

HILLSBORO CITY COUNCIL MEETING

April 11, 2024

At 7:00 p.m. Council President Tom Eichinger called the Hillsboro City Council meeting to order. The following were present for the meeting: Mayor Justin Harsha, Safety and Service Director Brianne Abbott, Public Works Superintendent Shawn Adkins, Auditor Dawson Barreras, Law Director Randalyn Worley, Clerk Whitney Aliff and Police Chief Eric Daniels.

ROLL CALL

Dan Baucher, Jason Brown, Jo Sanborn, Mary Stanforth, Don Storer and Adam Wilkin were present.

MOTION: Adam Wilkin moved to excuse councilmember Greg Maurer, seconded by Don Storer. Vote: Dan Baucher-yes, Jason Brown-yes, Jo Sanborn-yes, Mary Stanforth-yes, Don Storer-yes, Adam Wilkin-yes. Councilmember Greg Maurer excused.

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

MINUTES

There were no corrections to the March 14, 2024 regular council minutes or the March 21, 2024 special minutes. They were approved as submitted.

MONTHLY REPORTS

The March 2024 monthly reports were read by title only: Income Tax Bureau, Police Department, Public Utilities (includes Street Department, Water and Sewer Maintenance), Water Meter Department, Water Treatment Plant, Wastewater Treatment Plant, Code Enforcement.
No questions were asked.

PUBLIC REQUESTS: None

COMMUNICATIONS:

Police Donation Letter – Dorcas Butler

DISCUSSION: Council President Tom Eichinger shared councilmembers received a letter from Ms. Dorcas Butler in the council packet. No questions or comments.

CITIZENS' COMMENTS:

Citizen Leah Rose presented councilmembers with a photo of Springboro Community Park Shelter Solar Power Array placard and asked the parks committee to review and discuss the idea. Citizen Pam Limes shared concerns of the leash laws in Ohio and wished to remind the public of the existing leash laws. Ms. Limes also collected signatures from the neighboring area on Westover Drive to request being considered for paving. Ms. Limes indicated two individuals within administration reside in the area and are unable to request such work be done. Ms. Limes collected forty-eight signatures from nearby property owners and provided the signatures to clerk Whitney Aliff for record. Pamela Limes requested the neighborhood not to be ignored and to be put "in-line." Rachelle Trefz, owner of Merle Norman, asked if research had been conducted to determine how much mid-range crosswalks were utilized. Ms. Trefz shared she witnessed one person utilizing the mid-range crosswalk near her store and requested to consider

removing mid-range crosswalks. Ms. Trefz shared information from an ODOT project completed in Wilmington that is already being taken out. Nicole Chambers, owner of The Design Chambers, stated customers call her business and complain of parking. Travis Tong, owner of Tall Boys at 110 South High Street asked if any measures are being taken for businesses parking in front of other businesses. Mr. Tong shared the number one complaint at his store is regarding parking. Council President Tom Eichinger shared the Street and Safety Committee are currently reviewing and discussing two-hour parking. Rachelle Trefz also requested the street and safety committee include in the two-hour parking regulations that state vehicles not be exempt. Property Owner Steve Wilkin address concerns with council regarding the ODOT pedestrian crosswalk project. Mr. Wilkin asked if any data was collected in relation to pedestrian patterns. Council President Tom Eichinger stated ODOT conducted the required surveys. SSD Brianne Abbott provided a fact sheet from ODOT with Steve Wilkin. Steve Wilkin asked for specific details on the pedestrian incidents, including location and what the specific problem was. Mr. Wilkin voiced refuge islands are going to force people to slow down and increase pedestrian safety but may cause traffic issues. Mr. Wilkin encouraged law enforcement to police the situation with pedestrian issues.

COMMUNICATION FROM THE MAYOR (Justin Harsha)

Mayor Justin Harsha had nothing to report.

