

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. Koogler, Mr. John Levo, Mrs. Bonnie Parr, Mr. David Shoemaker, Mr. Brian Waller and Mr. Tim Young

ABSENT: Mr. Charles Walker

President Donley read a letter from Mr. Walker that was dated July 14, 2008 and stated that effective immediately he was resigning his position on Hillsboro City Council. President Donley said that he would like to thank Mr. Walker for the eleven or twelve years that he had served the citizens of Hillsboro as a councilman.

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

The minutes of the June 9, 2008 meeting and the special meeting of June 13, 2008 were accepted as presented.

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

PUBLIC REQUESTS: None

COMMUNICATIONS: None

CITIZEN COMMENTS: None

#### COMMUNICATIONS FROM THE MAYOR:

Meetings in June:

June 2 - Wedding

June 5 - Meeting at the Tech Center on ABX and DHL closing

June 9 - Zoning and Annexation Committee meeting

Council meeting

June 13 - Special Council meeting

June 24 - State of Ohio Board of Building Appeals in Columbus

June 27 - DEFA Wastewater Treatment Plant meeting in Columbus

Property Maintenance & Restoration Committee meeting

June 28 - Fund Raiser for the Homeless Shelter Home Run Derby

First I would like to congratulate the Festival of the Bells Committee on another successful event. I think the Festival went very well this year in spite of the rain and threats of rain during the entire event.

Next I would like to thank the committee members that have met regarding the police and fire buildings and the expected recommendation to proceed with the planning and construction of those buildings.

Thirdly, for the good news; through the efforts of Kirby Ellison, our administrative assistant; we have been notified of grant assistance to help with the infrastructure upgrades that are being mandated by EPA. I know during several meetings that were held by the Utilities Committee, the question was asked by several citizens; why don't the city hire someone to seek grants. At that time I explained that we had an employee that was well qualified and had been in contact with different agencies checking on possible grants that

would help the city. I'm proud to say that Kirby Ellison has been notified of the following grants the city will receive regarding sewer line repair and replacement.

The first one is a \$50,000 grant from the Ohio Public Works. This grant is to be used to pay interest on interim financing on the project. The second is \$555,000 from the Ohio Public Works. This grant is to be used for sanitary sewer replacement. Thirdly, \$250,000 from the Appalachian Regional Commission. This grant will also be used for sanitary sewer repair and replacement. These grants total \$855,000 for the project. Kirby has done a lot of work and investigation in the application and awarding of these monies. This grant money was acquired through the hard work and dedication of our in-house employee without any additional expense to the city.

That concludes my report. Are there any questions?

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

The North West Street paving Phase II; the bids were opened at 10:00 a.m. on June 26, 2008. We had three bids; the lowest bid was from Melvin Asphalt Paving for \$346,868. There will be legislation following at this meeting.

The grinding of North West Street; the one we've been waiting to get paved and have it look nice since we've got nice curbs and gutters; will begin on July 26<sup>th</sup> and the paving will commence on July 29<sup>th</sup>.

I'm requesting permission from council to put out for bid; replacing the culvert on State Route 247; that's just south of the 5-way light. Also I'm requesting permission to put out for bid the sewer infrastructure replacement that we found on the south side of Hillsboro when DEFA required us to camera all that infrastructure. I would like to request from you Mr. President, that we have the Street and Safety Committee meet with Dean Otworth and discuss the Smith-Hobart Drive in an attempt for all of us to understand what the request is; and to verify that this is what Hillsboro would like to do.

That concludes my report.

Mr. Koogler made a motion to put out bids to replace the culvert on State Route 247 and Mr. Levo seconded the motion. All members present voted yea; motion approved.

Mr. Shoemaker made a motion to put out bids for the sewers on the south side of Hillsboro and Mrs. Parr seconded the motion. All members present voted yea; motion approved.

President Donley said that he would check with Mr. Otworth to see what his schedule was and then they would set a meeting time.

#### AUDITOR'S REPORT:

You should have in your possession copies of the Year-to-Date Fund report and the Year-to-Date Bank reports. As you can see the unexpended balance of the Fund report balances with the balance of the Bank report as it should.

I have a few pieces of legislation for you this evening. One item is the annual resolution to adopt a proposed 2009 budget. This is commonly referred to as the "Tax Budget". Upon approval of the resolution; the tax budget is then forwarded to the County Budget Commission for approval.

