

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

President Donley open 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. Koogler led the assembly in prayer followed by Mayor Zink leading in the "Pledge of Allegiance". The minutes of the March meeting were approved with a change of "quality" to "qualify" on page five.

TEEN OF THE MONTH: President Donley presented the award to the Hillsboro High School Library. Several students and staff were present to accept the award for School Library Month, National Library Week and Right to Read Week.

MONTHLY REPORTS: Reports had been received from: Water Meter Department, Income Tax Bureau, Police Department, Hillsboro Public Utilities, Water Treatment Plant, Wastewater Treatment Plant, Systems Administrator, Water & Sewer Maintenance, Auditor's Office, Fire Department and Life Squad.

#### PUBLIC REQUESTS:

1. Support Our Troops of Highland County was requesting support from the City in organizing a public event to celebrate Armed Forces Day, May 20, 2006. There was a motion by Mr. Chambers to support the event and a second by Mr. Koogler with all members of council voting yea.
2. The Lions Club requested permission to use Liberty Park for the July 4<sup>th</sup> Independence Day fireworks display. There was a motion from Mr. Walker and a second from Mr. Shoemaker to allow the use of the park for the July 4<sup>th</sup> fireworks.

#### COMMUNICATIONS:

1. Notice of all permits to sell alcoholic beverages need to be renewed and to remind Council that they have an opportunity to challenge any that may be a problem. Chief Thompson indicated that he didn't know of any that stood out as being a source of trouble.
2. Keystone Development notified the Council that they were partnering with National Church Residences as co-developers of a multi-family residential development located at 300 Cedarwoods Drive. When asked by President Donley, Mr. Holt said that he would love to follow up with this.

#### CITIZEN COMMENTS:

Terry Mull introduced himself as the new director of the YMCA. He was requesting a sign to be placed at the entrance to the YMCA. He said he just wanted something simple. Mr. Holt said in order to get a sign he would have to see the sign and where the location was going to be. He said that the issue he had was that it was city property and it would need to go to the sign committee to make sure there would be no objection to the sign going up there. Mr. Chambers said that they would be meeting on Monday at 6:15 p.m.

Thelma Brite said she lived on Highland Drive and she stated that she was having a couple problems up there. One was that cars parked on both sides of the street and it was difficult to get through. She said there wasn't any way for the Fire Department to get through there. President Donley asked Mr. Walker's committee to look in to this problem.

Her second problem was with cats. She said there are seven cats on one side of her and four on the other. They use her mulch and walk all over vehicles and go inside her garage and out building.

#### COMMUNICATIONS FROM THE MAYOR:

Well, the first thing I would like to mention to Council; we have an estimate on being able to have painted on the water towers from Leary Construction. That's the same group that's going to paint the tower on Tower Drive and they will put "Hillsboro – Established 1807" for \$750 for each tower. And being next year is our bicentennial year; we don't have to decide on what to do on this tonight. I know that \$750; we can spend the \$1500 but I need to talk with Gary and find out if we've got it in Buildings and Grounds or where it could come from. I do think that would be a project that would look nice on our towers for years to come, too. I just wanted to make you aware of that.

#### Meetings attended:

March 2 - Special Council meeting

March 3 - First public hearing on the CHIP and CDBG Funds

March 7 - Property Maintenance & Recreation Committee  
Bicentennial Meeting

March 10 – Second public hearing on the CHIP and CDBG  
Wedding

March 13 – Met with Wendy Bernard on soccer at Liberty Park

March 15 – Andre Harper Senator Voinovich's representative was in and we discussed needs for funding for a fire and police department

March 16 – Department head meeting  
Swore in Dennis Butler on Planning Commission

March 18 – Attended the Rocky Fork Composite Squadron on Civil Air Patrol. They had their certification ceremony that Saturday.

March 20 – Treasury Investment Board meeting  
GOBA meeting

March 21 – CIC

March 22 – Mayors for Meals with Community Action

I would like to have Council's approval for the appointment of Dennis Butler replacing J.D. Wagoner and Dan Benkiel replacing Bruce Davis to the city Planning Commission. We also need two members of Council appointed to the Community Reinvestment Council.

I would also like to thank Darrel Tissot for his generous donation leading to the purchase and construction of the new playground equipment at Liberty Park. If you haven't had the opportunity to visit the park; you should stop and take a look. Again, thanks to Darrel for his support of the youth in our city. And I think that total contribution was worth \$45,000; somewhere in that neighborhood. I mean it wasn't pennies.