REPORT OF THE SAFETY&SERVICE DIRECTOR/HILLSBORO PLANNING COMMISSION

Safety and Service Director Brianne Abbott shared the month of March consisted of eight commercial and nine residential building permits. Construction continues on the Roberts Lane extension project with an anticipated completion date of August 2024. The city was not selected in the first-round awards for the Appalachian Community Grant for the Crossroads Park project. However, two additional award dates are expected in the upcoming weeks. Both the Harmony Lake Playground and the Pickleball Courts are slated to begin installation in May 2024. The North High Street Lead Service Line Replacement project is set to begin this spring. Ms. Abbott noted there are additional “punch list” items that will be completed on the Phase III Storm Sewer Project. The bid opening for the 2024 various paving project took place April 10, 2024 and the apparent low bidder was Miller-Mason Paving. On the city project front, a full-time code enforcement officer, Seth Brose, has been hired. SSD Brianne Abbott reminded council and residents of some of the items Mr. Brose will be enforcing. Those items include tall grass, swimming pool enclosures, sidewalks and driveways in proper repair, parking location compliance – namely parking in landscaped areas and disposal of rubbish. Ms. Abbott encouraged questions regarding code enforcement to be submitted to Seth Brose. On another topic of code compliance, the city has received complaints and inquiries regarding loose and vicious dogs. Ms. Abbott reminds citizens the city does have regulations regarding dog control which can be found in chapter 90 of the City of Hillsboro codified ordinances. The developers for the Marriott Hotel project are in the process of revising plans for compliance with the building department and have advised that they intend to break ground in the third quarter of 2024. It was recently announced that Horizon, who was completing a Fiber to Home infrastructure project within the city limits was recently purchased by a company named Shentel. City administration has been in communication with Shentel and the project is still underway. Upcoming community

events include the Trout Fishing Day at Harmony Lake on April 27, 2024. The free community cookout is slated for May 3, 2024 at the old firehouse. Hillsboro Farmers Market opening day is May 18, 2024. On the planning commission front, the committee discussed auto service station and repair facility standards. No questions were asked.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE

(Mary Stanforth, Chair)

- Wage & Pay Scale review/recommendations for Elected Officials
- Treasury Investment Board Review
- Wage & Pay Scale review/recommendations for employees
- Amusement Fees

No meeting. No questions asked.

PARKS

(Don Storer Chair)

- City Pool
 - Meeting held 3/21/2024 at 6:00PM.

Chair Don Storer read meeting minutes from 3/21/2024 meeting. See attachment #1. Don Storer requested the item be removed from the Parks Committee as the pool will be sold at auction. No objections to such request.

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

No meeting. No questions asked.

STREET AND SAFETY COMMITTEE (Adam Wilkin, Chair)

- Designated Outdoor Refreshment Area (DORA)
- Safety & Security – City Parks
 - Meeting held 4/3/2024 at 6PM.
- 2 Hour Parking
 - Meeting held 4/3/2024 at 6PM.
- Mobile Food
 - Meeting held 4/3/2024 at 6PM.

Chair Adam Wilkin read meeting minutes from the 4/3/2024 meeting. See attachment #2. Street and Safety Committee member Jo Sanborn requested the farmers market be removed from the legislation. Council President Tom Eichinger shared the legislation (Ordinance 2024-14) will have a first reading and requested the committee to meet, discuss and propose amended legislation prior to the second reading.

UTILITIES COMMITTEE (Greg Maurer, Chair)

- Electricity Aggregation Program
- Sewer Rates
- Minimum Utility Bill
- Waste Collection

President Tom Eichinger shared Chair Greg Maurer is absent but provided an update regarding the electricity aggregation program. Approximately \$329,394.00 has been saved by those utilizing the program. Another update will be given when available.

ZONING AND ANNEXATION COMMITTEE (Jason Brown, Chair)

No meeting. No questions asked.

COMMUNITY ENHANCEMENT (Jo Sanborn, Chair)

- Ice Skating Rink

No meeting. No questions asked.

