

## **HILLSBORO CITY COUNCIL MEETING**

**June 16, 2022**

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 Whitney Seitz, Public Works Superintendent Shawn Adkins, Police Chief Eric Daniels, Mayor Justin Harsha, Law Director Randalyn Worley and Safety & Service Director Brianne Abbott.

### **ROLL CALL**

Don Storer, Dan Baucher, Greg Maurer, Mary Stanforth, Jason Brown and Adam Wilkin were present. Patty Day was absent and excused.

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

### **MINUTES**

There were no corrections to the May 12, 2022 regular minutes or the May 19, 2022 special council minutes. They were approved as submitted.

### **MONTHLY REPORTS**

The May 2022 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.

### **PUBLIC REQUESTS:** Randy Proehl – Horizon Connects

**DISCUSSION:** Randy Proehl with Horizon discussed the technology changes and provided details of expanding fiber to home options to the community. Currently Horizon has a site off State Route 73 near Walmart that supplies local hospitals, schools and the library. Mr. Proehl discussed the need to have another site in Hillsboro, and stated it needed to be in an accessible location. Randy Proehl ended his brief discussion by stating the interest of this project occurring on a city owned property located behind the firehouse on North East Street if permitted. Council President Tom Eichinger placed such request in the community enhancement committee. Chair Patty Day was absent from the council meeting. Clerk Whitney Seitz was advised to provide information for communication between Randy Proehl and committee chair Patty Day.

**COMMUNICATIONS:** Ohio Division of Liquor Control - The Patriot Public House. There were no objections from Council and Clerk Whitney Seitz was instructed to sign and submit them to the Division of Liquor Control.

**CITIZENS' COMMENTS:** Citizen Sherry Young of Terrace Avenue expressed concerns of a shed being used for residency to the rear of her property with no utilities. The shed is causing hardship for Sherry Young to gain access to her shed on her property. Safety and Service Director Brianne Abbott advised the property has been served

violations and timelines are required to be given. No violations have been corrected at this time.

#### **COMMUNICATIONS FROM THE MAYOR (Justin Harsha, Mayor)**

Mayor Justin Harsha provided a Festival of the Bells update to Council. The Festival of the Bells will be held July 7-9, 2022. The event will be filled of activities; Pioneer Day and the Farmers Market will take place on July 9<sup>th</sup>. Additional activities include a parade and three concerts. Mayor Justin Harsha thanked the Hillsboro Police Department for assisting with blocking off necessary roadways during the event as well as the Public Works Department for preparing the West Main Street location for the festival. Mayor Justin Harsha noted of roadways that will be blocked for the event.

#### **SAFETY AND SERVICE DIRECTOR/PLANNING COMMISSION REPORT (Brianne Abbott)**

SSD Brianne Abbott: Brianne Abbott made mention for the month of May the building department received 20 commercial and 5 residential permits. Various developments throughout the city are continuing and Mimi's Kitchen will have their grand opening on June 24<sup>th</sup> on E. Main St. Weastec received recognition this past month for the EPA award for commitment to environmental stewardship. ODOT will be setting up a site visit soon to discuss plans for funding received for pedestrian safety. The city was awarded \$100,000.00 from the State Capital budget to go towards the W. Main St. Amphitheatre project. The Farmer's Market is having another successful year with many new events and entertainment planned weekly. The Festival of the Bells is slated for July 8, 9 and 10 at the new W. Main St. Greenspace location, as well as Pioneer Day on July 9<sup>th</sup> at the adjacent Scott House location. Ms. Abbott gave reminder that City Hall will be closed on June 20<sup>th</sup> and July 4<sup>th</sup> in observation of Juneteenth and Independence Day. Lastly, the Planning Commission discussed zoning changes, a new street name and the Imagine Hillsboro annual review.

#### **STANDING COMMITTEE REPORTS**

##### **FINANCE COMMITTEE (Mary Stanforth, Chair)**

- Wage & Pay Scale review/recommendations for City employees, joint with Civil Service – Employee Relations
  - Meeting held 6-7-2022 at 6PM joint with Civil Service-Employee Relations – Mary Stanforth reported on meeting. See attachment #1.

##### **PROPERTY MAINTENANCE AND RESTORATION (Don Storer Chair)**

No meeting. No questions asked.

##### **CIVIL SERVICE AND EMPLOYEE RELATIONS COMMITTEE (Dan Baucher, Chair)**

- Update Civil Service Manual
- Wage & Pay Scale review/recommendations for City employees, joint with Finance
  - Meeting held 6-7-2022 at 6PM joint with Finance

**STREET AND SAFETY COMMITTEE (Adam Wilkin, Chair)**

No meeting. No questions asked.