Another item is a resolution to increase appropriations in the General Fund. This is prescribed under Ordinance 08-19 [sic] Article 16 titled "Option to Purchase", Item A that was approved by council last month.

Another item is a resolution to transfer funds from the Street Department to the Water/Sewer Maintenance Department. This is associated with expenses incurred by the Water/Sewer Maintenance Departments for the upgrade of North West Street. Those expenses were for manhole rings and lids and for water valve box risers.

Last but not least, is a resolution to adopt a policy governing the use of city controlled petty cash. This was found during the recent audit. The policy reflects what we already do and the only thing that was missing was an official policy. So this resolution is attached and would take care of that oversight.

If anyone has any questions I'll be happy to address them, and if I can't I'd be happy to get back with you in a reasonable timeframe if I can't answer your questions. Finally I would appreciate a motion to accept the reports as submitted. Mr. Koogler made a motion to accept the report and Mr. Young seconded the motion with all members voting yea.

#### **HILLSORO PLANNING COMMISSION- Mr. Young**

They had a meeting before council tonight and did recommend that both the Zile property and the Hillsboro High School property be rezoned as requested, the Zile property to Business C and the High School property to Residential B.

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

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

Finance met last on June 24, 2008 and all members were present at that meeting. The issues before the committee at the time were pending litigation for the city, council pay, council terms of office which was a joint issue with that of the Community Enhancement Committee, Mr. Waller, Chair. Also they discussed firefighter volunteer and auxiliary officer pay. Also the request for the addition of six firefighters.

The committee went into executive session almost immediately to discuss pending litigation and came out at 6:50 p.m. On the issue of council pay, it was unanimous by the committee to recommend to council that council pay be for future council, not this present council; be raised to \$300 per month. That would make it so that it would be at a level of such that council members would actually be getting a full year of service credit towards their PERS as opposed to the partial credit that they currently receive.

Also the issue of council terms was tabled. Issue of firefighter volunteer pay and also auxiliary officer pay was also tabled. The issue in regards to firefighters; it was the committee's unanimous recommendation that one additional full-time firefighter be hired at this time with the possibility of adding two more additional firefighters in the upcoming months if sufficient funding is available through adjusted squad billing. The committee will continue to meet on a monthly basis to review that request and the funding of it.

That is my recollection of that meeting. Furthermore, in order for the mayor and safety-service director to go ahead and make the hiring of that position; I would ask that the report of that committee, if there are no questions; be approved and adopted by council.

Mr. Koogler then made a motion to allow the mayor and safety-service director to hire an additional firefighter. Mr. Waller seconded the motion and all council members present voted yea except Mr. Shoemaker who voted no. Motion passed.

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

On June 27<sup>th</sup> the Property Maintenance & Restoration Committee had a meeting here at the Hillsboro Municipal Court. Our agenda was based on Mr. Widener presenting the drawings for the new police building and the figures on which it would cost and he also presented the renovation of the old firehouse and drawings for the new firehouse. After a couple hours of questions and answers, the meeting was then adjourned. I do thank all of the council members for coming to that presentation from Mr. Widener.

On July 9<sup>th</sup> we had a joint meeting of Property Maintenance & Restoration and Street & Safety Committee. Property Maintenance & Restoration Committee was called to order and those present were Brian Waller, David Shoemaker and Bonnie Parr. Mr. Walker called the Street & Safety Committee to order with David Shoemaker, John Levo and Charlie Walker present. Others in attendance were Tim Young, Mayor Dick Zink SSD Ralph Holt, Police Chief Nick Thompson, Fire Chief Jerry Powell and Hillsboro City Auditor Gary Lewis.

Before discussion on the police and fire stations; Mr. Lewis gave a power point presentation on financing giving us information on financing for both projects in question.

1. New Police Station on West Walnut Street and its cost to update with additions of sally ports. After deep discussion and Mr. Walker leaving; all other members of both committees discussed options. Bonnie Parr made a motion to recommend to council to update and add a sally port to the West Walnut Street property where the new Police Station will be. Brian Waller seconded the motion with both committees voting “yes”; motion carried.
2. New Fire Station with cost and placement. Council member Tim Young asked to take the ladder truck on all turns from the old Washington School property. That was arranged and the meeting went into recess at 8:00 p.m. All members in attendance took a ride on the ladder truck driven by David Snider, Jr. The committees came out of recess at 8:30 p.m.