Next I would like to explain the city's storm warning procedure. I had some calls on it and I would just like for this to be down so everybody knows what's going on. We presently have three sirens. One located on Oak Street, one in the northern part of the city near Frisch's and one on the eastern side near Bowers Avenue. When the National Weather Service issues a severe thunderstorm warning with a tornado watch; I think that's a key word, "with a tornado watch"; the sirens are activated and will sound for three minutes. The Fire Department sends one truck or squad to the new middle school south, one to Pea Ridge Road, one to Careytown Road and another to the Elks on the western edge of town. This is done for two reasons; one being to observe and spot any approaching tornado and the second purpose is to locate equipment in different areas to avoid loss of equipment in the event a storm would cause severe damage to the building where the equipment is housed.

While the equipment is being deployed, the fire and squad personnel has a list of places to call and warn such as the Hillsboro District Hospital and nursing homes. In the event the spotters do observe a funnel cloud, the sirens will sound again for a longer period of time. The second sounding is to let everyone know that a tornado has been spotted in the area. The National Weather Service has set the first Wednesday of each month between

the hours of 11:00 a.m. and 1:00 p.m. as the time to test the sirens in Hillsboro. We shoot for twelve noon unless there is an emergency. Sometimes the guys are called out and they don't get to do it until quarter till one or whatever.

The next item I would like to touch on would be the accomplishments of the system's administrator. I have furnished each council member a full report in your packet of the progress being made. I do want to call your attention to a few items that I feel are important to the operation of the city departments. The first; EMS personnel now have the capability to write the reports from laptop computers from Highland District Hospital. Secondly, the application and receiving of a grant allowing laptops to be installed in police cruisers which also allows reports to be completed from the cruisers and allows more time for patrol. Thirdly, we now have an online requisition system which allows department supervisors to place requisitions from the various departments without having to drive to the administration building for approval. Since the entire transaction takes place from the department, it saves gasoline and increases production time.

Next I would like to clear up a question pertaining to the draining of the old reservoir on 62 north. This is the third time that this reservoir has been drained in recent years to remove algae from the reservoir. We really need to let the ground dry and dredge or bulldoze the bottom allowing for more storage capacity, but finances are not available to allow this to be done at this time. Draining did not cause any concern for water availability because the Liberty Park reservoir has one hundred and sixty million gallons in storage.

Depending upon what Council decides in the future, the concern over deliveries to Rick's Appliance. We met down there and discussed it the other day and we're in the process of; or if it comes to pass, temporarily discontinuing four parking places at the entrance to the alley going west off Governor Foraker to allow semi trucks to make the turn down the alley to deliver to Rick's. And after talking with Rick and the semi driver; that could be done by moving the handicapped parking over one space and also where the sheriff's got a reserved spot up on the corner right across from the old jail, in front of the old jail; we can move that parking spot down one place and take the two places away from right in front of the Eagles and that would give the truck room to turn. Depending on what Council decides with the Fire Department, that will be the answer to Rick's problem. He was very well satisfied with it.

Mr. Levo made a motion to approve the appointments of Dennis Butler and Dan Benkiel to the Planning Commission. Mr. Shoemaker seconded the motion and all council members voted yea.

President Donley asked Mrs. Parr and Mr. Young if they would consent to serve on the Community Reinvestment Council and both indicated that they would.

#### SAFETY-SERVICE DIRECTOR'S REPORT:

I've gone through the 2006 budget ending in March and there are three line items that I'm concerned with. That's utilities, fuel and auto repairs. Our utilities are averaging 39%. I'm hoping with warm weather on its way that our averages will come in line for the rest of the year. Our fuel costs through March are running 38.7%. If we are on budget this number should be right at 24.9%. As you can see we're 13.8% over budget. The auditor and I have discussed this; we talked about it and basically what I feel we need to do is if the trend continues we may have to ask for more appropriating of funds later in the year of these line items. The Fire Department has used 92.4% of their \$9000 budget for auto repairs. The Street Department has used 56.3% of their \$2000 for auto repair and 100% of their \$5147.00 for other repairs.

All the construction at the South Lift Station should be completed by the middle or end of May. When the work is completed we will have met the EPA's requirements to correct the overflow conditions caused by heavy rains on 73 south and the South Lift Station. We are working with the engineering firm of CH2MHill on a facility plan for the upgrade to the Wastewater Treatment Plant. The EPA required us to put in flow monitoring devices in predetermined areas in our sewer infrastructure to monitor the flows in our

sewer plant and provide important data needed to determine the size our plant would need to be increased.

