

In attendance were President, Richard Donley; Mayor, Richard Zink; Safety-Service Director, Ralph Holt; Auditor, Gary Lewis; Law Director, Fred Beery; and Clerk, Carolyn Cook.

President Donley opened the meeting at 7:00 p.m.

ROLL CALL: Mr. Kevin Chambers, Mr. Lee Koogler, Mr. John Levo, Mrs. Bonnie Parr, Mr. David Shoemaker, Mr. Charles Walker and Mr. Tim Young.

ABSENT: None

Mr. Tim Young led the assembly in prayer followed by Major Zink leading in the "Pledge of Allegiance". The minutes of the May council meeting were approved as presented.

President Richard Donley introduced Carolyn Cook as the person hopefully who will be the next Clerk of City Council. Mr. Donley made a motion to council that they accept Mrs. Cook as clerk, seconded by Mr. Koogler. Mrs. Cook was sworn in by Mr. Donley, as Clerk of the City Council of the City of Hillsboro.

MONTHLY REPORTS: Reports have been received from: Waste Water Treatment, Police Department, Water and Sewer Maintenance, Water Meter Department, Hillsboro Public Utilities, Hillsboro Street Department, Auditor's Report, and Fire Department Report.

PUBLIC REQUESTS:

A letter was received from Danny and Kay Thomas as taxpayers saying they would like for tax money to go to support local police and firefighters instead of welfare and other government programs. The council feels the same way and appreciates these comments from citizens.

President Donley said that Mr. Holt mentioned Dale Martin wants to speak to council this evening. Mr. Martin was in the audience and stepped forward to address council with his request. Mr. Martin and Wayne Cannon are the owners of Alley 21 and Highland Lanes Bowling Center. They applied for a sign permit, signed by Ralph Holt. On Friday, June 9, 2006 they discovered they needed permission from City Council. The sign is under construction and is a digital sign. Mr. Martin explained the sign is not a flashing sign, but moves more slowly than the sign on Harry Sauner Road. Their sign will have some advertising. They fully explained how their sign will operate. Mr. Martin and Mr. Cannon apologized for this last minute request. This motion to accept this sign was made by Mr. Chambers and seconded by Mr. Koogler. The vote was all in favor.

COMMUNICATIONS FROM THE MAYOR:

The mayor explained all the meetings he attended in the month of May.

Daniel Bragdon, the Teen of the Month in May, is working on his Eagle Scout Award. He asked Mayor Zink if he could build a bridge over the stream on the walking path at Liberty Park. He spent about 322 hours on the project and Mayor Zink says everyone should look at it and if you see Daniel, give him a pat on the back. He has done a fabulous job.

Ralph Holt wants to have a special Council meeting on June 19th at 6:00 p.m. The Vice President of Asphalt Zipper is coming for presentation. This would allow us to grind up these bad places in the street and we wouldn't have to go over the \$25,000 limit. We'd be able to grind, put a base in, repair the street right on the spot and do sections at a time. That'll get us away from the bidding and forced accounting we have to do.

The South Lift Station project is now complete and DEFA will be in on Thursday, the 15th to see if there is anything else to be done. They're going to through a punch list with us. That's all complete. There is a pile of dirt down there that's not the contractor's responsibility. It's the

city's and as soon as a crew gets an opportunity, they'll move that.

The mayor has a letter. It wasn't really a complaint but a concern about religious advertisements being put on city property. He would like the sign committee to take a look at that and when they have the meeting. There are some concerns that if some organizations not becoming to our city would use religion as a means to want to advertise on our poles up in town that we could get a law suit on our hands if we turned them down. So he thinks that's something we need to look at and get an answer back for this gentleman.

He mentioned that GOBA will be in on June 19th and 20th and we are expecting any place from maybe 4,000 to 6,000 extra people coming to the city and he had a flyer placed in everybody's box.

