

HILLSBORO CITY COUNCIL MEETING

September 13, 2021

At 7:00 p.m. Council President Tom Eichinger called the Hillsboro City Council meeting to order. The following were present for the meeting: Clerk Kimberly Newman, Public Works Superintendent Shawn Adkins, Police Chief Eric Daniels, and Auditor Alex Butler. Absent were Mayor Justin Harsha and Law Director Fred Beery.

ROLL CALL

Ann Morris, Mary Stanforth, Greg Maurer, Patty Day, Claudia Klein and Adam Wilkin were present. Mark Middleton was excused.

MOTION: Greg Maurer moved to excuse Councilmember Mark Middleton, Mary Stanforth seconded. Vote all yeas, Mr. Middleton excused.

Mr. Eichinger led the Council in prayer and in the Pledge of Allegiance.

MINUTES

There were no corrections to the August 9, 2021 minutes and August 17, 2021 Special Council minutes. They were approved as submitted.

MONTHLY REPORTS

The August 2021 monthly reports were read by title only: Income Tax Bureau, Police Department, Public Utilities (includes Street Department, Water and Sewer Maintenance), Treasurer's (includes Expense and Revenue), Water Meter Department, Water Office (includes Water/Sewer Sales), Water Treatment, Wastewater Treatment, Code Enforcement and Auditor.

COMMENTS FROM THE AUDITOR (Alex Butler, Auditor)

City Auditor Alex Butler reported that the general fund balance is strong. This month and the next there will be a decrease due to transferring of funds to various other funds. The city has received the first of two ARPA funds payments, in the amount of \$343,269.22. The second payment will be distributed to the city in 2022 for the same amount. Auditor Butler told council that he and Finance Committee Chair Mary Stanforth were working on scheduling Budget meetings, one in October and one in November to assure finalizing the budget for the December 2021 Council meeting.

PUBLIC REQUESTS: None

COMMUNICATIONS: – None

CITIZENS' COMMENTS: None

COMMUNICATIONS FROM THE MAYOR (Justin Harsha, Mayor) No report, Mayor Harsha was absent

SAFETY AND SERVICE DIRECTOR/PLANNING COMMISSION REPORT (Brienne Abbott) See attachment 1. Additionally, Ms. Abbott thanked Whitney Seitz for organizing the softball tournament that took place at Liberty Park on 9-11-2021, with six

teams playing. Also, a special thanks to Shawn Adkins and his crew for preparing the fields for the tournament.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Mary Stanforth, Chair)

- Wage & Pay Scale review/recommendations for city employees, joint with Civil Service and Employee Relations Committee.
- Ordinance 2021-12 An Ordinance to repeal the license fee associated with amusement devises in the City of Hillsboro.
- Council sign -off level on administrative purchases. Met on August 26, 2021 at 6:00 pm. See attachment 2. Ms. Stanforth said that she would be speaking to city law director Fred Beery for more information and that the topic would be reviewed as information becomes available. Ms. Patty Day asked if there is a timeline on when this is expected to occur. Ms. Stanforth stated that the major concern is going to be the budget, it will be the number one priority.

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

No meeting.

Ms. Morris inquired of Public Works Superintendent Shawn Adkins at this time about park benches from Liberty Park, being moved to uptown for HUBA event Jeepers Creepers in October. Mr. Adkins explained that this could not be done due to size and weight of benches and that the benches were purchased for the purpose of being set at the park trails. Ms. Morris said the benches were not on the trails, and Mr. Adkins told her they would not be set out until the trails were done. Ms. Morris inquired where the extra uptown benches purchased were, Mr. Adkins replied there were fourteen park benches purchased for the uptown, plus the ones ordered for the park. He stated there were no additional park benches. Ms. Morris disputed this, stating that there were other park benches purchased. Mr. Adkins advised Ms. Morris that no other park benches had been purchased. Ms. Morris also asked of Mr. Adkins if the city employees could hang Christmas banners if purchased by HUBA, Mr. Adkins told Ms. Morris his public works crew could hang the Christmas banners at the same time they were taking down the Veteran's banners and asked Ms. Morris to get with him for a date to do so. Ms. Morris advised Mr. Adkins that she had found two more pots to be returned to the city and asked Mr. Adkins advised Ms. Morris to put them in the Old Firehouse.

