

HILLSBORO CITY COUNCIL MEETING

October 13, 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, Auditor Alex Butler, Police Chief Eric Daniels, Law Director Randalyn Worley and Safety & Service Director Brianne Abbott.

ROLL CALL

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

MOTION: Greg Maurer moved to excuse Mary Stanforth, seconded by Patty Day. Vote all yeas. Mary Stanforth excused.

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

MINUTES

There were no corrections to the September 15, 2022 regular council minutes. They were approved as submitted.

MONTHLY REPORTS

The September 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.

COMMENTS FROM THE AUDITOR (Alex Butler, Auditor)

Auditor Alex Butler informed council of an increase in the general fund's unencumbered balanced compared to what had been estimated. Butler noted the current general fund unencumbered balance is \$1.7 million, with the anticipation of very minimal changes. The estimated amount for 2022 was \$1.1 million. The planning and fiscal conservatism resulted in the increase. Butler added income tax receipts are higher than anticipated. Auditor Butler advised state auditors have been in office. Butler mentioned additional finance committee meetings will be held regarding the budget for 2023.

PUBLIC REQUESTS: None

COMMUNICATIONS: None

CITIZENS' COMMENTS:

Aaron Brown of 123 East Pleasant Street discussed concerns for elderly neighbors and continuous issues with a local business parking in an alleyway for deliveries and/or pickups. Mr. Brown noted the elderly neighbors are having trouble getting out of their driveway.

Cathy Koehler of 116 Muntz Street discussed her concerns of the abutting business to her property and ongoing issues as Aaron Brown stated. Ms. Koehler provided pictures of issues to city administration.

Council President Tom Eichinger advised the citizens to make the material available to the city administration.

COMMUNICATIONS FROM THE MAYOR (Justin Harsha, Mayor)

Mayor Harsha was absent from the October council meeting. Council President Tom Eichinger and council send their deepest condolences to the Harsha Family for their loss.

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

SSD Brienne Abbott reported for the month of August there were 8 residential and 8 commercial permits submitted to the building department. The environmental for sixty-nine acres off of Fenner Avenue has been completed and the closing was held last week. Abbott mentioned seeking additional funding for Roberts Lane extension and the West Main Greenspace. Current city projects that are underway include the council chambers, phase III storm sewer, North West Street waterline replacement and the water rate survey. Completed city projects are the tornado sirens, crack sealing and Shaffer Park paving and parking stall markings. Private developments in the construction phase include Fenner Ridge Apartments, Buckeye Eye Clinic and Patriot Public House. The Marshalls development store has been granted an extension on the building permit. The Marriott Hotel project is awaiting environmental. SSD Brienne Abbott discussed community events and thanked all who helped make Jeepers Creepers a success for 2022. Upcoming events include trick or treat and a special Halloween movie under the stars on October 27th. Additional upcoming events include the Christmas Tree Lighting and the Christmas Parade. SSD Brienne Abbott encourages everyone to attend the upcoming events and noted if any volunteers are interested in helping with the events to contact administration. Abbott advised council the last planning commission meeting included discussion of the Hillsboro masterplan, approving of Goodwill site plan and discussion of a proposed vet clinic on South High Street. SSD Brienne Abbott concluded by honoring and paying tribute to two influential women that the city unfortunately lost over the last few weeks. Karen Cundiff and Debbie Harsha were described by the SSD as “nothing short of amazing citizens, and business women” who served and gave back to their community and will be greatly missed. On behalf of the City of Hillsboro, we send our deepest condolences to the families of such wonderful women.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Mary Stanforth, Chair)

- Wage & Pay Scale review/recommendations for elected officials
- Hillsboro Swim Organization
 - Meeting held 10/3/2022 at 5:30PM. See attachment #1.
- Tax Budget
 - Meeting held 10/3/2022 at 5:30PM. 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
 - Dan Baucher advised a meeting has been scheduled on October 31, 2022 at 6:00 PM.

STREET AND SAFETY COMMITTEE (Adam Wilkin, Chair)

- Designated Outdoor Refreshment Area (DORA)
 - Meeting held 9/22/2022 at 6:00PM joint with Community Enhancement Committee. Chair Adam Wilkin read minutes from 9/22/22 meeting, see attachment #2. Chair Adam Wilkin added he welcomes opinions of a DORA and has received letters from citizens regarding the DORA.
- Ice Skating Rink
- Pickleball

UTILITIES COMMITTEE (Greg Maurer, Chair)

No meeting. Chair Greg Maurer requested an update on the water rate survey. SSD Brianne Abbott advised it is still in process of being completed.

ZONING AND ANNEXATION COMMITTEE (Jason Brown, Chair)

No meeting. No questions asked.

COMMUNITY ENHANCEMENT (Patty Day, Chair)

- Designated Outdoor Refreshment Area (DORA)
 - Meeting held 9/22/2022 at 6:00PM joint with Street and Safety Committee. Chair Adam Wilkin read minutes from 9/22/22 meeting, see attachment #2.
- Ice Skating Rink
- Pickleball

UNFINISHED BUSINESS

PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING):

Resolution 22-34 A Resolution transferring parcels 25-26-001-054.00 and 25-54-001-015.00 to the Hillsboro Community Improvement Corporation

MOTION: Patty Day moved to approve and adopt Resolution 22-34, seconded by Greg Maurer. Vote: Adam Wilkin-yes, Don Storer-yes, Greg Maurer-yes, Patty Day-yes, Jason Brown-yes, Dan Baucher-yes. Resolution 22-34 approved and adopted.

DISCUSSION: No discussion was had.

