

September 14, 2020

Mayor Jennifer Lyle called the meeting to order on Monday, September 14, 2020 with all members present.

Mayor Lyle asked for a moment of silence in memory of former Police Chief Ed Stewart, former deputy clerk Loas Gerlach, and former New Concord police officer Captain Danny Harlow, who all passed away in the past month.

Moved by Baier, second by Wootton that council dispense with the reading of the August 10, 2020 minutes and approve as distributed. Motion carried.

Moved by Wootton, second by Dickson that council dispense with the reading of the August 19, 2020 minutes and approve as distributed. Motion carried.

Mayor Lyle read a letter from resident Marsha Wagner addressed to Village council and staff encouraging new ideas.

REPORTS

Fire Chief: Assistant Fire Chief Troy Cole gave the August monthly report.

- 1) Reported that there were 84 total EMS runs for the month.
- 2) Reported that there have been 518 EMS runs year to date.
- 3) Reported that there was 1 fire run and 19 non-fire runs.
- 4) Reported that 4 new volunteers have been added and 1 new part-time employee.

Mayor: Mayor Lyle gave her August report.

- 1) Asked that residents be sure to fill out their census forms as the deadline is approaching.
- 2) Encouraged New Concord residents to follow recommendations concerning the spread of COVID-19.

Fiscal Officer: Fiscal Officer Lynn Marlatt gave the August monthly report.

- 1) Reported the fund status is \$701,750.
- 2) Reported that appropriated expenditures were at 64%. The General Fund was at 70%, the Fire Fund was at 62%, the Water Fund was at 66% and the Sewer Fund was at 69%.
- 3) Reported that projected revenue was at 74%. The General Fund was at 75%; the Fire Fund was at 72%, with EMS runs at 67%; the Water Fund was at 62%, and the Sewer Fund was at 76%.
- 4) Reported that revenue loss impact due to COVID-19 is as follows: individual income tax return collections are down \$3600 from previous year to date; interest received is down \$7000 from previous year to date; charges for services (EMS) are down \$14,000 from previous year to date; and water consumer rent is down from large water consumers impacting revenue.
- 5) CARES Act Expenditures are \$7000 to salaries and \$3800 to supplies and materials.
- 6) The second wave of CARES Act funds were received on September 4, 2020 and totaled \$17,758.65.

Village Administrator: Village Administrator Charlotte Colley gave the August monthly report.

- Water Production for August – 7,130,380 gallons
 - Wastewater Flows for August – 9,801,600 gallons
- 1) Reported that the wastewater plant went out of compliance on August 29, 2020 with high Total Suspended Solids test result for the 1.93” rain event. The large amount of rain caused mud/silt to wash into the sanitary sewer collection system from the Muskingum University Stadium construction project. This issue has been addressed with the University officials and the contractor and staff believe that it has been remedied.
 - 2) Reported that the operations department has been mowing right of ways throughout the Village and repaired a large water break at Main Street and Garfield Avenue.
 - 3) Reported that she sent mowing letters to various properties throughout the Village and issued a deck permit for Fairfield Drive.
 - 4) Reported that she is looking into a concern with a Main Street sign, coordinating with the business and the Design Review Board.
 - 5) Reported that the Pool Revitalization Project began on September 3rd with the demolition of the retaining wall. The crew is working to place proper drainage into the hillside before the new wall is installed.
 - 6) Reported that staff has collected and submitted lead and copper samples and all samples passed as being below acceptable levels of lead and copper.
 - 7) Reported that the North Friendship Drive Waterline Replacement project has been awarded \$300,200 by OPWC, \$200,200 in a grant and \$150,000 in a 0% interest loan. She received notification from GOA/ARC that the Village is able to submit final grant application for \$227,800 with final determinations and grant agreements to be announced in Spring 2021.

Infrastructure Committee: Committee chair Robert Dickson stated that the committee met on August 31.

- 1) Committee recommends passage of Resolution 2020-9-21 to create protections for the front office.
- 2) Committee recommends passage of Resolution 2020-9-22, allowing for the 2020 Sidewalk Program to begin. Colley is contacting residents who expressed interest in being a part of the 2020 Sidewalk Program.
- 3) Committee recommends the first reading of Resolution 2020-11-26, which will allow for edge line painting along Main Street.
- 4) Committee heard an update on the pool project.

Finance Committee: Committee chair Steve Wootton reported that the finance committee met on September 10.

- 1) Committee recommends passage of Ordinance 2020-17, updating the right of way ordinance.
- 2) Committee recommends passage of Ordinance 2020-18, allowing mowing fees to be assessed to a property owner.

- 3) Committee recommends passage of Resolution 2020-9-22, creating the contract for the 2020 Sidewalk Project with J. Brill Concrete and Construction.
- 4) Committee recommends passage of Resolution 2020-9-23 to advance funds in the 2020 budget from the general fund to the sidewalk improvement fund.
- 5) Committee recommends passage of Resolution 2020-9-21, creating a plan for authorized expenditures of funds received from the county coronavirus relief distribution fund.
- 6) Committee recommends passage of Ordinance 2020-19, amending and appropriating funds for the fiscal year ending December 31, 2020.
- 7) Committee recommends Resolution 2020-9-24, accepting amounts and rates as determined by the budget commission and authorizing the necessary tax levies.
- 8) Committee recommends passage of Resolution 2020-9-25, which is routine housekeeping legislation transferring various sums of money to various funds.
- 9) Committee recommends the first reading of Resolution 2020-11-26, which will allow for edge line painting along Main Street by E-Z Flo Painting Inc.

OLD BUSINESS

NEW BUSINESS

Moved by Dickson

Seconded by Wootton

Ordinance 2020-17, an ordinance setting the costs for the certificate of registration fee and the construction permit fees for the right-of-way program and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton

Seconded by Dickson

That **Ordinance 2020-17** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Shegog

Seconded by Sabino

Ordinance 2020-18, an ordinance authorizing the Village to certify a property tax assessment for cutting noxious weeds and removing litter and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino

Seconded by Shegog

That **Ordinance 2020-18** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns

Seconded by Sabino

Ordinance 2020-19, an ordinance amending ordinance 2020 - 14 in order to appropriate additional funds for the village of New Concord, Ohio during the fiscal year ending December 31, 2020 and declaring an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino

Seconded by Kearns

That **Ordinance 2020-19** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Wootton

Seconded by Dickson

Resolution 2020-9-21, a resolution creating a plan for authorized expenditures of funds received from the county coronavirus relief distribution fund for uses consistent with the cares act requirements and to declare an emergency.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson

Seconded by Wootton

That **Resolution 2020-9-21** be approved as read.

Wootton	yea	Shegog	yea
Baier	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson

Seconded by Sabino

Resolution 2020-9-22, a resolution to authorize the Village Administrator to enter into a contract with J Brill concrete & Construction LLC and declaring an emergency.

Wootton	yea	Shegog	yea
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