Further discussion was unanimous to exclude renovation of the old fire station and also the old bus garage property. There was additional discussion on the property that was purchased for the new Fire Station at the site of the old Washington School. David Shoemaker made a motion to recommend to Council to appropriate 1.7 million dollars to build a new Fire Station at the location which was purchased in 2007. Bonnie Parr seconded the motion and all members of both committees voted “yes; motion carried.

The joint meeting was then adjourned. Thanks- Bonnie

On June the 19, 2008 at 6:00 p.m. at the City Building. Those committee members present were Brian Waller, David Shoemaker and Bonnie Parr. Others present were SSD Ralph Holt and Bill Musser.

Agenda:

1. The appeal on Magee’s sign was presented by the owner, Bill Musser. After Mr. Musser spoke on his sign and the committee discussed legal laws on signs and with the controversy in the sign ordinance; Mr. Shoemaker made a motion to allow Mr. Musser’s sign due to Ordinance #153.04. Brian Waller seconded the motion and all members voted to allow the sign. Motion carried.
2. Permit fees were next on the agenda for discussion. Mr. Waller asked to table this matter until more information can be brought to the committee. Bonnie Parr seconded the motion and all members agreed; motion carried.
3. Worked on the signs ordinances.

The meeting was adjourned around 8:00 p.m. Submitted by Bonnie Parr

We do have legislation that’s brought forth to...an ordinance to authorize the expenditure of the funds for construction and operation of the city fire and police facilities.

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

STREET & SAFETY COMMITTEE- Mr. Walker, Chairman  
Mr. Shoemaker stated that everything was covered in the Property Maintenance & Restoration Committee reports.

UTILITIES COMMITTEE- Mr. Shoemaker, Chairman  
No report.

ZONING AND ANNEXATION COMMITTEE- Mr. Young, Chairman  
No report.

COMMUNITY ENHANCEMENT COMMITTEE- Mr. Waller, Chairman

Community Enhancement Committee met on June 24, 2008 at 6:30 p.m. in a joint meeting with Finance in the conference room at the City Building. All members were present; Lee Koogler, Tim Young and Brian Waller. Others in attendance were Bonnie Parr, Charlie Walker, Dave Shoemaker, John Levo, Gary Lewis, SSD Ralph Holt, Mayor Dick Zink, Council President Dick Donley and Fire Chief Jerry Powell.

The agenda included discussion on council member terms. After some discussion a motion was made by Lee Koogler to table the issue to talk with Law Director Fred Beery. Tim young seconded the motion; motion carried. Meeting was adjourned at 8:15 p.m.

**UNFINISHED BUSINESS- None**

**PASSAGE OF ORDINANCES AND RESOLUTIONS- None**

**SECOND READING OF ORDINANCES AND RESOLUTIONS-**

1. RES. 08-21 – A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF HILLSBORO, OHIO TO SETTLE A CLAIM- The Clerk read the resolution by title only for a second reading. Mr. Koogler made a motion to suspend the three-reading rule and Mr. Young seconded the motion with all members present voting yea. Mr. Koogler made a motion to adopt the resolution and Mr. Levo seconded the motion. All members present voted yea; resolution passed.

**FIRST READING OF ORDINANCES AND RESOLUTIONS-**

1. RES. 08-24 – A RESOLUTION TO ADOPT POLICY GOVERNING THE USE OF CITY CONTROLLED PETTY CASH- The clerk read the resolution in full for a first reading.

2. RES. 08-25 – A RESOLUTION TO ADOPT A PROPOSED 2009 BUDGET FOR THE CITY OF HILLSBORO AS SET FORTH IN THE ATTACHED EXHIBIT- The clerk read the resolution in full for a first reading. Mr. Koogler made a motion to suspend the three-reading rule and Mr. Levo seconded the motion with all members present voting yea. Mr. Koogler made a motion to adopt the resolution and Mr. Young seconded the motion. All members present voted yea; resolution passed.

3. RES. 08-26 – A RESOLUTION TO TRANSFER FUNDS FROM THE STREET DEPARTMENT TO THE WATER/SEWER MAINTENANCE DEPARTMENTS- The clerk read the resolution in full for a first reading. Mr. Koogler made a motion to suspend the three-reading rule and Mr. Shoemaker seconded the motion with all members present voting yea. Mr. Koogler made a motion to pass the resolution and Mr. Shoemaker seconded the motion. All members present voted yea; resolution passed.