On June 26th there is an open house at the Clinton-Warren joint fire district. The flyer is in your packet. It's 2:00 in the afternoon and they are showing off their new fire house.

Paving on Harry Sauner Road will begin tonight and the mayor asked Nick Thompson to contact the fire department when we find out exactly which end they are going to start on so emergency crews will know where they will be working. That'll probably go on all week.

He asked the council president to have the finance committee set a meeting with the Auditor to address financing on the police and fire department building. We've got all the qualifications in now. When Ralph comes back, all we need to do is figure out how we are going to finance any kind of a building or whether they are going to have to buy ground. Whatever still has to be done, he would like to see all this put in committee so we can make some headway.

The mayor said we need to get permission to close streets for the festival. That hasn't been done yet and he thinks Council needs to vote on it.

Mr. Donley asked Mr. Chambers to put this on his committee and Mr. Koogler said they have been working on it.

SAFETY-SERVICE DIRECTOR'S REPORT:

Mayor Zink spoke, in the place of Ralph Holt, about the south lift station and EPA coming in on the 15th to inspect Liberty Park, where we are going to put our brush and yard waste. Once they do that, we'll be notifying the newspaper and radio and put it on the cable. We'll open it up the next day. Hopefully, by the end of the week we'll have a place for people to take their yard waste. Ralph had notes about Harry Sauner Road, but that's being done today. He received qualifications back from six architectural firms and he'll start interviewing the week of the 19th. Also, McCarty and Associates have sent the appeal into the State of Ohio for the temporary modular for the fire department and that hearing will be on June 26th or 27th. That's all on Ralph's report.

AUDITOR'S REPORT:

As per Resolution 06-1, asked in our January, 2006 meeting, \$150,000 is transferred from the General Fund to the Street Department Fund. That completes the transfers on that resolution. Each department head has turned in their budget request for 2007. Mr. Lewis met with them and the Safety Service Director to review these requests they made and the process of reconciling expenses and revenues is underway. He would like to be able to report that revenue will be available to meet all the requests, but that's never happened, he doesn't think ever, and 2007 is not going to be an exception. In fact at this point it appears that revenues are only keeping pace with last year. Increases that may have occurred due to the mandatory filing of income taxes have been offset by the loss of jobs within the city and the retail sector as well as layoffs have occurred in the manufacturing sector. The retail income will pick up especially when the new Lowe's store opens. Manufacturing will remain a concern and he does forecast that income growth rate for the remainder of the year. This does not put the city in a dire financial need. All departments, as always, must be vigilant in cutting costs wherever possible.

and every department must look for ways to be more and more efficient. Now to that end, he reported earlier that the cost of fuel was a big concern and that he would probably have to request transfer legislation to bolster the budget in that area. However, most departments stepped up and have managed to stay within or very close to their budgets. Therefore, he does not plan on requesting a transfer at this time. The departments that are lacking in this area will have to make the hard managerial decisions necessary to bring their budgets into line. Also note, that kind of compounds that a little bit, that the pending purchase of the modular and used fire truck will be direct general fund hits and beginning balance for the fiscal year 2007 will reflect that.

The next item in your packets for review is a policy resolution governing travel expense reimbursement, as policy reflects the current method of reimbursement. However, it has never been adopted as a policy and wasn't known in a previous audit and without a policy any challenge to a reimbursement would leave the city without much to stand on. Therefore since council has had the resolution in hand for some time, or at least he thought you did, he would very much appreciate it if council would approve that policy this evening. But, he does understand some of you haven't and would understand if you wanted to just go through the reading process on that.

Also in your packets is a transfer request to donate money in memory of Ron Hennison, Sr. to the Public Access TV Fund. These funds are to go toward the purchase of a new camera.

As he reviews ways to become more and more efficient within my department, he will begin the process of researching payroll direct deposit after the tax budget has been filed in July. After he has completed the research, he intends to implement direct deposit as soon as it is practicable. Direct deposit will increase efficiency and time of distribution, as well as reducing the potential for payroll errors and set sequent payroll recording errors that could lead to fines. Direct deposit will also alleviate a multitude of problems that arise from receiving a manual check. Therefore, this will enhance the service that my department provides the city employees.