UNFINISHED BUSINESS

• PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING) –

Ordinance 2024-06 An Ordinance amending section 110.99 of the Codified Ordinances of the City of Hillsboro pertaining to amusement device penalties

DISCUSSION: No questions, no discussion.

MOTION: Mary Stanforth moved to approve and adopt Ordinance 2024-06, seconded by Adam Wilkin. Vote: Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes, Jo Sanborn-yes, Jason Brown-yes, Dan Baucher-yes. Ordinance 2024-06 approved and adopted.

Resolution 24-07 An ODOT Resolution for pedestrian crosswalks, PID number 117314

DISCUSSION: Councilmember Adam Wilkin asked to clarify the crosswalk project has nothing to do with loss of parking. Public Works Superintendent Shawn Adkins answered, “yes.” Councilmember Mary Stanforth questioned if the legislation doesn’t pass, how many parking stalls would be removed. Public Works Superintendent shared four or five additional stalls would be removed to be compliant. A citizen, Michael Flowers, asked what section of Ohio Revised Code administration is explaining to be in compliance with. SSD Brianne Abbott read ORC 4511.68. Mr. Flowers argued a crosswalk isn’t a traffic control device. Councilmember Jason Brown confirmed in discussion with ODOT, a crosswalk is a traffic control device. Michael Flowers asked if the historic district would be exempt, being answered by councilmember Jo Sanborn, who confirmed with ODOT, the buildings may be exempt but traffic control devices are not exempt. Before casting the final vote, councilmember Adam Wilkin shared the pedestrian safety is paramount.

MOTION: Adam Wilkin moved to approve and adopt Resolution 24-07, seconded by Don Storer. Vote: Jo Sanborn-no, Jason Brown-yes, Dan Baucher-no, Mary Stanforth-yes, Don Storer-yes, Adam Wilkin-yes.

• SECOND READING OF ORDINANCES & RESOLUTIONS –

Ordinance 2024-07 An Ordinance amending section 51.076 of the codified ordinances of the City of Hillsboro pertaining to water rates

DISCUSSION: Second reading. No questions were asked. Ordinance 2024-07 will move to a third reading at the May 16, 2024 council meeting.

• FIRST READING OF ORDINANCES & RESOLUTIONS –

Resolution 24-08 A Resolution establishing staggered four-year terms of office among members of Hillsboro City Council

DISCUSSION: Council President Tom Eichinger shared Resolution 24-08 will allow City Council to instruct the Highland County Board of Elections at the next election cycle to establish a 2-year term for the four ward members, to allow a stagger in

councilmembers. No questions were asked. Resolution 24-08 will move to a second reading at the May 16, 2024 council meeting.

Resolution 24-09 A Resolution authorizing the mayor to prepare and submit an application for the FY2024 community development allocation program and declaring an emergency

DISCUSSION: Mayor Justin Harsha discussed the program is through Highland County that gives the city the opportunity for eligible activities approved by the state CDBG funding guidelines. The project will specifically cover expenses for fencing at Shaffer Park. Mayor Harsha explained the request to declare the resolution as an emergency is to meet the application deadline of April 19, 2024. Applications became available March 1, 2024. The city will be asking for \$150,000.00 from the FY2024 community development allocation program, the city Revolving Loan Fund committee allocated \$73,841.88 towards the fencing project from stagnant CDBG funds, the city would also receive \$46,158.12 from reimbursements from harmony lake playground project and put towards the fencing project. No questions asked.

MOTION: Don Storer moved to suspend the three-reading rule for Resolution 24-09, seconded by Jo Sanborn. Vote: Jason Brown-yes, Jo Sanborn-yes, Dan Baucher-yes, Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes. Resolution 24-09 three-reading rule suspended.

MOTION: Don Storer moved to approve and adopt Resolution 24-09, seconded by Jo Sanborn. Vote: Dan Baucher-yes, Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes, Jo Sanborn-yes, Jason Brown-yes. Resolution 24-09 approved and adopted.

