July 14, 2025

Mayor Jennifer Lyle called the meeting to order on Monday, July, 2025 with all members present except Whitehair.

The oath of office was administered by Village Solicitor Scott Eickelberger to Michael Bennett and Yolanda Taylor.

Moved by Taylor, second by Dickson, that council dispense with the reading of the June 23, 2025 minutes and approve as distributed. Motion carried.

Visitors: Cathy Seeley, Connor Roehrig, Sarah Jammal

REPORTS

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

1) Reported that there were 308 calls for service.
2) Reported that there have been 1715 calls for service year to date.
3) Reported that there were 24 traffic citations and 38 traffic warnings for the month.
4) Reported that there were 314 business checks and 2 parking citations.
5) Reported that there were 3 misdemeanor charges and 1 felony case.

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

1) Reported that there were 84 total EMS calls for the month.
2) Reported that there were 23 fire runs.
3) Reported that they provided mutual aid 29 times, which is double the average.
4) Reported that there was coverage for 61.66% of shifts.
5) Reported that Tower 901 was sent out for repairs.
6) Reported that the Fireman's Festival made $4100 in profit for the Firefighters Association.

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

1) Reported that the available primary checking balance is $1,635,769.51.
2) Reported that she worked with Chris Kerby on allocating funds to correct accounts.
3) Asked council for a verbal vote on submitting the Alternative Tax Budget to Muskingum County, all vote in favor.

Village Administrator: Village Administrator Dalton Flinn gave the May report.

<u>Operations Department</u>

1) Repaired 6" main water break at the intersection of South St. and Orr Alley and a 2" break on Barrington Ridge Drive.
2) Continued 2025 hydrant flushing per EPA guidelines.
3) Maintained regular groundskeeping: mowing, trimming and flower watering.

4) Rebuilt the stage backdrop at Village Park and installed rebuilt pump at the swimming pool.
5) Completed the 2025 Street Assessment, update of Rick Giroux's 2022 version.
6) Performed regular water meter readings.

Streets

- **2025 Paving Resolution:** Infrastructure Committee approved Parnell & Associates' quote to pave:
    - East Cherry Alley to Sunafrank
    - Franklin (East Main to Cherry)
    - Plumb Alley (Sunafrank to Liberty, behind ORME's Hardware to Chestnut, and Chestnut to Franklin)
    - Miscellaneous patchwork throughout the Village Project Cost: *$74,751.30*
    - 390 tons of asphalt Pending Council approval. Scheduled for late July.

- **John Glenn School Road:** The Muskingum County Engineers Department has awarded the contract for the Shelly Company to pave John Glenn School Road for 2025.

Water

- Compliance**:** Maintained full Ohio EPA compliance**.**
- Mannik & Smith Group: Awaiting Ohio EPA approval of potholing contract to proceed with the remaining Lead Service Line Inspections, Ohio funded by an OEPA grant.
- Operators provided weekend flower watering and assisted with pool chemical treatment.
- Coordinated with Matt Hanna for auxiliary electric transfer switch at Garfield Booster Station. Parts ordered.
- Filled and monitoring south clarifier drive, now operating properly.
- Ongoing daily plant operations: chemical dosing, pump operation, daily analysis and compliance assurance.
- Initiated weekly Microcystins algae testing as part of updated Ohio EPA summer requirements.

Wastewater

- Sewer Rate Increase: Council passed the second reading of the amended resolution at the last meeting. We encourage support for the third and final reading of the sewer rate ordinance to fund projects and collection system repairs.
- Starting September, 2025 customers will receive monthly water & sewer bills.
- Sanitary Sewer Overflow- June 6, 2025 over 2 inches of rain in 30 minutes led to 4 overflowing manholes and 1 basement backup. Incident reported to Ohio EPA.
- Just a reminder Council support is urged for the 3rd reading of the sewer rate increase
- Repaired N. Clarifier valve key shaft with the help of East Coast welding. Reinstalled it successfully.
- Installed new belts on belt press. Improving efficiency.
- Processed 54 tons of biosolids.
- Completed installation of a new backflow device.