In addition to direct deposit, it has become increasingly apparent the city needs to move away from a very antiquated manually written out system of keeping track of employee time on duty, to an electronic timing system, either recorded on the city's computer system, or at minimum via use of time cards and clocks. Our current system leaves the city exposed to errors in recording and time manipulation and depending on the cost involved, he anticipates making those changes as soon as is practicable as well.

He mentioned the council has the auditor's reports for the month of May. Everything is in balance. Should you have any questions, he would be happy to answer them for you, and if he can't he would be happy to get back with you as soon as possible with an accurate answer.

Mr. Donley asked if there were any questions for the auditor.

Mr. Donley asked about Hillsboro Planning Commission Reports. Mayor Zink said there is nothing on that yet.

REPORT OF THE STANDING COMMITTEES -

FINANCE COMMITTEE - Mr. Koogler, Chairman

They did meet Tuesday, May 30, 2006, at his law office at 6:00 p.m. At that time, before breaking into executive session, they did discuss the procurement of a fire truck from Fayetteville Fire Department for purchase to replace a broken truck we have here at the City of Hillsboro. Mr. Levo and Mr. Koogler were the only two members present at the time. They both did vote for legislation to be prepared to present to council for the procurement of that truck, which is here this evening. The committee also went into executive session at 6:11 p.m., came out at 6:29 p.m., went back into executive session at 6:31 p.m. and back out at 6:49 p.m.

that evening, to discuss financial and employee related issues. That is the report of his committee as it stands.

Mr. Donley asked if there were any questions.

CIVIL SERVICE AND EMPLOYEE RELATIONS - Mr. Levo, Chairman

The May meeting of the committee was held in joint session with the Finance Committee. All members were present. Also invited to attend were Mayor Zink, Safety-Service Director, Holt, Council President Donley and Fire Chief Powell. Following the finance committee's discussion about the pending fire truck purchase the joint committee discussed a request from Chief Thompson for an additional officer. Upon second, a motion to table the request until July was passed. This will give the committee time to review department expenditures and payroll records to determine if the funds can be found.

At 6:10 the meeting went into executive session to discuss requests by non-union employees and payroll issues. The executive session and meeting adjourned at 6:49 p.m. The committees will again meet in joint session on June 13th at 6:00 p.m.

Mr. Levo commented they did not believe the meeting scheduled for the 13th has been advertised. The meeting will be cancelled. Mr. Donley said he had it down as the 14th and that's probably why it was not advertised. Mr. Koogler then said have already discussed it and will try to come up with another time.

STREET AND SAFETY COMMITTEE - Mr. Walker, Chairman

He apologized for not getting a report in. He got up at 5:30 this morning and his computer was not working. He said the only thing they discussed at the last meeting was the signs for parking on one side on Highland Avenue. Mr. Holt can go ahead with that on his own and they can give him the go-ahead. He has some things they need to discuss at their next meeting, the fire investigator and some other things at their next meeting. Mr. Levo mentioned that should be Highland Drive not Highland Avenue. Mr. Walker apologized for that mistake.

UTILITIES COMMITTEE - Mr. Shoemaker, Chairman

Utilities Committee meeting met May 22, 2006 with all members present, including the other council members. Discussed security deposit. This was brought before the committee for review by citizens and the water collection department. The first question before the committee was if the deposit of \$150.00 be reduced to a lower amount. The second question is should property owners be required to pay a deposit and if so, should the property owner receive a return of the deposit after a set period of time. The third question was should a deposit be required of tenants to be applied to the final bill upon tenant moving. Security deposits are being reviewed and the information gathered in order for this committee to make a prudent recommendation to council. No action was taken as there will be more discussion in Utilities Committee Meeting the 26th of June. They will have another meeting then, get more information together, and make a final decision on that.