**UTILITIES COMMITTEE (Greg Maurer, Chair)**

No meeting. No questions asked.

**ZONING AND ANNEXATION COMMITTEE (Jason Brown, Chair)**

No meeting. No questions asked.

**COMMUNITY ENHANCEMENT (Patty Day, Chair)**

No meeting. No questions asked.

**UNFINISHED BUSINESS**

**PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING): - None**

**SECOND READING OF ORDINANCES & RESOLUTIONS –**

Ordinance 2022-10 An Ordinance amending section 51.076 of the codified ordinances of the City of Hillsboro to increase the rates charged for water service for the City of Hillsboro

Second reading, third reading July 14, 2022.

**FIRST READING OF ORDINANCES & RESOLUTIONS:**

Ordinance 2022-11 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

MOTION: Greg Maurer moved to approve and adopt Ordinance 2022-11, seconded by Dan Baucher. Vote all yeas. Ordinance 2022-11 approved and adopted.

DISCUSSION: No discussion was had.

Ordinance 2022-12 An Ordinance amending sections 91.40, 91.43 and 91.99 of the codified ordinances of the City of Hillsboro to ban the use of consumer-grade fireworks in the City of Hillsboro, and declaring an emergency

MOTION: Jason Brown moved to suspend the three-reading rule for Ordinance 2022-12, seconded by Greg Maurer. Vote: Mr. Baucher-yes, Mr. Wilkin-yes, Mr. Brown-yes, Mr. Storer-yes, Mr. Maurer-yes, Ms. Stanforth-no. Three reading rule was not suspended.

Second reading July 14, 2022.

DISCUSSION: Law Director Randalyn Worley explained beginning in July, the state law will permit consumer-grade fireworks to discharge. Randalyn Worley explained the law has a provision that allows local municipalities to restrict the dates and/or times that individuals may discharge consumer-grade fireworks or to impose a complete ban on the use of consumer-grade fireworks. Councilmember Mary Stanforth questioned if this would include a family gathering for the Fourth of July. Randalyn Worley confirmed that is

correct. The law goes into effect July 1, 2022. Law Director Randalyn Worley mentioned this ordinance is to keep status-quo, and for safety concerns. Police Chief Eric Daniels commented on the annoyance calls received on the Fourth of July holiday due to fireworks. Council President Tom Eichinger stated this is the first reading, second reading will occur at July 14, 2022 meeting. Law Director Randalyn Worley reminded council the law goes into effect July 1, 2022.

Resolution 22-25 A Resolution authorizing the Safety and Service Director to purchase or repair pumps for the wastewater plant without formal bidding and advertising, pursuant to Ohio Revised Code §735.051 and declaring an emergency.

MOTION: Mary Stanforth moved to suspend the three-reading rule for Resolution 22-25, seconded by Greg Maurer. Vote: Jason Brown-yes, Dan Baucher-yes, Greg Maurer-yes, Mary Stanforth-yes, Adam Wilkin-yes, Don Storer-yes. Resolution 22-25 three-reading rule suspended.

MOTION: Greg Maurer moved to approve and adopt Resolution 22-25, seconded by Adam Wilkin. Vote all yeas. Resolution 22-25 approved and adopted.

DISCUSSION: SSD Brianne Abbott introduced Tyler Warnock; Wastewater Treatment Plant Superintendent. Tyler Warnock discussed the normal protocol was to budget one or two pumps to be repaired or replaced. Within one week, the wastewater treatment plant was in need of repair or replacement of five pumps. The timeframe Tyler Warnock provided was 16-20 weeks for new pumps. Tyler Warnock explained if a pump was in need of repair and the cost percentage was 70-80% of the cost of a new pump, it creates a situation to determine to purchase a new pump rather than to repair said pump.

Resolution 22-26 A Resolution authorizing the City of Hillsboro to participate in the State of Ohio Department of Development roadwork development grant, for FY22, and to execute contracts as required, and to declare an emergency.

MOTION: Adam Wilkin moved to suspend the three-reading rule for Resolution 22-26, seconded by Dan Baucher. Vote: Greg Maurer-yes, Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes, Dan Baucher-yes, Jason Brown-yes. Resolution 22-26 three-reading rule suspended.

MOTION: Greg Maurer moved to approve and adopt Resolution 22-26, seconded by Adam Wilkin. Vote: Adam Wilkin-yes, Dan Baucher-yes, Don Storer-yes, Jason Brown-yes, Mary Stanforth-yes, Greg Maurer-yes. Resolution 22-26 approved and adopted.