The state has approved the plans provided by Bridgewood Homes for the temporary modular for the firehouse. McCarty should receive those plans this week, complete the site drawings and walk them through the state for approval.

Miller Mason will be completing the paving on Harry Sauner Road in May. They plan on doing the majority of the work at night. The Street Department started work this week at Liberty Park on the drive to the new yard waste site. I'm not sure when this will be complete. I will advise Council and our citizens when our site is in operation. That concludes my report.

#### AUDITOR'S REPORT:

I'll call your attention first to the year-to-date bank report for month 03 the balance column and you'll see that that balances with the unexpended balance of the year-to-date fund report for month 03. After that I will call your attention to the year-to-date receipts and the year-to-date expenses and if you go down to the total you should see that so far this year we've expended a little over \$50,000 more than we've received. That is not a cause of alarm; this is April; this is tax month so you will probably see a difference in that this time next month. If we don't see a difference in that this time next month then we might have some issues but I don't anticipate that to be a problem at this point in time.

I was glad to hear the safety-service director mention the line items that he did especially with regard to gas and the diesel fuel. We did talk about that, that is a concern. We've asked the department heads to be diligent. I don't think there is any joyriding going around in the city. They've got to do what they have to do. We just ask the department heads to be cognizant of that in any way they come up with to save some fuel would be good. I don't really believe that's going to impact that cost that much. I think I heard this morning that we're probably up 40 cents per gallon from what we paid this time last year.

Those allocations that were given on that line item; I bumped up 25% above what Mrs. Ryan had initially projected. So that kind of gives you an indication of how much this fuel is really hitting us hard. I do anticipate probably coming to you probably in late summer asking for some reallocation of some dollars simply because it is what is and it's a cost and you have to have the fuel to do the things that you need to do in the city.

Also if you look...if you have any questions; you'll see some negative numbers on the unencumbered balance side of your year-to-date fund report. It's not a cause for alarm, it's usually something I take care of the day of our council meetings; but today has been kind of hectic with some personal items I needed to take of. That will be taken care of.

Last but not least we do have a small bit of legislation for you. The Police Department has received some nice donations and you will see some legislation on that so then the chief can put those donations into good use. That's all that I have.

#### **REPORT OF THE STANDING COMMITTEES-**

##### FINANCE COMMITTEE – Mr. Koogler, Chairman

We did not meet this past month as we had nothing before the committee at this time. We will be meeting next week at our regularly scheduled time of 6:00 p.m. We do still have the tabled issue of the Hillsboro Police Department asking for a new fire truck. That will be addressed at that time. That is the only standing issue before the committee at this time.

President Donley said that he thought Mr. Koogler meant Fire Department and not Police Department.

##### PROPERTY MAINTENANCE & RESTORATION- Mr. Chambers, Chairman

We've held a couple of meetings. The first meeting was March 27<sup>th</sup> at 5:00 p.m. Present were committee members Dave Shoemaker, Bonnie Parr and myself, council members John Levo and Tim Young, Mayor Dick Zink and Safety-Service Director Ralph Holt.

Items discussed were number one; a pylon sign request for Master Feed Mill on North West Street. As the requested sign is to be placed on city right-of-way, a variance was needed to approve this. Numerous area signs as well as a building addition at Master Feed Mill have for years been located along the right-of-way in this section of North West Street. Master Feed Mill currently has three signs mounted on this addition. Mr. Steve Ventura of Master Feed Mill agreed to remove two of these signs if the pylon sign was approved. This would leave a remaining building-mounted sign and the pylon sign. Mr. Ventura was also advised that with the sign located within the right-of-way, the city would not be liable for any damage that could be caused by snowplows throwing snow and/or ice. Mr. Ventura understood. A motion to approve was made by Bonnie Parr; seconded by myself. The motion was approved 2 to 1 with Mrs. Parr and myself voting "yes" and Mr. Shoemaker voting "no".

Number two was a pylon sign requested for Jerry Haag Motors on North High Street. Steve Haag had requested permission to place two pylon signs at his main showroom locations. One sign for used vehicles at the southern entrance and one sign at the northern entrance for new vehicles which would be in front of the old K-Mart location. After discussing these requests and the ordinance stating that only one sign is allowable; I made a motion that one sign be allowed and it could be a combination of the two if so desired. This was seconded by Mrs. Parr; all three members voted "yes" to accept.