- Performed routine daily and weekly sampling and analysis of wastewater samples.

Zoning

- 163 Hawthorne applied and approved for construction of an accessory building
- 60 East Maple applied and approved for a fence
- 12 Garfield applied and approved for a fence
- 160 Montgomery Boulevard applied and approved for demolition
- Attended Tree Commission Academy classes
- Attended RCAP utility management class

Code Enforcement EOM Report

Monitoring the following properties/cases
785 friendship second property maintenance/ outdoor furniture notice
Talked with college about trimming branches on 5 E high
New Cases
178 friendship property maintenance
170 Montgomery pool fence
106 W main notice to trim tree branches
Resolved Cases
178 Friendship trimmed branches after 1st notice
155 West Main Street first notice of noncompliance- resolved
815 Friendship resolved property maintenance issues
The branches at 102 Eastview have been trimmed by the operations department and they have been billed
7 temporary signs removed

Mayor: Mayor Jennifer Lyle gave the June report.

1) Lyle introduced Sarah Jammal of Verdantas. Jammal explained that Verdantas will be working with the Village on the Comprehensive Plan Update that the Village received a grant for, legislation for which is on the agenda. The grant was awarded through the Ohio Department of Development's Housing and Technical Assistance Program (HTAP) and will be completed by June 1, per HTAP guidelines.
2) Lyle explained that Resolution 20205-7-5 will be entering into a grant-loan with USDA-RD for the Sutphen 2026 pumper engine. The purchase was authorized by council in March 2023, and delivery is expected in fall of 2026. The total loan will be for $347,000 with an interest rate of 4.875% for 10 years.

Infrastructure Committee: Committee chair Robert Dickson reported that the committee met on June 23.

1) Committee reviewed the 2025 Street Paving Proposal and are in favor of passage of Ordinance 2025-7-4, Resolution 2025-7-3, and Resolution 2025-7-4.
2) Reported that the new sign for the reservoir has been received and will be put in place shortly.

Policy Committee: Committee chair Levi Shegog reported that the committee met on June 8.

1) Committee heard a presentation from Vendantas on the Comprehensive Plan Update and are in favor of passage of Ordinance 2025-7-2, Ordinance 2025-7-3, and Resolution 2025-7-2.
2) Committee received an update of the water and sewer policy to reflect monthly billing.

Finance Committee: Committee chair Stan Taylor reported that the committee met on June 5.

1) Committee reviewed the income and expenditures reports and the mid-year budget review.
2) Committee recommended passage of Resolution 2025-7-1, creating a fee structure for body camera footage requests.
3) Committee recommended passage of Ordinance 2025-7-4, Resolution 2025-7-3, and Resolution 2025-7-4 for the 2025 street paving project.
4) Committee recommended passage of Ordinance 2025-7-1, which is routine housekeeping legislation.
5) Committee recommended passage of Ordinance 2025-7-2, Ordinance 2025-7-3, and Resolution 2025-7-2, for acceptance of the grant for the Comprehensive Plan Update.
6) Committee recommended passage of Resolution 2025-7-5, accepting the USDA loan for the fire engine.
7) Committee recommended passage of Ordinance 2025-7-7, which amends the salaries for the Village Administrator and the Public Works Director.

OLD BUSINESS

Moved by Shegog Seconded by Taylor, S.
Ordinance 2025-6-3, an ordinance implementing a phased sewer rate increase from July 1, 2025 through December 31, 2029, final reading.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