Ordinance 2024-10 An Ordinance amending section 10.18 of the codified ordinances of the City of Hillsboro pertaining to the official emblem

DISCUSSION: Mayor Justin Harsha discussed Ordinance 2024-10 will create a re-brand for the City of Hillsboro with a modern new logo, which was last updated in 1985. Mayor Harsha noted the objective to enhance the city branding efforts have been highlighted in the Imagine Hillsboro plan. Council President Tom Eichinger shared the proposed logo can be found on the legislation. Councilmember Jason Brown asked the expected cost. Mayor Harsha shared the city staff are capable of doing majority of the updating in house, while some items would need to be done elsewhere as the city doesn't have the capabilities, such as vinyl graphics on city vehicles. Ordinance 2024-10 will move to a second reading at the May 16, 2024 council meeting.

Ordinance 2024-11 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

DISCUSSION: City Auditor Dawson Barreras shared Ordinance 2024-11 will appropriate registration fees received from Shaffer Park. No questions asked.

MOTION: Don Storer moved to approve and adopt Ordinance 2024-11, seconded by Adam Wilkin. Vote: Jason Brown-yes, Dan Baucher-yes, Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes, Jo Sanborn-yes. Ordinance 2024-11 approved and adopted.

Ordinance 2024-12 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

DISCUSSION: City Auditor Dawson Barreras shared Ordinance 2024-12 will appropriate donated funds for the Hillsboro High School Senior Scholarship Program.

Councilmember Mary Stanforth asked how many scholarships the city will be providing in 2024. Mayor Harsha shared three recipients will receive the scholarship.

MOTION: Jo Sanborn moved to approve and adopt Ordinance 2024-12, seconded by Adam Wilkin. Vote: Mary Stanforth-yes, Dan Baucher-yes, Jason Brown-yes, Jo Sanborn-yes, Adam Wilkin-yes, Don Storer-yes. Ordinance 2024-12 approved and adopted.

Ordinance 2024-13 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

DISCUSSION: City Auditor Dawson Barreras shared Ordinance 2024-13 will appropriate funds to make a payment to Distel for the Phase III Storm Sewer Project. Mr. Barreras included the funds will be reimbursed from the state and the funds should appear any day. No questions asked.

MOTION: Mary Stanforth moved to approve and adopt Ordinance 2024-13, seconded by Don Storer. Vote: Adam Wilkin-yes, Don Storer-yes, Mary Stanforth-yes, Jo Sanborn-yes, Jason Brown-yes, Dan Baucher-yes. Ordinance 2024-13 approved and adopted.

Ordinance 2024-14 An Ordinance amending section 114.08 of the codified ordinances of the City of Hillsboro pertaining to mobile food vendors

DISCUSSION: Council President Tom Eichinger shared the Ordinance will exempt the Highland County Fair, Festival of the Bells and the Hillsboro Farmers Market from mobile food permitting and fees. Street and Safety Committee Chair Adam Wilkin shared another meeting would be held to discuss possible amendments to Ordinance 2024-14 prior to the next council meeting. Ordinance 2024-14 will move to a second reading at the May 16, 2024 council meeting.

Ordinance 2024-15 An Ordinance amending section 36.056 of the codified ordinances of the City of Hillsboro pertaining to change funds and declaring an emergency

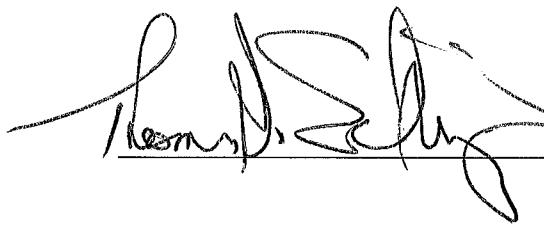
DISCUSSION: City Auditor Dawson Barreras discussed Ordinance 2024-15 will amend the ordinance to allow the parks department to have a cash drawer, specifically at Shaffer Park. The request to pass the legislation as an emergency is to allow the department to have the funds available prior to park activities this season. No questions asked.