CIVIL SERVICE AND EMPLOYEE RELATIONS COMMITTEE (Mark Middleton, Chair)

- Update Civil Service Manual
- Personnel manual Updates
- Wage & Pay Scale review/recommendations for city employees, joint with Finance.

No meeting. No questions asked. Mr. Middleton was absent and excused.

STREET AND SAFETY COMMITTEE (Adam Wilkin, Chair)

No meeting. No questions asked.

UTILITIES COMMITTEE (Greg Maurer, Chair)

ZONING AND ANNEXATION COMMITTEE (Patty Day, Chair)

No meeting. No questions asked.

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

No meeting. No questions asked.

UNFINISHED BUSINESS

PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING): None

SECOND READING OF ORDINANCES & RESOLUTIONS-

Resolution 21-44 Be it resolved by the Council of the city of Hillsboro the policy as to holidays is amended because of the State and Federal recognition of Juneteenth Holiday as set forth in the attached exhibit. Third reading will be on October 12, 2021.

Ordinance 2021-13 An Ordinance to establish procedures for destruction of records. Third reading will be on October 12, 2021.

FIRST READING OF ORDINANCES & RESOLUTIONS:

Ordinance 2021-16 An Ordinance accepting of the dedication of Fenner Avenue. Second reading will be on October 12, 2021.

DISCUSSION: Safety & Service Director Brianne Abbott advised council that upon looking at records, Fenner Avenue had never been platted or made a City Street. Law Director Fred Beery advised to have council take a second look and to ratify legislation. Ms. Abbott advised council that in further record searching, it was found that in 2003 council signed off to dedicate and did accept Fenner Avenue, tonight's legislation is due to recommendation of Law Director Fred Beery.

Resolution 21-49 A Resolution to increase appropriations within the Street Construction fund of the City.

MOTION: Greg Maurer moved to approve and adopt Resolution 21-49, seconded by Claudia Klein, vote all yeas. Resolution 21-49 approved and adopted.

DISCUSSION: Auditor Alex Butler shared with council that it was recently discovered that the Ohio Department of Transportation paid the city twice in the year 2020 for repaving projects. When the city has paving projects on state routes, the city will front the money, and then the state will reimburse the city a certain percentage or dollar amount. A duplicate payment of an ODOT invoice had been made to the city on Dec. 14, 2020 and April 16, 2020. Butler stated that ODOT is now invoicing the city for the \$68,419.51 duplicate payment, and feels the best thing is to increase appropriations in the 201 fund, so this year's budget doesn't take the hit, because we were unaware of this invoice until just recently.

Council member Patty Day asked if this was found on audit, and Mr. Butler stated yes. President Tom Eichinger added that he was told the state didn't even know they did this until the city contacted them. Mr. Butler said the state probably eventually would have found it as well, but the city alerted ODOT to the error.

Council member Greg Maurer asked if the legislation was time-sensitive. Mr. Butler answered the city has an outstanding invoice, and we know we owe the money, and I'd like to get it taken care of.

Resolution 21-50 Resolution to authorize and direct the City Auditor to make supplemental appropriations

MOTION: Mary Stanforth moved to approve and adopt Resolution 21-50, seconded by Adam Wilkin. Vote all yeas. Resolution 21-50 approved and adopted.

DISCUSSION: Auditor Butler stated this is for donations the Police Department received in the amount of \$750.00.

Resolution 21-51 A Resolution authorizing Safety & Service Director to apply for, accept, and enter into a water supply revolving loan account (WSRLA) agreement on behalf of the city of Hillsboro for planning, design and/or construction of water facilities; and designating a dedicated repayment source for the loans

MOTION: Greg Maurer moved to approve and adopt Resolution 21-51, seconded by Claudia Klein. Vote all yeas. Resolution 21-51 approved and adopted.

DISCUSSION: Shawn Adkins stated to council that this is for North West Street to replace the water system from Springlake clear to West Main. Mr. Adkins further stated that this is for the water main service lines and that the city is trying to get this done before the paving on 73 so we don't tear up the new paving. We have a lot of water leaks down on North West Street.

Council president Tom Eichinger added that the resolution gives the city access to good rates and funding to do the project.

Resolution 21-52 A Resolution authorizing the Safety & Service Director to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Programs and to execute contracts as required for North West Street Water System Improvements

MOTION: Adam Wilkin moved to approve and adopt resolution 21-52, seconded by Patty Day. Vote all yeas. Resolution 21-52 approved and adopted.