4. RES. 08-27 – A RESOLUTION TO INCREASE APPROPRIATIONS IN THE GENERAL FUND- The clerk read the resolution in full for a first reading. Mr. Koogler made a motion to adopt the resolution and Mr. Young seconded the motion with all members present voting yea. Mr. Shoemaker made a motion to adopt the resolution and Mrs. Parr seconded the motion. All members present voted yea; resolution passed.

5. ORD. 2008-9 – AN ORDINANCE AUTHORIZING THE CITY OF HILLSBORO TO PARTICIPATE IN A FEASIBILITY STUDY FOR THE CREATION OF A SMALL UTILITIES GEOGRAPHIC INFORMATION SYSTEM WITH OTHER LOCAL GOVERNMENTS- The clerk read the ordinance in full for a first reading. Mr. Holt explained that this was to support the City of Carrolton, Ohio in what they are trying to do as the City of Hillsboro already has the Water and Sewer Departments on GIS. This does not involve any money. Mr. Young asked why they needed our support and Mr. Holt said that they were trying to start a grant program and they needed to collate with different cities to get that. Mr. Koogler made a motion to approve and adopt and Mr. Young seconded the motion. All members present voted yea; ordinance passed.

6. ORD. 2008-10- AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF HILLSBORO TO CHANGE THE ZONING OF 211 TO 215 SOUTH HIGH STREET AND FROM RESIDENTIAL “A” TO BUSINESS “C”- The clerk read the ordinance in full for a first reading. Mr. Young made a motion to waive the three-reading rule and Mr.

Shoemaker seconded the motion with all members present voting yea. Mr. Young made a motion to pass the ordinance and Mrs. Parr seconded the motion with all members present voting yea; ordinance adopted.

7. ORD. 2008-11- AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF HILLSBORO TO CHANGE THE ZONING OF 439 NORTH WEST STREET AND FROM RESIDENTIAL “B” TO BUSINESS “C”- The clerk read the ordinance in full for a first reading. Mr. Young made a motion to suspend the three-reading rule and Mr. Waller seconded the motion with all members present voting yea. Mrs. Parr made a motion to adopt the ordinance and Mr. Young seconded the motion. All members present voted yea; ordinance adopted.

8. ORD. 2008-12 – AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF HILLSBORO TO CHANGE THE ZONING OF HILLSBORO CITY SCHOOLS WEST MAIN STREET PROPERTIES FROM RESIDENTIAL “A” TO Residential “B”- The clerk read the ordinance in full for a first reading. Mr. Koogler made a motion to waive the three-reading rule and Mr. Waller seconded the motion. All members present voted yea except Mr. Shoemaker, who abstained. Mr. Koogler made a motion to approve and adopt and Mr. Young seconded the motion with all members present voting yea except Mr. Levo and Mr. Shoemaker who abstained. Ordinance adopted.

9. RES. 08-28 – A RESOLUTION TO APPROVE A CONTRACT WITH MELVIN ASPHALT PAVING COMPNAY AND TO DECLARE AN EMERGENCY- The clerk read the resolution in full for a first reading. Mr. Shoemaker made a motion to suspend the three-reading rule and Mr. Levo seconded the motion with all members present voting yea. Mr. Shoemaker made a motion to adopt the resolution and Mrs. Parr seconded the motion. All members present voted yea; resolution passed.

10. ORD. 2008-13 – AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF HILLSBORO TO CHANGE THE ZONING OF 1402 NORTH HIGH STREET PROPERTIES FROM RESIDENTIAL “A” TO BUSINESS “C”- The clerk read the ordinance in full for a first reading. Mr. Young made a motion to suspend the three-reading rule and Mr. Waller seconded the motion with all members present voting yea. Mrs. Parr made a motion to adopt the ordinance and Mr. Shoemaker seconded the motion with all members present voting yea; ordinance adopted.

11. ORD. 2008-14 – AN ORDINANCE TO AUTHORIZE THE EXPENDITURE OF FUNDS FOR THE CONSTRUCTION AND OPERATION OF CITY FIRE AND POLICE FACILITIES- The clerk read the ordinance in full for a first reading. Mr. Levo made a motion to waive the three-reading rule and Mrs. Parr seconded the motion with all members present voting yea except Mr. Koogler who voted “no”. Mrs. Parr made a motion to accept the ordinance and Mr. Shoemaker seconded the motion with all members voting yea except Mr. Koogler who voted “no”; ordinance passed.

NEW BUSINESS: None

With no further business to come before the Council, Mr. Shoemaker made a motion to adjourn and Mrs. Parr 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