Number three- Cable TV Access Building roof concerns. The roof is leaking badly in several areas and Safety-Service Director Ralph Holt has contacted L & L Roofing to get some estimates. The first estimate was \$4500 to repair and replace the bad spots only. The second one was \$16,360 for a new rubber roof on the entire building and the third one was \$22,400 to truss the roof at a 5/12 pitch and install a metal roof. Other costs to be considered were about \$2000 in engineering drawings and fees and \$1000 in state permits. After discussion it was decided that Ralph would seek more prices and report back to the committee. This was tabled for a later meeting.

Presentation number four... a presentation about McCarty and Associates, Gerald Bradley and Darrin Schwiekert gave a presentation on fire department buildings that they have been involved in the construction of as well as an overview of the qualifications and history of McCarty and Associates. After this presentation and ensuing discussion, Mr. Bradley stated that he would work up an estimate on a space-needs analysis before our next meeting. A motion to adjourn was made by Mr. Shoemaker, seconded by Mrs. Parr. Respectfully submitted.

We had another meeting prior to this council meeting tonight. The first item on the agenda was the roof on this cable building. Safety-Service Director Holt has stated that he did receive one other estimate from L & L Roofing. It's unclear as to some of the specifications on that and we will have more on that at a later meeting.

The next thing on the agenda was a space-needs analysis. It has been agreed upon with a motion to proceed with this on a partial basis. I think the motion that was made by Mr. Shoemaker, seconded by Mrs. Parr would be that we would advertise for qualifications at this point. Safety-Service Director Holt is going to look in to this to see exactly how this needs to be done. But with Council's permission, we would like to seek permission to go ahead and advertise for those qualifications for an engineer/architect to move forward with these projects. Those items would be included such as site review as far as what it would cost to build a particular building on a particular lot; if it's even feasible and/or what the needs would be as far as space for both the police and/or fire. With that we went into executive session to discuss property; potential property purchases. We did return from executive session. President Donley had brought up an idea for potential swap of space utilization between the street and safety building and the fire department. With a motion from Mrs. Parr and a second by Mr. Shoemaker; Mr. Holt will look into that in further detail to see if that is something that can work. This meeting was adjourned with a motion by Mr. Shoemaker and second by Mrs. Parr. That's all I have.

Mr. Holt for clarification asked if they wanted him to ask for qualifications for the fire department and the police department which would probably be two different costs

involved. Mr. Chambers answered in the affirmative. A motion to accept the report was made by Mr. Koogler and seconded by Mr. Walker. All members voted yea.

A motion to permit the safety-service director to advertise for qualifications was made by Mr. Walker and seconded by Mr. Levo. All members of council voted yea. A motion to approve the two sign request decisions was made by Mr. Koogler and seconded by Mr. Walker with all council members voting yea except Mr. Shoemaker who voted no.

**CIVIL SERVICE AND EMPLOYEE RELATIONS-** Mr. Levo, Chairman

The Civil Service and Employee Relations Committee of Hillsboro City Council met at the conclusion of the Street and Safety Committee meeting on March 29<sup>th</sup>. All committee members were present. Chairman Levo stated a request from and the payroll concerns of non-union employees and a request from the Police Department were to be addressed at this session. He stated that these issues had been reassigned to his committee at the previous council meeting and because of their personal schedules, he and Finance Committee Chairman Koogler had not met to exchange information between the committees. This plus the overrun from the previous meeting and a committee member's needing to leave caused him to ask for a postponement of the committee meeting.

Mr. Koogler moved for postponement, however; the motion died for lack of a second. Because the discussion topics concerned payroll and financial issues, Mr. Levo requested the committee enter into executive session. The request was approved. Following executive session adjournment; the regular session was adjourned with the intent to meet again within two weeks. I might note that the meeting is scheduled for 6:00 tomorrow evening in the conference room of the city building uptown. That concludes my report.

A motion to accept the report was made by Mr. Young and seconded by Mrs. Parr with all members present voting yea.

**STREET & SAFETY COMMITTEE-** Mr. Walker, Chairman

Street and Safety met on March 29<sup>th</sup>. All council members were present and the administration. Items discussed; Rick Kisling was present in regards to blocking the street with a modular for the Fire Department. He advised the committee that semis will be unable to get to his loading dock. They looked at what it takes and I think Mr. Zink advised us a little while go.

Rick Williams representing the Festival of the Bells on moving the stages to Governor Foraker Place. This will have to be handled by the administration and the Festival of the Bells. Another item was discussed was the alley behind the Liberty Township building and Ralph don't have enough to do so he's supposed to take care of that which has already been handled between administration and the township.

