th - 6:30pm – Village Hall – Only a Council Meeting if there are items to be voted on – otherwise meeting is a Committee of the Whole and only held if there are items on the agenda
- Safety Committee Meeting – Monday, June 2nd – 5:30pm – Village Hall – Only Held if Items are on the Agenda
- Policy Committee Meeting – Tuesday, June 3rd – 3pm – Village Hall – Only Held if Items are on the Agenda
- Finance Committee Meeting – Thursday, June 5th - Village Hall
- Village Council Meeting – Monday, June 9th – 6:30pm - Village Hall

Wootton stated that Councilperson Killian has submitted his resignation. Residents are encouraged to submit an application if they are interested in joining council.

ADJOURNMENTS: Motion by Dickson, second by Killian to adjourn meeting. Meeting adjourned at 7:12 PM.

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Mayor Fiscal Officer