NEW BUSINESS

Moved by Taylor, S. Seconded by Shegog
Ordinance 2025-7-1, an ordinance providing for amending and revising the appropriations of expenditures for the Village of New Concord for the calendar year 2025 and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Taylor, S.
That **Ordinance 2025-7-1** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Dickson Seconded by Shegog
Ordinance 2025-7-2, an ordinance accepting a grant agreement from the State of Ohio Housing Technical Assistance Program and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Dickson
That **Ordinance 2025-7-2** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Dickson
Ordinance 2025-7-3, an ordinance authorizing the Village Administrator to enter into a work authorization with Verdantas to execute grant award OHS-HTAP25-3 accepted by New Concord Village Council under Ordinance 2025-7-2 and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Dickson Seconded by Shegog
That **Ordinance 2025-7-3** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Taylor, Y.
Ordinance 2025-7-4, an ordinance providing for amending and revising specific line-items in the appropriations of expenditures for the Village of New Concord for the calendar year 2025 and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, Y. Seconded by Taylor, S.
That **Ordinance 2025-7-4** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Dickson Seconded by Taylor, S.
Ordinance 2025-7-5, an ordinance authorizing the Mayor to promote Dalton Flinn to Village Administrator and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Dickson
That **Ordinance 2025-7-5** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Dickson
Ordinance 2025-7-6, , an ordinance authorizing the Village Administrator to create the position of Public Works Director and to appoint Chris Huebner as Public Works Director and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Dickson Seconded by Taylor, S.
That **Ordinance 2025-7-6** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, Y. Seconded by Taylor, S.
Ordinance 2025-7-7, an ordinance amending Ordinance 2025-3-3 to establish wages for employees and officers of the Village for the period 4-1-2025 to 3-31-2026 and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Taylor, Y.
That **Ordinance 2025-7-7** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Taylor, S.

Resolution 2025-7-1, a resolution creating the fee structure as established by House Bill 315, passed January 2, 2025 by Governor Dewine for the charging of fees in public records requests that include videos of police department incidents and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Shegog

That **Resolution 2025-7-1** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Taylor, Y.

Resolution 2025-7-2, a resolution to create a Housing Technical Assistance Program Grant Agreement (HTAP) Fund 2906 for the Village of New Concord and declaring it an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, Y. Seconded by Shegog

That **Resolution 2025-7-2** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Dickson

Resolution 2025-7-3, resolution to transfer funds from the General Fund to the Street Assessment Fund ($50,000.00), Housing Technical Assistance Program Grant Agreement (HTAP) fund ($74,000.00) and the Enterprise Sewer Fund ($15,000.00) and declaring it an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Dickson Seconded by Shegog

That **Resolution 2025-7-3** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, Y. Seconded by Shegog

Resolution 2025-7-4, a resolution authorizing the Village Administrator to enter into a contract with Parnell and Associates for paving and patching roads and alleys in the Village of New Concord and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Taylor, Y.

That **Resolution 2025-7-4** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Shegog Seconded by Taylor, S.

Resolution 2025-7-5, a resolution authorizing the mayor to prepare and submit an application to participate in the USDA Community Facilities (CF) Loan Program and declaring an emergency

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

Moved by Taylor, S. Seconded by Shegog

That **Resolution 2025-7-5** be approved as read.

Dickson	yea	Shegog	yea
Whitehair	absent	Taylor, S.	yea
Taylor, Y.	yea	Bennett	yea

Motion Passes

ANNOUNCEMENTS:

- Celebrate New Concord – Kyle Eldridge – Tuesday, July 22nd – 7pm – Village Park
- Celebrate New Concord – Sheryl Wise & Company – Tuesday, August 12th – 7pm – Village Park

COUNCIL MEETING SCHEDULE:

- Infrastructure Committee Meeting – Monday, July 28th – 5:30pm – Village Hall – Only Held if Items are on the Agenda
- Village Council Meeting – Monday, July 28th - 6:30pm – Village Hall
- Safety Committee Meeting – Monday, August 4th – 5:30pm – Village Hall – Only Held if Items are on the Agenda
- Policy Committee Meeting – Tuesday, August 5th – 3pm – Village Hall – Only Held if Items are on the Agenda

- Finance Committee Meeting – Date and Time to be Announced – Village Hall
- Village Council Meeting – Monday, August 11th – 6:30pm - Village Hall

Council President Robert Dickson assigned Michael Bennett to the safety and finance committees and assigned Yolanda Taylor to the policy and finance committees.

ADJOURNMENTS: Motion by Dickson, second by Taylor to adjourn meeting. Meeting adjourned at 7:22 PM.

_____ _____

Mayor Fiscal Officer