MOTION: Don Storer moved to suspend the three-reading rule for Ordinance 2024-15, seconded by Adam Wilkin. Vote: Jo Sanborn-yes, Jason Brown-yes, Dan Baucher-yes, Mary Stanforth-yes, Don Storer-yes, Adam Wilkin-yes. Ordinance 2024-15 three-reading rule suspended.

MOTION: Don Storer moved to approve and adopt Ordinance 2024-15, seconded by Jo Sanborn. Vote: Mary Stanforth-yes, Don Storer-yes, Adam Wilkin-yes, Dan Baucher-yes, Jason Brown-yes, Jo Sanborn-yes. Ordinance 2024-15 approved and adopted.

NEW BUSINESS:

ADJOURN: Don Storer moved to adjourn, seconded by Adam Wilkin. Vote all yeas. Council adjourned at 7:53 p.m. The next scheduled meeting of the Hillsboro City Council is Thursday May 16, 2024 at 7:00 p.m. at City Hall, 130 North High Street.


Tom Eichinger, President


Whitney Aliff, Clerk

The parks committee meeting at 6 pm on 3/21/24.

In attendance were the following:

Jo Sanborn
Adam Wilkin
Don Storer
Mara Roush
Rachel Boyer
Mary Stanforth
Tom Eichinger
Jason Brown
Dawson Barreras
Justin Harsha
Bree Abbott

The meeting was called to order and the subject of the pool acquisition was discussed in length about continuing our evaluation of the viability of assuming the pool into the parks system of the city of Hillsboro. The committee decided to continue the discussion later as the pool board was having a meeting to discuss the opening of the pool for the 2024 season.

Adam Wilkin made a motion to adjourn at 6:20 pm.

Respectfully submitted by
Don Storer
Committee chair

Attachment #1

Street and Safety

Park Security/Food Vendors/Uptown Parking

Date/Time: Wednesday, April 3rd, 2024.

Venue: Council Chambers

Present: Myself, Jo Sanborn, Mary Stanforth, Tom Eichinger, Jason Brown, Justin Harsha, Brianne Abbott, Shawn Adkins, Dawson Barreras, Seth Brose, Tim Hamilton, Leah Rose, Rachelle Trefz, Mike Brault, and Josh Parker.

Subjects: Park Security – Food Vendors – Uptown Parking

Part 1: Shaffer Park

Mr. Hamilton was in attendance and was ready to present his findings on the best way to secure Shaffer Park. I asked that the committee go into Executive session, pursuant to Ohio Revised Code Section 121.22(G)(6) to discuss security arrangements for a public office. Executive Session would ensure the presentation would not directly provide the ways and means of his proposal to the public. His offer is a subscription service costing \$289.00 a month and satisfied this committee. Jo made the motion, and I seconded the motion, to bring this offer before full council.

Part 2: Food Vendors

Mobile food vendors were asked to be placed back into committee because there were some issues regarding fees that the city charges and fees that are charged during special events, such as the Highland County Fair, The Festival of the Bells, and the Farmer's Market. This committee decided that these special events should receive an exemption. This is because the vendors at these events are in town for only once a year. They pay a heavy fee to be at the events and we don't think it would be a good idea to add more fees on top of what they already must pay to serve our community at these special events. Jo made the motion, and I seconded, to bring the changes of the current legislation before full council.

Part 3: Uptown Parking

Uptown parking is an issue this committee is still researching and seeking more local information about. There was some discussion, but we decided to spend a little more time reaching out to the community before making any decisions. We will revisit this issue at the next committee meeting.

Meeting adjourned at 6:44 PM.

Respectfully submitted,

Adam Wilkin, Chair of Street and Safety.

Attachment #2