ZONING & ANNEXATION - Mr Young, Chairman

Nothing in that committee at this time.

PROPERTY MAINTENANCE & RESTORATION - Mr. Chambers, Chairman

They met in a joint work session with other committees on May 22, 2006. All three members were present. After discussion of estimates for replacing roof at the Cable Access Building he made a motion to repair the existing roof and the fascia and gutter on the north side of the building. Motion was seconded by Mr. Shoemaker with Mrs. Parr agreeing. An executive session was then asked for by Mr. Chambers to discuss potential real estate purchases. Motion was seconded by Mr. Shoemaker. After returning from executive session, a possible volunteer community member task force was briefly discussed. The group would be asked to help and

advise council in the matter of the future of police and/or fire building projects currently being looked into. At this point, a motion to adjourn was made by Mr. Shoemaker and seconded by Mrs. Parr.

Someone asked if they have a figure on the roof repair. Mr. Chambers said the repair Ralph got was in the \$4,500 - \$5,000 range. He was going to get a complete estimate, because of the extra work to be done with the fascia and gutter. Rather than replacing the roof, they want to repair it.

COMMUNITY ENHANCEMENT - Mrs. Parr, Chairman

The committee met on May 22, 2006 with all members present, including other council members and administration. The only discussion was the cruise-in/car show. Mrs. Parr asked that two organizations, first was volunteer firemen and they turned her down. The second was the Lions Club. They said they would consider next year. Members of committee and input from others discussed and decided we needed to keep this cruise-in on as a city activity. It was brought to her attention if the city helps the Lions Club with the first cruise-in then do you think that they would consider running it. She agreed she will take this to them, but they will help her with this project. Members of council, with President Donley and Mr. Shoemaker said they will start them out with the first cruise-in. The meeting was adjourned.

President Donley said the cruise-in is all set to go. The date is June 30th. Mrs. Parr said she took it to the Lions Club and since she is President of the Lions Club and told them they had to do it.

They talked about GOBA and the new route. Mr. Zink said Webster School, up Elm, Vine and back, 6/10th of a mile. Not going to be on West Main Street at all. They go thirty some miles. They'll be going around that a few times.

President Donley mentioned the closing of the streets for the Festival of the Bells. The same area, same streets, etc. Mr. Koogler asked about the extension of the streets. Mr. Donley moved for closure of the streets for the festival, seconded by Mr. Levo. Vote was unanimous.

Mayor talked about the fire inspectors. We were held up because of the agreement between the union and the city. We came to that agreement today. Fred drafted it and everyone has a copy. The mayor signed it and it was signed by the president of the union. That training is in August. We can pass the ordinance in July. Talked about firearms being carried by fire inspectors.

Second reading of Resolution 06-21. Second reading of Resolution 06-22. Second reading of Resolution 06-24.

First reading of Resolution 06-25 A RESOLUTION TO AUTHORIZE THE CITY OF HILLSBORO TO PAY TO MILLER MASON ADDITIONAL FUNDS FOR CHANGE ORDERS AND TO DECLARE AN EMERGENCY. Council talked about the \$500.00 change order. The mayor said this represents an increase in fuel charge. Motion to suspend three readings made by Mr. Koogler, seconded by Mr. Chambers. Vote on this motion was unanimous. Motion to accept resolution by Mr. Chambers and seconded by Mr. Levo. Vote on this motion was unanimous.

First reading of Resolution 06-26 A RESOLUTION AUTHORIZING THE MAJOR OF THE CITY OF HILLSBORO, OHIO TO FILE AN APPLICATION TO THE STATE OF OHIO, TO

PARTICIPATE IN THE COMMUNITY DEVELOPMENT BLOCK GRANT WATER AND SANITARY SEWER COMPETITIVE GRANT PROGRAM AND DECLARING AN EMERGENCY. Motion to suspend three readings made by Mr. Levo and seconded by Mr. Young. Vote on this motion was unanimous. Motion to accept as a resolution made by Mrs. Parr and seconded by Mr. Levo. Vote on this motion was unanimous.

