

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 opened the meeting at 7:00 p.m.

ROLL CALL: Mr. John Levo, Mrs. Bonnie Parr, Mr. David Shoemaker, Mr. Charles Walker, Mr. Brian Waller and Mr. Tim Young

ABSENT: Mr. Lee Koogler

Mr. Walker made a motion to excuse Mr. Koogler and Mr. Levo seconded the motion with all members voting yea.

Mr. Lewis led the assembly in prayer followed by Mayor Zink leading in the "Pledge of Allegiance".

The minutes of the January 14, 2008 meeting were accepted as presented.

MONTHLY REPORTS: Hillsboro Public Utilities, Income Tax Bureau, Wastewater Treatment Plant, Police Department, Street Department, Water/Sewer Maintenance Department, Auditor's Office, Fire Department, Life Squad, Water Meter Department, Water Treatment Plant

PUBLIC REQUESTS: None

COMMUNICATIONS: None

CITIZEN COMMENTS: None

COMMUNICATIONS FROM THE MAYOR:

January 8 - Uptown Business Association Meeting

January 9 - Finance Committee

January 11 - CIC Meeting

January 12 - Wedding

January 14 - Council Meeting

January 15 - Revolving Loan Committee

Planning Commission

January 22 - Executive Officers Meeting

Proclamation honoring Catholic School Week

Ribbon Cutting at Holtfield Station

4 Interviews for Street Maintenance Position

January 23 - Property Maintenance & Restoration Committee

January 30 - Property Maintenance & Restoration Committee

I'd like to bring up something again that has been tossed around quite a bit in Council. I know you're all aware that on June 30<sup>th</sup> of this year our permit on Governor Trimble Place for the building; gets cancelled. I don't think we're much closer today than we were two years ago in making a decision of what we're going to do.

I have reviewed my monthly reports. Last March, April, July, August and September; I requested Council's decision to get off dead-center and move forward in finding proper housing for these two departments and we still have the problem. I think the longer we put this off the more hassle we're going to have. The Safety-Service Director and I have discussed this problem over and over and he will submit our idea and make a recommendation in his report and whether Council agrees or disagrees; at least it is a proposal; something for you to look at.

Next item for Council's information is RFQ's and RFP's; Request for Qualifications and Request for Proposals. These were due for review on January 28<sup>th</sup> for the position of

Revolving Loan Fund Administrator. There was one application turned in which was from Peg Beekman. Peg has been acting administrator for this position for the past three months. Peg now has been made official Revolving Loan Fund Administrator. Also the Revolving Loan Fund Committee had two positions open and I have appointed John Hunter and Darrell Tissot to fill these openings. I would like a vote of Council for approval of these appointments.

As you already know, Fran Cole resigned from the Planning Commission. I have appointed former member of the commission to replace Fran. Kevin Barreras will fill this spot. I would also like a vote of Council on this appointment. Eric Smith is now the Planning Commission Chairperson. He was voted in at the last meeting.

As I stated before in the meetings; we held an executive officers' meeting in the city in an effort to get our job duties defined. I think Mr. Beery did an excellent job explaining the duties of each elected official of the city. I would like to see the Law Director's guidelines followed and officially explained to those who have not properly been briefed on how legislative and administrative branches of city government are addressing their responsibilities. I believe this would go a long way to create harmony between the two branches of our city government. Therefore, Mr. President; if you get an opportunity I would like for you to meet with council members in the near future; have Mr. Beery on hand to answer any questions that may arise.

I would also like council's permission to bid the mowing at Liberty Park to include the mowing of the City Park located on Railroad Street and make it a two-year contract instead of bidding on a yearly basis. The budget for Liberty Park for 2007 was \$79,152.00. At year's end the unencumbered balance was \$31,484.41 and you can see we did save a lot of money in 2007 by bidding that out, so I would like to also include this year; the Railroad Street property. Any questions?

Mr. Walker made a motion to accept the appointments of Peg Beekman, John Hunter and Darrell Tissot and Mr. Young seconded the motion with all members present voting yea. Mr. Shoemaker made a motion to approve the appointment of Kevin Barreras to the Planning Commission and Mrs. Parr seconded the motion with all members present voting yea. Mr. Young then made a motion to bid out the mowing of Liberty Park and the City Park and Mr. Walker seconded the motion with all members present voting yea.

President Donley said that he would get with Mr. Beery to set up a meeting in the near future.

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

Recently the municipality has been trying to resolve the issues of where to put the Police Department and the Fire Department. Council committees have met in good faith to resolve these issues in the past with no resolution. I'm suggesting to Council to bring the existing building that the Police Department was in; up to state code and use it. If more room is required by the department, we will use the remaining building when we have moved the Fire Department to a new location.

