

**December 11, 2017**

Mayor Brett Essex called the meeting of Village Council to order on Monday, December 11, 2017 with all members present.

Moved by Kokovich, second by Dickson that Council dispense with the reading of the November 13, 2017 minutes and approve as distributed. Motion carried.

Essex spoke in recognition of Steve Kokovich for 32 years of service to the New Concord Village Council. Essex spoke in recognition of 20 years of service to the Village of New Concord by Korey Crawford and Matt Wood, and 25 years of service to the Village of New Concord by Brent Gates.

Visitors: Steve Wootton, Linda Riffle, Gary Rubel, Derrick Moorehead, Jim Lenner, John Lowe

Moorehead spoke as representative of Garland, LLC to state that the pump station at Garland Way is prepared to be dedicated to the Village. He requested that Village Council meet on December 21 to review the dedication. Essex stated that council would discuss this request and respond to Garland, LLC in a timely manner.

## **REPORTS**

**Zoning Officer:** Zoning Officer Brent Gates gave the November monthly report.

- 1) Reported that no permits were issued in the month of November but that contractors are notifying him of work being done in the Village.

**Police Chief:** Police Sergeant Jeff Dawson gave the November monthly report.

- 1) Reported that there were 372 calls for service in the month of November, bringing the total of calls for 2017 to 2809.
- 2) Reported that there were 45 traffic citations and 98 traffic warnings, bringing the total of citations for 2017 to 333 and the total of warnings for 2017 to 470.
- 3) Reported 9 total criminal citations for November and 2 felony arrests.
- 4) Dawson reported that the 3rd annual canned food drive that the department conducts with the help of the Ohio State Highway Patrol and Riesbeck's Food Market went very well, with 181 bags of food purchased to be donated to the New Concord Food Pantry.

**Fire Chief:** Fire Chief Brent Gates gave the November monthly report.

- 1) Reported that there were 90 total EMS runs for the month.
- 2) Reported that there have been 597 EMS transports year to date.
- 3) Reported that there were 22 fire runs and 11 non emergency runs.
- 4) Reported that there have been 229 fire runs year to date.

**Fiscal:** Fiscal Officer Lynn Marlatt gave the November monthly report.

- 1) Reported that the Fund Balance is \$693,649.

- 2) Reported that miscellaneous revenue total included \$25,379 from the New Concord Cemetery Association.

**Village Administrator:** Village Administrator Charlotte Colley gave the November monthly report.

- Water Production for November– 8,143,530 gallons
  - Wastewater Flows for November– 10,845,500 gallons
- 1) Reported that the Village was notified by the Ohio EPA has completed their inspection with no findings or citations.
  - 2) Reported that the Village experienced water losses at the rate of approximately 40-50 gallons per minute due to a water leak that could not be located. The Water Plant ran for extended hours and used additional chemicals during this period. The water break has been located and staff are working with the warehouse facility to repair a break in their fire line as well that contributed to the water losses for a month.
  - 3) Reported that heavy rain in early November caused the Village to fall out of compliance with the OEPA for a manhole overflow and suspended solid issues.
  - 4) Reported that the operations crew has been collecting leaves and is preparing for snow and ice removal, as well as repairing two water breaks.
  - 5) Reported that the final layer of concrete has been poured and crews are ready for assembly of the Ground Water Storage Tank.
  - 6) Reported that all paperwork has been submitted for Tree City USA.

**Finance Committee:** Kokovich reported that the committee met prior to the meeting.

- 1) Committee recommends passage of Resolution 12-17-1, 12-17-2, 12-17-3, 12-17-4, 12-17-6, and Ordinances F-12-17-1 and F-12-17-2, all routine legislation to allow for end of the year payments and the start of 2018 payments.
- 2) Committee recommends passage of Resolution 12-17-5, allowing the Village to continue using the services of James Lenner and Associates.

**Policy Committee:** Kerrigan reported that the committee met December 8, 2017.

- 1) Committee recommends passage of Ordinance E-12-17-1 to allow an increase in the Village Employee Salary Range, to be used as a tool in prioritizing pay raises.
- 2) Committee recommends passage of Resolution 12-17-5, allowing the Village to continue using the services of James Lenner and Associates, stating that Council has been pleased with their work.

## **OLD BUSINESS**

Kokovich made a motion to table Ordinance K-12-17-1, Lyle seconded, all voted in favor.

