

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. Lee Koogler, Mr. John Levo, Mrs. Bonnie Parr, Mr. Peter Pence and Mr. David Shoemaker, Mr. Brian Waller

ABSENT: Mr. Roderick Daniels

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

The minutes of the August 10, 2009 meeting were accepted as presented.

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

PUBLIC REQUESTS:

1. A request from Veronica Zimmerman to close an alley on Trenton Street. President Donley placed this in the Street and Safety Committee for review.
2. The Hillsboro Uptown Business Association had sent a request for approval of the Holiday Parade route. This was approved with a motion by Mr. Koogler, seconded by Mr. Levo and approved by all council members present; request granted.

COMMUNICATIONS: None

CITIZEN COMMENTS:

**COMMUNICATIONS FROM THE MAYOR:**

August 3 - CDBG Hearing  
August 5 - State Route 62 south paving hearing  
August 6 - Squad Run Billing  
Utilities Committee meeting  
August 10 - Wedding  
City Council meeting  
August 11 - Hillsboro Uptown Business Association  
August 12 - Department Head meeting  
August 14 - Wedding  
August 17 - Wedding  
2010 Census meeting  
August 18 - Equipment selection for WWTP  
Wedding  
Planning Commission meeting  
August 19 - County Engineer regarding Hobart/Smith Road  
August 20 - Construction meeting for Fire Department  
WWTP Bid meeting  
August 24 - Wedding  
August 26 - Property & Maintenance Committee meeting  
August 27 - Construction meeting for Fire Department

On August 17<sup>th</sup> Cynthia King came in and met with us on the upcoming 2010 census. The 2010 census form is much shorter and is not loaded with personal questions. It should only take a few minutes to complete the ten brief questions. Some of the things

the census data is used for includes: Head Start programs, public transportation, road construction and rehabilitation, programs for the elderly and emergency food and shelter. Since the U.S. Constitution requires a census to be taken every ten years, we should do our best to insure the residents of Hillsboro and Highland County understand the information collected could possibly help our area to get funding on eligible projects. We will be having Cynthia King to speak at a town meeting on September 29<sup>th</sup> to explain our role in the process. This “Kick Off” meeting will be for the planning of the April 2010 census.

The pre-bid meeting for the Wastewater Treatment Plant was held on August 20<sup>th</sup> with thirty-three construction people present. I would like to thank Dave Shoemaker for taking the time to attend. Bids were opened on September 10<sup>th</sup>, qualifications are now being checked and awards will be announced in the next few days.

The bids came in considerably less than the engineers estimated. As of now the bids are being compared to the contract verbiage to make sure everything is in agreement. The references are being checked before any formal award will be made. It appears the bids will be in the neighborhood of five (5) million less than the estimate. We will need to call a Special Council meeting as soon as the above questions are answered to accept the bid as well as provide for the Project Inspector.

I would like to thank Bonnie Parr and Peter Pence for holding the second meeting concerning construction at Liberty Park. As you know we previously held a meeting with representatives of the Little League, football, soccer and Adult Softball to give them a “heads up” on the construction and the possibility of temporary closing or rescheduling some activities for the next couple years. The information from the first meeting somehow got forwarded incorrectly. After the information got cleared up at the second meeting I think everyone understands the position we are taking to work around any closing of the park. If a temporary rescheduling or closing would become unavoidable, steps will be taken to notify and work with the organizations involved. Any questions?

#### **SAFETY-SERVICE DIRECTOR’S REPORT:**

Mr. Holt said in lieu of a report he was asking to go out for bids on health insurance and he was also requesting to go into executive session to discuss employee relations.

Mr. Koogler made a motion to have Mr. Holt go out for health insurance bids and Mr. Shoemaker seconded the motion with all members present voting yea. Motion passed.

#### **AUDITOR’S REPORT:**

You have in your packets my monthly reports that balance with each other. I will note that on the Year-to-Date Fund Report there is a negative number for the Fire Pension Fund. I did not make the transfer that was already authorized by council. As soon as we finish auditing and balancing our accounts for August, we will then close out and the transfer will be made. I do apologize for that minor oversight. Also the negative figure in the 211 Municipal Motor Vehicle License Fund is due to the transfer to the Street Department for our share of the state paving project. That negative number should disappear by the end of the year.

That is all I have this evening. If there are no questions I request a motion from the floor to accept my reports. Mr. Levo made a motion to approve the Auditor’s report and Mr. Koogler seconded the motion with all members present voting yea; motion approved.

#### **HILLSORO PLANNING COMMISSION- None**

#### **REPORT OF THE STANDING COMMITTEES- FINANCE COMMITTEE- Mr. Koogler, Chairman**

Meeting held on September 1, 2009 with update on the overall financial position of the city. Additional firefighters and furnishings for a meeting room were tabled. There will

be another meeting on Tuesday, September 22, 2009 at 5:00 p.m. in the City Building Conference Room.