Marc Bayless was there to discuss fire investigator for the Fire Department. I checked with the Law Director Fred Beery and he advised that it must be negotiated with the union before anything can be done and his legal opinion is attached and I feel that we probably need to look at it again a little farther but it has to be negotiated with the union before we can do anything with it at all. This concludes my report.

Mr. Walker indicated that sidewalks on Harry Sauner Road, Pea Ridge Road and 73 as well as Chariss Avenue are still on hold. Mr. Chambers made a motion to accept the report and Mr. Shoemaker seconded the motion will all members voting yea.

**UTILITIES COMMITTEE-** Mr. Shoemaker, Chairman

The Utilities Committee as a committee will be meeting immediately after this meeting. This is nothing concerning legalities or anything like that. Anybody is welcome to attend but what we are going to be discussing is requests for adjustments in water bills that people have presented to us and get those out of the way. And we will be meeting at 5:30 p.m. on Monday as a committee as a whole and discussing the information that I have retained today concerning the Utilities Committee.

**ZONING AND ANNEXATION COMMITTEE-** Mr. Young, Chairman

He said there was nothing in his committee at this time.

CIVIL SERVICE & EMPLOYEE RELATIONS COMMITTEE- Mrs. Parr, Chairman  
Nothing yet but we're having a meeting next Monday to be announced.

UNFINISHED BUSINESS- None

**PASSAGE OF ORDINANCES AND RESOLUTIONS-**

RES. 06-8 – A RESOLUTION DESIGNATING FINANCIAL INSTITUTION AS A PUBLIC DEPOSITORY- The clerk read this resolution by title only for a third reading. Mr. Walker made a motion to accept the resolution and Mr. Chambers seconded the motion with all members voting yea except Mr. Levo who abstained because of a potential conflict of interest because of his employment. Resolution passed.

**SECOND READING OF ORDINANCES AND RESOLUTIONS-**

1. ORD. 2006-5 – CREATING THE POSITION OF FIRE INVESTIGATOR WITHIN THE CITY OF HILLSBORO, PURSUANT TO OHIO REVISED CODE SECTION 737.27, AND SETTING FORTH POWERS AND DUTIES RELATED TO THE TITLE OF FIRE INVESTIGATOR- Mr. Walker said that he thought the ordinance needed to be tabled until it was worked through with the law director or the union to make sure. Mr. Beery asked if this was a motion to table and Mr. Walker said, "If that's what it takes". Mr. Beery said that would take precedence over other business. Mr. Chambers seconded the motion and all members voted yea.

**FIRST READING OF ORDINANCES AND RESOLUTIONS-**

RES. 06-15 – A RESOLUTION TO AUTHORIZE AND DIRECT THE MAYOR TO ENTER INTO A REVOLVING LOAN FUND ADMINISTRATION AGREEMENT WITH THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT AND TO DECLARE AN EMERGENCY- The clerk read this resolution in full for a first reading. A motion to suspend the three-reading rule was made by Mrs. Parr and seconded by Mr. Levo. All members voted yea. A motion to adopt the resolution was made by Mr. Koogler and seconded by Mrs. Parr with all members of council voting yea. Resolution passed.

RES. 06-16 – A RESOLUTION TO APPROPRIATE ADDITIONAL MONIES IN THE GENERAL FUND- The clerk read this resolution in full for a first reading. A motion to waive the three-reading rule was made by Mr. Young and seconded by Mrs. Parr. All members of council voted yea. A motion to accept the resolution was made by Mr. Shoemaker and seconded by Mr. Koogler. All members voted yea; resolution adopted.

**NEW BUSINESS**

Mayor Zink said that he had some comments and he thought it was a very worthwhile project to rename the building after Ron Hennison, Sr. He asked that a committee of council look in to that and make a determination. President Donley placed this in the Property Maintenance and Restoration Committee, Mr. Chambers, chairman.

Chief Powell said that he wanted to thank the Cassner Foundation and the Cassner family for their donation to the Life Squad Improvement Fund. President Donley said that he would also like to thank the council and all the committees that have a lot on their plate and for all the hard work and leadership they have shown.

He said that next month they would go into their relaxed dress for the council meetings. With no further business to come before the Council; a motion to adjourn was made by Mrs. Parr. Meeting adjourned.

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Richard Donley, Council President

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Beverly Brown, Clerk of Council