## **NEW BUSINESS**

Moved by Stevic

Seconded by Dickson

**Ordinance E-12-17-1**, an ordinance to amend Ordinance E-7-06-1 to establish Village positions, wage and salary ranges for employees and officers and the number of employees and officers of the Village and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Dickson

Seconded by Stevic

That **Ordinance E-12-17-1** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Kerrigan

Seconded by Lyle

**Ordinance F-12-17-1**, an ordinance establishing temporary appropriations for the Village of New Concord during the fiscal year ending December 31, 2018 and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Lyle

Seconded by Kerrigan

That **Ordinance F-12-17-1** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Stevic

Seconded by Dickson

**Ordinance F-12-17-2**, an ordinance amending Ordinance F-3-17-1 in order to reduce funds for the Village of New Concord during the fiscal year ending December 31, 2017 declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Dickson

Seconded by Stevic

That **Ordinance F-12-17-2** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Lyle  
 Seconded by Kokovich  
**Resolution 12-17-1**, a resolution transferring various sums of money in the year 2018 budget from various funds listed herein to funds listed and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Kokovich  
 Seconded by Lyle  
 That **Resolution 12-17-1** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Baier  
 Seconded by Kerrigan  
**Resolution 12-17-2**, a resolution returning advanced funds from the water improvement fund back to the water revenue fund in the year 2017 budget as listed herein and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Kerrigan  
 Seconded by Baier  
 That **Resolution 12-17-2** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Dickson  
 Seconded by Lyle  
**Resolution 12-17-3**, a resolution authorizing the proper Village Officials to pay bills for purchases made in 2017 and to pay salaries, wages, and bills for the year 2018 from the respective, appropriate funds, upon satisfactory evidence validity when due and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Lyle  
 Seconded by Dickson  
 That **Resolution 12-17-3** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Baier

Seconded by Stevic

**Resolution 12-17-4**, a resolution transferring various sums of money in the year 2017 budget from various funds listed herein, to funds listed and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Stevic

Seconded by Baier

That **Resolution 12-17-4** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Kerrigan

Seconded by Lyle

**Resolution 12-17-5**, a resolution to authorize the Village Administrator to enter into a contract with James Lenner and Associates for development related special project and strategic initiatives assistance during fiscal year 2018 and declaring an emergency.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Lyle

Seconded by Kerrigan

That **Resolution 12-17-5** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

Moved by Dickson

Seconded by Stevic

**Resolution 12-17-6**, a resolution transferring \$4000 from the general fund to the swimming pool fund in the year 2018 budget and declaring an emergency.

|          |     |        |     |
|----------|-----|--------|-----|
| Kokovich | yea | Stevic | yea |
| Baier    | yea | Lyle   | yea |

|         |     |          |     |
|---------|-----|----------|-----|
| Dickson | yea | Kerrigan | yea |
|---------|-----|----------|-----|

Motion Passes

|                 |                     |
|-----------------|---------------------|
| Moved by Stevic | Seconded by Dickson |
|-----------------|---------------------|

That **Resolution 12-17-6** be approved as read.

|          |     |          |     |
|----------|-----|----------|-----|
| Kokovich | yea | Stevic   | yea |
| Baier    | yea | Lyle     | yea |
| Dickson  | yea | Kerrigan | yea |

Motion Passes

**APPROVAL OF BILLS:** See list  
 Moved by Dickson, seconded by Baier that the bills be approved for payment. All voted yea. Motion carried. Bills list on file in the Clerk's office.

**ANNOUNCEMENTS:**

- Santa Claus Visits-Thursday, December 21<sup>st</sup> at 5 PM-New Concord Fire Department will escort Santa to houses with their porch light on
- December 25-Village Hall Closed
- January 1-Village Hall Closed
- Village Council Meeting – Monday, January 8<sup>th</sup> – 7:30pm – Village Hall

**MISCELLANEOUS:**

**EXECUTIVE SESSION: EXECUTIVE SESSION:** Moved by Dickson, second by Lyle to move to executive session to discuss pending or immanent legal matters and to discuss the sale or purchase of real estate. All vote in favor.

**ADJOURNMENTS:** Motion by Dickson, seconded by Lyle to adjourn executive session at 9:25 PM. Motion carried. Motion by Dickson, second by Lyle to adjourn the meeting. Meeting adjourned at 9:26 PM.

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Fiscal Officer