DISCUSSION: Public Works Superintendent Shawn Adkins advised council that this is the same thing, the city is trying to get more of the money that is free money, to be used for this project.

Resolution 21-53 A Resolution to authorize the Safety & Service Director to enter into a lease agreement with Southeastern Equipment Company for a Loader Backhoe

MOTION: Mary Stanforth moved to suspend the three-reading rule, seconded by Greg Maurer. Vote: Ms. Day- no, Ms. Klein- yes, Mr. Maurer-yes, Ms. Morris-yes, Ms. Stanforth-yes, Mr. Wilkin-yes. Three reading-rule suspended for Resolution 21-53.

MOTION: Adam Wilkin moved to approve and adopt Resolution 21-53, second by Mary Stanforth. Vote- Mr. Wilkin-yes, Ms. Morris-yes, Ms. Stanforth-yes, Mr. Maurer-yes, Ms. Day-no, Ms. Klein-yes. Resolution 21-53 approved and adopted.

DISCUSSION: Public Works Superintendent Shawn Adkins advised council that the city's current backhoe is a 2007 model, and that the city used to be on a two-year revolving loan with equipment, but we got away from that. The city doesn't owe any money this year. The trade-in on our old backhoe will be the down payment for the backhoe this year. It is a 2007, so it is getting a lot of wear and tear on it, and it is the city's

main piece of equipment for digging. Adkins provided estimates of terms for different payment plans, including getting back on the two-year rotation, to council members.

Mr. Adkins stated the initial cost is kind of high, but we're splitting it up between four budgets also. Splitting it between water, sewer, street, and storm. There will be no money coming out of our pocket this year.

Ms. Day asked if the city foresees the estimated costs changing with the pandemic driving various prices up. Asking if the city is in a position to hang tight the rest of this year with what we've got. Mr. Adkins replied that the city is having trouble getting repair parts to fix the 2007 backhoe, due to the manufacturer discontinuing that type of backhoe, and it is difficult to get parts. Mr. Adkins asked council to consider suspending the three-reading rule so he could begin the ordering process. SSD Brianne Abbott said that the estimates are the worst-case scenario, and that it's possible the city will receive more than the \$23,666.00 estimated trade-in value

President Tom Eichinger asked if the trade-in value of the current backhoe would also be affected if council waited to pass the legislation at a later meeting.

Mr. Adkins replied that if more hours are put on the backhoe, then, yes, or if it breaks down, yes.

Resolution 21-54 A Resolution to authorize a then and now Purchase Order

MOTION: Mary Stanforth moved to approve and adopt Resolution 21-54, seconded by Greg Maurer. Vote all yeas. Resolution 21-54 approved and adopted.

DISCUSSION: Auditor Alex Butler advised this Resolution is necessary for Resolution 21-49.

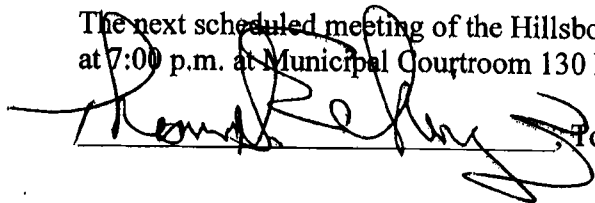
NEW BUSINESS: President Tom Eichinger stated that it is necessary to enter into Executive Session to discuss pending legal matters, and that there would be nothing to transpire after the session, asking for a motion to move into executive Session.

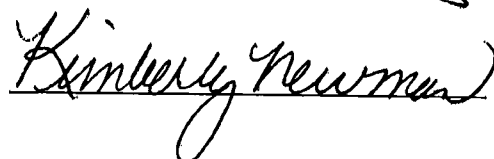
MOTION: Greg Maurer moved to exit the regular council meeting and to enter into Executive Session at 7:35 pm, seconded by Claudia Klein. Vote all yeas.

MOTION: Adam Wilkin moved to exit executive session and to re-enter into regular Council meeting at 8:36 pm, seconded by Greg Maurer.

ADJOURN Motion: Greg Maurer moved to adjourn, seconded by Patty Day. Vote all yeas. Council adjourned at 8:36 p.m.

The next scheduled meeting of the Hillsboro City Council is Tuesday, October 12, 2021 at 7:00 p.m. at Municipal Courtroom 130 Homestead Drive.

 Tom Eichinger, President

 Kimberly Newman, Clerk