Ordinance 2022-20 An Ordinance approving the annexation of parcel 23-10-000-250.00, 35.791+/- acres

MOTION: Adam Wilkin moved to approve and adopt Ordinance 2022-20, seconded by Greg Maurer. Vote: Greg Maurer-yes, Patty Day-yes, Adam Wilkin-yes, Don Storer-yes, Dan Baucher-yes, Jason Brown-yes. Ordinance 2022-20 approved and adopted.

DISCUSSION: No discussion was had.

SECOND READING OF ORDINANCES & RESOLUTIONS –

Ordinance 2022-22 An Ordinance to authorize the disposition of unneeded municipal personal property pursuant to Ohio Revised Code section 721.15

DISCUSSION: Public Works Superintendent Shawn Adkins advised of a clerical error on the serial number, with the correction being a number one to be added to the front of the serial number. Third reading November 17, 2022.

FIRST READING OF ORDINANCES & RESOLUTIONS:

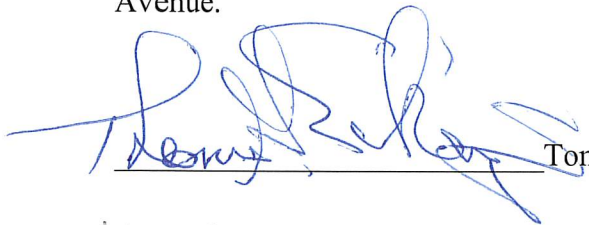
Resolution 22-37 A Resolution to advertise and solicit bids for a janitorial contract and declaring an emergency

MOTION: Greg Maurer moved to suspend the three-reading rule for Resolution 22-37, seconded by Adam Wilkin. Vote: Don Storer-yes, Greg Maurer-yes, Dan Baucher-yes, Jason Brown-yes, Adam Wilkin-yes, Patty Day-no. Resolution 22-37 three-reading rule not suspended.

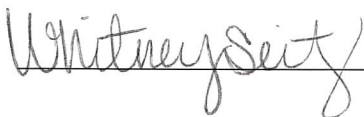
DISCUSSION: SSD Brianne Abbott advised council Resolution 22-37 will allow the city to accept bids for janitorial services for the city building, police department and the municipal court. Jason Brown asked if the city has had such service before, being answered “yes” by SSD Brianne Abbott. Abbott added contracting out janitorial service would save money, wages, and fringes. Councilmember Patty Day asked if there was an idea on the cost of contract services. SSD Brianne Abbott advised not knowing the exact amount until administration is able to solicit bids. Abbott added if the bids come in much higher than anticipated, the employee option would be revisited.

NEW BUSINESS:

ADJOURN: Greg Maurer moved to adjourn, seconded by Don Storer. Vote all yeas. Council adjourned at 7:25 p.m. The next scheduled meeting of the Hillsboro City Council is Thursday November 17, 2022 at 7:00 p.m. at Municipal Courtroom 130 Homestead Avenue.



Tom Eichinger, President



Whitney Seitz, Clerk

The Finance Committee met on October 3 at 5:30 at the Hillsboro Swim Club. Those present at the meeting were Adam Wilkin, Patty Day, Alex Butler, Tom Eichinger, Randalyn Worley, Jeanine Bagshaw and Mary Stanforth. Jeanine Bagshaw, HSO Treasurer, gave a tour and discussed the improvements and challenges of the local swim organization. The Board of Directors of the Hillsboro Swim Organization are requesting a free refill of the pool be included in the city budget beginning in 2023.

The meeting then continued at the City Building to discuss the request and the beginning of the 2023 budget.

It was decided not to act on HSO's request at this time. It will stay in the Finance Committee until the budget numbers are firmed up and we know where the city is financially.

The second item on the agenda was a preliminary discussion of the 2023 budget. Alex Butler discussed the proposed budget. At this time there are some Pos to be closed hopefully by the end of October. Alex plans to meet with the department heads by the end of the month and hopes to have firmer numbers next month.

Adam Wilkin made a motion to adjourn, I seconded. The meeting ended at 7:05.

Mary Stanforth, Chair

Street and Safety

Dora District

Date/Time: Thursday September 22nd, 2022 at 6PM

Venue: City Building – Downstairs Lobby

Present: Adam Wilkin, Patty Day, Dan Baucher, Jason Brown, Sean Adkins, Brianne Abbott, Justin Harsha, Mary Stanforth, Tom Eichinger, Ann Morris, Herb Day, Dan Pierce, and Caitlin Forsha.

Subject: Application of a DORA (Designated Outdoor Refreshment Area) for the city of Hillsboro.

Summary: The joint meeting between Street and Safety and Community Enhancement regarding a DORA district in Hillsboro began on time. Similar to the first meeting, we jumped right in and began discussing what parameters would be best if we were able to get a DORA through council. Many points were made. Some were of the positive effects that the DORA could have on the Historical downtown district of Hillsboro. Walkability, more action for the local businesses and possible future businesses, and more community engagement are some of the points being made in support of the district. Concerns over the impact on residential neighborhoods is the main theme of those that may be against the idea of a DORA district.

There is still a lot to discuss about the DORA. Nothing has been decided, and we are very much interested in hearing the public's opinion about the proposed district. In fact, an online survey has been conducted and we plan to hold a public hearing as well as another dual committee meeting or two. Be assured that we have time, and we also have a lot of work left to do before this would take effect, if at all.

Patty Day motioned to end the meeting; I seconded the motion. Meeting ended at 6:45PM.

Respectfully submitted, Adam Wilkin. Chair of Street and Safety.