DISCUSSION: SSD Brianne Abbott explained an award in the amount of \$2.3 million dollars from Ohio Department of Development for the Roberts Lane project. Passage of this legislation will accept the grant and execute contracts. The legislation is requested to be passed by emergency as the agreement was received the day prior to the June Council meeting and needing to be complete as quickly as possible.

Ordinance 2022-13 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

MOTION: Greg Maurer moved to approve and adopt Ordinance 2022-13, seconded by Dan Baucher. Vote all yeas. Ordinance 2022-13 approved and adopted.

DISCUSSION: No discussion was had.

Ordinance 2022-14 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

MOTION: Don Storer moved to approve and adopt Ordinance 2022-14, seconded by Greg Maurer. Vote all yeas. Ordinance 2022-14 approved and adopted.

DISCUSSION: Councilmember Mary Stanforth questioned if this was due to storm damage at Shaffer Park in the past. Public Works Superintendent Shawn Adkins advised that is correct, it is a phased project. Shawn Adkins mentioned the bill was received the day prior to the June council meeting.

Reimbursement of the project will take place from insurance, minus the deductible.

Resolution 22-27 A Resolution approving a 'then and now' certification by the City Auditor, pursuant to R.C. 5705.41(D)(1), for the payment of storm damage expenses at Shaffer Park.

MOTION: Don Storer moved to suspend the three-reading rule for Resolution 22-27, seconded by Dan Baucher. Vote: Dan Baucher-yes, Mary Stanforth-yes, Greg Maurer-yes, Adam Wilkin-yes, Don Storer-yes, Jason Brown-yes. Resolution 22-27 three-reading rule suspended.

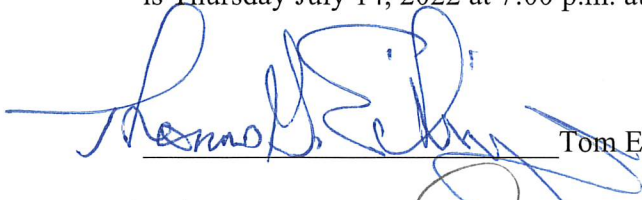
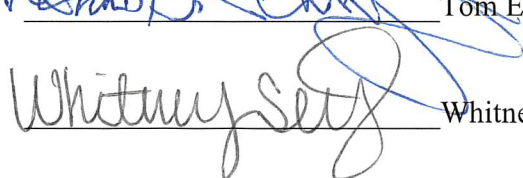
MOTION: Greg Maurer moved to approve and adopt Resolution 22-27, seconded by Don Storer. Vote all yeas. Resolution 22-27 approved and adopted.

DISCUSSION: Council President Tom Eichinger and Law Director Randalyn Worley discussed the purpose for declaring as an emergency was due to the urgency to pay the invoice.

#### **NEW BUSINESS:**

**ADJOURN:** Adam Wilkin moved to adjourn, seconded by Don Storer. Vote all yeas.

Council adjourned at 7:41 p.m. The next scheduled meeting of the Hillsboro City Council is Thursday July 14, 2022 at 7:00 p.m. at Municipal Courtroom 130 Homestead Avenue.

  
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Tom Eichinger, President

Whitney Seitz, Clerk

The Finance and Civil Service Committees held a joint meeting on June 7 at the city building to discuss the current pay ordinance. The meeting was called to order at 6 pm with the following committee members in attendance: Adam Wilkin, Dan Baucher, Don Storer and Mary Stanforth. Others attending were Justin Harsha, Bree Abbott, Alex Butler, Whitney Seitz, Sherry Davis, Tom Eichinger and Jason Brown.

The discussion centered on the current pay scale of elected and appointed officials, some of which have not had an increase since 2008. The committees discussed the need for pay ranges for the SSD, Auditor, Tax Commissioner, Waste Water Superintendent, Utility Office Manager, Mayor, Law Director and Public Works Superintendent.

Mayor Harsha stated that the current pay for the full time Auditor's position isn't enough to interest quality applicants. The current salary is \$45,000 which was passed in 2008. Alex Butler said that the Auditor is a department head and is the lowest paid of all the department heads in the city. When comparing salaries from other cities, it was suggested that the pay range should be between \$54,000-\$66,000.

While discussing salaries, Mr. Eichinger suggested that when comparing salaries to other cities that their budgets be considered, not population. Also, the rising inflation rate needs to be considered. Job evaluations and vacation and sick leave were briefly discussed. Law Director Randalyn Worley confirmed that salaried positions were allowed to accrue sick and vacation days.

The committees will meet again on June 28 at 6pm to propose ranges for the mentioned positions. Adam made a motion to adjourn the meeting. Don seconded. The meeting was adjourned at 6:53PM.

Respectfully submitted,  
Mary Stanforth  
Finance Chair

Attachment #1