We have two pieces of property today that could be used for a Fire Department. The first is the location at the old Washington School site and the other is at the old Bus Garage. These are properties that we own. We still have the issue of how do we pay for these buildings. I know that no one here wants to ask our citizens for an earnings tax, but our operating budget does not contain the funding to build these structures. A one-quarter percent earnings tax would bring in approximately \$500,000 to the city a year. When the debt is paid off; then discontinue the tax.

On March 1<sup>st</sup> there will be a group of high school students at the City Park on Railroad Street for a work day. The name of this group is SWAP; Students With A Purpose. These young people, Keith Chambers and Don Chambers met with the Mayor and me on Friday, February 8<sup>th</sup>. They are very dedicated to improve the atmosphere of the park and improve the conditions of the tennis court. These are the young people we don't hear about on TV and in the newspaper. They are very positive and they know what they want to accomplish at the park. If any of you are available on March 1<sup>st</sup> and could give them a

hand for part of the day; I believe that would mean a lot to them. They are great kids. That ends my report.

**AUDITOR'S REPORT:**

I trust that all of you have my reports that were in your packets. Beyond those reports, I have nothing else to add. Therefore, if there are no questions; I would entertain a motion to accept the reports as submitted. Mr. Levo made a motion to accept the reports and Mrs. Parr seconded the motion. All members present voted yea.

**HILLSORO PLANNING COMMISSION- Mr. Young**

On January 15<sup>th</sup> Planning Commission held a meeting. The only thing on the agenda was a request for rezoning a property on Chillicothe Avenue. At that time there no one present to represent the request so a motion was made to table it until the next meeting.

**REPORT OF THE STANDING COMMITTEES-**

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

No report.

**PROPERTY MAINTENANCE & RESTORATION-Mrs. Parr Chairman**

On January 23, 2008 Property Maintenance & Restoration meeting was called to order at 6 PM at the City Building. Called to order with all members present; Brian Waller, David Shoemaker and Bonnie Parr. Others present was Tim Young, Safety-Service Director Ralph Holt and Mayor Dick Zink, lots of members from SWAP.

First on the agenda was Owen Raisch. Owen and his committee have put together a complete renovation program for the City Park on Railroad Street. He went on all projects that he had. Picnic tables were being made by the school. Also some landscaping will be done by a group at the school. They are working on raising some money and asking for donations. Also, Mayor Zink has spoke up and said he had talked to Owen and had told him that the city would give them \$5000 on this project. Also Owen said that there would be a clean-up day to be announced; which I just found out it's March 1<sup>st</sup>.

Second on our agenda was the property; Bus Garage and Homestead Drive. Mr. Shoemaker made a motion after discussion on these properties to put them up for bid with all options of exception, rejection or negotiation on any bid on one or both. That was to be done by Safety-Service Director. Bus Garage was appraised at \$92,000; Homestead Avenue is appraised at \$142,000. That motion was seconded by Brian Waller. Motion was carried.

Third on our agenda was property at the Stockyards which the appraisal came back as \$185,000. With lots of discussion, David Shoemaker made a motion that we have this brought to all committees and discuss this matter. Seconded by Brian Waller; motion carried.

Then we went into executive session at 7:35 to work on sign ordinances. Came out of session at 8 PM. Meeting was adjourned.

That was the first one; the second one was on January 30<sup>th</sup>. Property Maintenance & Restoration meeting was called to order at 5:30 p.m. All members were present; David Shoemaker, Brian Waller, Bonnie Parr. Others present were Tim Young, Charlie Walker, Safety-Service Director Ralph Holt and Mayor Dick Zink.

Mr. Shoemaker requested we go into executive session at 5:30 p.m. to work on sign ordinances. At 7:30 p.m. we came out of executive session with nothing else; meeting was adjourned. Thank you- Bonnie Parr, Chair

Mayor Zink said that he would like to compliment the Sign Committee; they've put a lot of hard work in this past month on these sign ordinances. It's not finished but it's noticeably changing.

Mrs. Parr said that she had a paper that Students With A Purpose had given her and anybody could look at it if they wanted to. She said that it was nice and well put

together. Mayor Zink said that the bottom line was that they needed to raise \$27,000 to do everything that they wanted to do. He thought that they were better than half way there.

President Donley said that he wanted to place the old property (108 Gov. Trimble) in her committee and maybe she could set up a meeting with the Finance Committee and Administration and get something going on that and see if that's going to be a workable, feasible solution.

CIVIL SERVICE AND EMPLOYEE RELATIONS- Mr. Levo, Chairman  
No report.

STREET & SAFETY COMMITTEE- Mr. Walker, Chairman  
No report.