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

Property Maintenance & Restoration Committee met on August 25, 2009 at 5:30 p.m. Those present were Peter Pence and Bonnie Parr (Rod Daniels excused) with Dick Donley, Dick Zink, Ralph Holt, a soccer representative, softball representative and peewee football representative.

Safety-Service Director Ralph Holt spoke first since it concerned Liberty Park. It was brought to our attention the liability for all sports at Liberty Park. With the new project on the Wastewater Treatment Plant we didn't know what to do other than let each program know that the park could be temporarily shut down for the 2 ½ year project. There was a lot of discussion and we felt a little better about it and what we could do to keep everything going (fences and another road).

The other items on the agenda were tabled and we would have another meeting after the bid openings and a contractor were chosen for the Wastewater Treatment Plant. We would talk to him about fencing and/or a road for their use or just use the same road but acknowledge that the roads will be very used and share usage. Lots of discussion-meeting adjourned.

Property Maintenance & Restoration Committee met on September 2, 2009 at 6:00 p.m. in the County Administration Meeting Room. Committee members Peter Pence and Bonnie Parr were present (Rod Daniels was excused). Also in attendance were Law Director Fred Beery, Safety-Service Director Ralph Holt, Mayor Dick Zink, softball representatives, peewee football representatives, coach pitch representatives, soccer representatives and the Times Gazette.

September 10, 2009 will be the bids on the Wastewater Treatment Plant upgrade. I asked Mayor Zink to speak and he put all rumors to rest and asked Mr. Beery to explain the Liberty Park liability issues.

It was a very good public meeting and all rumors were put to rest. Meeting adjourned.

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

Nothing to report

#### STREET & SAFETY COMMITTEE- Mr. Levo, Chairman

Nothing to report.

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

The Utilities Committee did not meet, however; I did attend the pre-bid and opening meetings. When everything is settled then we will work out the proper financing on what the whole project will cost and then we will be able to work out a schedule for the sewer rates for the future.

#### ZONING AND ANNEXATION COMMITTEE- Mr. Daniels, Chairman

Nothing in the committee at this time.

#### COMMUNITY ENHANCEMENT COMMITTEE- Mr. Waller, Chairman

No meeting this month.

#### **UNFINISHED BUSINESS- None**

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

1. ORD. 2009-2 – AN ORDINANCE TO ADOPT THE CITY FIRE CODE- The clerk read the ordinance by title only for a third reading. Mr. Shoemaker made a motion to adopt the ordinance and Mr. Waller seconded the motion. All members present vote yea, ordinance adopted.
2. RES. 09-40 – A RESOLUTION TO SET HOURS OF OPERATION FOR LIBERTY PARK- The clerk read the resolution by title only for a third reading. The resolution died for lack of a motion to adopt.

**SECOND READING OF ORDINANCES AND RESOLUTIONS-**

1. RES. 09-45 – A RESOLUTION AUTHORIZING THE MAYOR TO CONTRACT FOR ADDITIONAL INSPECTION SERVICES- The clerk read the resolution by title only for a second reading. Mr. Levo made a motion to waive the three- reading rule and Mr. Koogler seconded the motion with all members present voting yea. Mr. Shoemaker made a motion to pass the resolution and Mrs. Parr seconded the motion. All members present voted yea; resolution adopted.

**FIRST READING OF ORDINANCES AND RESOLUTIONS-**

1. RES. 09-46– A RESOLUTION AUTHORIZING PARTICIPATION AND RATIFYING PRIOR PARTICIPATION OF THE CITY OF HILLSBORO, HIGHLAND COUNTY, OHIO, WITH THE DEPARTMENT OF THE ARMY, CORPS OF ENGINEERS, FOR THE DESIGN AND CONSTRUCTION OF THE CITY OF HILLSBORO ENVIRONMENTAL INFRASTRUCTURE IMPROVEMENTS PROJECT, SECTION 594 PROJECT, AND AUTHORIZING THE MAYOR OF THE CITY OF HILLSBORO, AND OTHER APPROPRIATE CITY OFFICIALS, TO ACT FOR AND ON BEHALF OF THE CITY OF HILLSBORO, IN EXECUTING, ACCEPTING OR OTHERWISE APPROVING ALL DOCUMENTS, AGREEMENTS, INSTRUMENTS, OR OTHER NECESSARY PAPERS REQUIRED BY THE DEPARTMENT OF THE ARMY TO IMPLEMENT SAID PARTICIPATION IN THE PROJECT. 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 approve and adopt the resolution and Mr. Shoemaker seconded the motion. All council members present voted yea; resolution adopted.

Mr. Koogler made a motion to go into executive session to discuss employee relations and Mr. Waller seconded the motion with all members present voting yea. Council went into executive session at 7:33 p.m. and came out of executive session at 7:41 p.m.

**NEW BUSINESS:**

With no further business to come before the Council, Mr. Koogler made a motion to adjourn and Mr. Shoemaker seconded the motion with all members present voting yea. Meeting adjourned.

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Richard Donley, Council President

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Beverly Brown, Clerk of Council