First reading of Resolution 06-27 A RESOLUTION TO AUTHORIZE THE MAYOR TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT FORMULA FUNDS FOR 2006 FISCAL YEAR FUNDS AVAILABLE IN 2007 AND DESIGNATING THE AREA. Question was asked as to how the decision is made on where this money will be spent. The mayor said it comes from need and low to moderate income. He said there is a real bad place there, storm sewers caved in and that's where we want to spend it. There is a very large storm sewer that needs to be replaced on the south side of the 200 block of West Pleasant Street. Motion to suspend three readings made by Mr. Shoemaker and seconded by Mr. Levo. Vote on this motion was unanimous. Motion to accept as a resolution made by Mr. Koogler and seconded by Mrs. Parr. Vote on this motion was unanimous.

First reading of Resolution 06-28 A RESOLUTION TO AUTHORIZE AN AMENDED AGREEMENT BETWEEN THE CITY OF HILLSBORO AND CH2M HILL AND TO DECLARE AN EMERGENCY. Mr. Walker asked what this amount represents. There was a discussion about the additional funds and council decided to talk it over at the next meeting. This money may be for additional design changes. Motion was made to table this discussion until the next meeting. No vote necessary. The first reading will officially be done at the next meeting.

First reading of Resolution 06-29 A RESOLUTION TO ADOPT THE SAFETY POLICY FOR THE CITY OF HILLSBORO AND TO DECLARE AN EMERGENCY. Mr. Levo asked if this had to be handled as an emergency. They decided to put this in first reading and review it at the next meeting.

First reading of Resolution 06-30 A RESOLUTION TO ADOPT POLICY GOVERNING TRAVEL EXPENSE REIMBURSEMENT FOR EMPLOYEES AND ELECTED REPRESENTATIVES. City Auditor explained some of the members did not have a copy of this resolution in their packet. He apologized for that.

First reading of Resolution 06-31 A RESOLUTION TO TRANSFER DONATED MONEY TO PUBLIC ACCESS TV FUND. They decided to suspend three readings and act on the resolution. The motion was made and seconded. Vote was taken and was unanimous. Motion to accept was made by Mrs. Parr and seconded by Mr. Levo. Vote was taken and was unanimous.

First reading of Resolution 06-32 A RESOLUTION TO TRANSFER MONEY TO THE FIRE DEPARTMENT FOR THE PURCHASE OF A FIRE ENGINE AND RELATED EQUIPMENT. Discussion was made about where the truck is now. The fire chief was asked where the truck is now. It has gone back to Fayetteville for now. They discussed the vent saw and ventilation fan needed for each truck. The fire chief explained the use of these pieces of equipment. He would like to have this equipment on each truck. They also discussed other fire equipment necessary. The chief says the vent saw and ventilation fan is necessary on the new truck. They discussed

the ages of the current trucks and what particular trucks they have now. We should have the new truck from Fayetteville in about a week. There was a lot of discussion about how often we use the primary and secondary trucks at the same time. They are both used in any county fire. Not always the case in a city fire.

A motion was made to suspend the three meeting rule and seconded by Mr. Walker. Vote was taken and was unanimous. Motion made by Mr. Levo to accept the resolution and seconded. Vote was taken and was unanimous.

President Donley talked about the special meeting set for Monday, June 19, 2006 to begin at 5:30 p.m. That time is acceptable with everyone.

Mr. Walker asked about how they stand on setting up the building, digging footers. Mr. Zink said they didn't get the copy of recommendations from the state. When they did get what they needed, it told how to ask for a waiver. The engineer sent the waiver in and the hearing will be on the 26th. They only meet once a month.

President Donley closed the meeting about 8:30 p.m.

Richard Donley, Council President

Carolyn Cook, Clerk of Council