UTILITIES COMMITTEE- Mr. Shoemaker, Chairman  
Utilities Committee met on February 8<sup>th</sup> at 5 PM at the City Building. Members of the committee that were present were Tim Young and Bonnie Parr. Also present were numerous other Administration such as the mayor and the safety-service director, Kirby Ellison, Brandon Leeth from the Wastewater Treatment and Randy Barr from the Water Department and Mr. Levo and numerous other people was there to fill the room to capacity.

The first item on the agenda was the question asked about the Sunesis Company; about the water force main across from Walgreens and it's in McCarty's hands and they are checking on the easements for that force main where it was put in.

The second item on the agenda that I asked to be put into this committee to review, was Res. 08-3 brought up at the last meeting of the \$220,000 that was owed to CH2M Hill for engineering that had already been done. We reviewed it a little bit further; got some more information on it and it is the recommendation of the Utilities Committee by a unanimous vote that we go ahead and pass that later on tonight when it has its second reading.

The third item and fourth item are kind of combined together about the Wastewater Treatment Plant and also Water Utilities as far as rate increases that we're proposing to look at. A power point presentation; a terrific power-point presentation I must say, was given by Kirby Ellison. We had four scenarios, actually five scenarios when it all boiled down to it; of what we can do with the Wastewater Treatment Plant.

There's a lot of suggestions and a lot of comments on that. It was a lot of dollars and cents figures and what we're going to be looking at. Whether or not we refurbish the old plant at the possibility of the \$19,000,000 we're talking about.

And then scenario two was one of the things we talked about with phasing in part of; just doing what we had to do to get by and satisfy EPA and ODNR. We looked at that figure.

Then the third one was different rates that we was talking about. Instead of doing a forty and forty-five percent increase in rates; we talked about doing a twenty percent and a ten percent for future years.

Number four can't quite remember what it was; it kind of all ran together.

But scenario number five was the idea that we're kicking around; we're going to get more projections on; is the possibility of actually building a complete new plant. Moving it to a higher location to get it out of the floodway and look at what the difference of money that would be for building a complete new plant up there and have everything new rather than to build on to existing plant that was originally built in 1971.

No decisions of any kind were made at that point in time as we are meeting again on the 20<sup>th</sup> of February and we're going to digest some more information on this and look at some other possibilities as far as figures. Anybody is more than welcome to come

because this is something that's going to have to be done and we've got to be able to afford to pay for it. That's what we're trying to do without jeopardizing the citizens and the users. That was the complete scenario of what we had to look at at the last Utilities meeting. Like I say, the 20<sup>th</sup> will be another meeting where we go over more information on it. That completes my report.

ZONING AND ANNEXATION COMMITTEE- Mr. Young, Chairman  
Nothing in that committee.

COMMUNITY ENHANCEMENT COMMITTEE- Mr. Young, Chairman  
Nothing in that committee.

#### **UNFINISHED BUSINESS-**

#### **PASSAGE OF ORDINANCES AND RESOLUTIONS-**

#### **SECOND READING OF ORDINANCES AND RESOLUTIONS-**

1. RES. 08-1 - A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE HIGHLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT- The clerk read the resolution by title only for a second reading. Mr. Levo made a motion to suspend the three-reading rule and Mrs. Parr seconded the motion. All members present voted yea. Mrs. Parr made a motion to approve the resolution and Mr. Young seconded the motion with all members present voting yea. Resolution passed.

2. RES. 08-2 – A RESOLUTION TO APPROVE A CHANGE ORDER TO THE CONTRACT WITH ROSE CONSTRUCTION AND TO DECLARE AN EMERGENCY- The clerk read the resolution by title only for a second reading. Mr. Levo made a motion to suspend the three-reading rule and Mrs. Parr seconded the motion with all members present voting yea. Mrs. Parr made a motion to accept the resolution and Mr. Young seconded the motion with vote as follows: Mr. Shoemaker, yea; Mr. Walker, no; Mr. Waller, yea; Mr. Young, yea; Mr. Levo, yea; Mrs. Parr, yea. Resolution passed.

3. RES. 08-3 – A RESOLUTION TO APPROVE A CHANGE ORDER TO THE CONTRACT WITH CH2M HILL AND TO DECLARE AN EMERGENCY- The clerk read the resolution by title only for a second reading. Mr. Shoemaker made a motion to suspend the three-reading rule and Mrs. Parr seconded the motion with all members present voting yea. Mrs. Parr made a motion to pass the resolution and Mr. Shoemaker seconded the motion. All members present voted yea. Resolution passed.

4. ORD. 2008-1 – AN ORDINANCE TO AMEND THE LODGING TAX IN THE CITY OF HILLSBORO- The clerk read the ordinance by title only for a second reading.

#### **NEW BUSINESS:**

With no further business to come before the Council, Mr. Young made a motion to adjourn and Mr. Levo seconded the motion with all members approving. Meeting adjourned.

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Richard Donley, Council President

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Beverly Brown, Clerk of Council