

HILLSBORO CITY COUNCIL MEETING

November 13, 2025

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 Harsha, Safety and Service Director Shawn Adkins, Law Director Hannah Bivens, Clerk Lauren Walker, Auditor Dawson Barreras, Pro-tem clerk Megan Blackburn, Chief Daniels, and Superintendent of Public Works Seth McCoy.

ROLL CALL

Dan Baucher, Jason Brown, Kathryn Hapner, Mary Stanforth, Don Storer, and Adam Wilkin were present. Greg Maurer was absent.

MOTION: Mr. Wilkin moved to excuse Mr. Maurer's absence, seconded by Ms. Stanforth. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes, Mr. Wilkin-yes. Mr. Maurer is excused.

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

MINUTES

There were no corrections to the October 16, 2025 regular council minutes. They were approved as presented.

MONTHLY REPORTS

The October monthly reports were read by title only: Income Tax Bureau, Police Department, Public Utilities (includes street, water/sewer maintenance), Treasurers, Water Meter Department, Water Office (Water/Sewer Sales), Water Treatment Plant, Code Enforcement, Auditor and Parks. No questions, no comments.

Mr. Eichinger asked Mr. Barreras if he had anything to cover. Mr. Barreras shared that he has to report the reward points accrued from credit cards twice a year. Ms. Walker will share that document with council. Mr. Barreras stated he wasn't sure how they can be used yet, but wanted to make the report to council regarding the points. The statement balance points received by the auditor showed 543,523. The points are city wide, and Mr. Barreras stated the city only has two credit cards.

PUBLIC REQUESTS

COMMUNICATIONS

- Timothy Palmer- Water/Sewer Bill
- 117 Elizabeth Drive – Water Bill
- Public Utilities Commission of Ohio – Ohio Power Company Staff Report 2025 via CD.

DISCUSSION: Mr. Eichinger shared the two outstanding water/sewer bill letters that have not been put into committee yet, will be placed into committee for further review. Ms. Walker shared that mail was received addressed to council from PUCO, the correspondence is in the form of a CD- and can be shared if anyone request to review.

CITIZEN'S COMMENTS

Jennifer Smith at 5740 Murray Road in Hillsboro and Doug Karners at 132 Northfield

Drive, both representing Weastec & Rotary to share a collaborative project called *Operation Pathway to Partnership & Harmony*. Ms. Smith shared that earlier in the year the Biotech team met with city officials to coordinate the use of land along Liberty Parks 3-mile walking trail. The goal is to transform portions of the space into a 17.5-acre wildflower field. A seed grant application was submitted, but the project was not selected for funding. Ms. Smith said it allowed for their team to build a stronger coalition of local partners, organization and community members who can come together to provide resources, labor, and support to bring the vision to life. One of the partners is the Hillsboro Rotary Club, who is reconsidering allocated funds originally designed to transform the sign at Liberty Park to supporting the seed cost. If the project goes to full scale as anticipated, it will stand as the largest pollinator garden in the state of Ohio. Ms. Smith passed out flyers. Mr. Karnes shared the Rotary's collaboration with Weastec, and asked if the city would be interested in assisting in funding the project. Mr. Karnes shared the impact it could have on tourism and outdoor recreation. Questions were asked if the request was monetary or in-kind and Ms. Smith responded that the request is monetary to secure the seeds which is approximately \$13,000. Mr. Eichinger thanked them for presenting and said it would be considered and someone will follow-up with them after the meeting.

COMMUNICATION FROM THE MAYOR

REPORT OF THE SAFETY & SERVICE DIRECTOR/HILLSBORO PLANNING COMMISSION

Safety and Service Director Mr. Adkins first introduced Seth McCoy as the new Public Works Superintendent then went on to report that there were 41 building permits, 21 commercial and 20 residential. Ms. Adkins also shared updates on Crossroads Park, parking lot construction, Harry Sauner Road paving, Rails to Trails, and ODOT Clear Creek Bridge. Private developments updates, Amazon is moving along nicely, Marriot Hotel did not receive the sales tax abatement through the Port Authority but the bonds are still moving forward, and GloFiber continues its connection throughout the city to residential houses. Mr. Adkins also reported there were no events for the month of November and Planning Commission had one rezoning request to change from Business C to Residential B. Mr. Adkins requested to put three re-zoning recommendations into the Zoning and Annexation Committee, Maple Run, Johnson Street, and East Main. Mr. Adkins read, "At this time I would like to talk about a couple of things that are going to be voted on tonight. First thing is the resolution to enter into a contract with Hannah Bivens for our law director. This resolution isn't written as an emergency but I think this needs to be passed as an emergency and I ask council to take this into consideration.

The next thing you will be voting on is the Auditors pay. I've heard from many of council if not all of council they wished this elected position had requirements to become the Auditor. We have no control over that seeing it's an elected position. The only thing we can do is make the pay enticing enough for a qualified person to be interested in running. That being said I was told by a council person not too long ago to take my personal feelings out of my decision making and vote for the position and not the person. I hope this council can take that advice tonight on this vote. The position as Auditor has the same responsibilities and liabilities on the first day they take office, as if they've had thirty years' experience. Case in point our county Auditor was just given a finding for recovery for a mistake that one of his employees made worth over \$400,000.00. If it

weren't for the insurance paying this back to the county the Auditor would have been on the hook for that- instead he only had to pay the deductible back to the county, on the insurance. Our current auditor found that city accounts only made \$89,658 in interest in 2022, after he found this, he went to the banks and change some stuff around and the interest we made on our accounts in 2023 was \$394,912. The interest he has brought to the city would more than pay for his pay increase and then some. I respectfully ask the council to really give this pay increase consideration for the passage tonight."

No questions, no comments.

REPORT OF THE COMMITTEES:

FINANCE

Mary

Stanforth, Chair

- Wage & Pay Scale review/recommendations for Elected Officials (annual review)
- Wage & Pay Scale review/recommendations for employees (annual review)
 - Meeting 10-9-2025 at 5:00pm
 - Meeting 10-16-2025 at 6:00pm

Ms. Stanforth read the 10-16-2025 meeting minutes as follows, "The Finance Committee met prior to the City Council Meeting on October 16th at 6pm. All committee members were present. City Auditor Dawson Barreras was asked to go over the city budget for 2026. He said that the city was in good shape. He said that he is currently expecting an approximate \$1.9 million carryover. After going over line items in the budget, the members thought the budget looked good and it will be recommended for its first read. The meeting was adjourned at 6:30.

Respectfully submitted,

Mary Stanforth

Finance Chair".

No questions, no comments.

Ms. Stanforth asked if she could report on the finance meeting, she had prior to tonight's council meeting. Ms. Stanforth reported, "Finance committee met prior to this council meeting at 6:45pm. Motion made by Adam Wilkin to present the budget the council, seconded by Mary Stanforth. All was in favor. Meeting was adjourned at 6:46pm."

No questions, no comments.

PARKS

Don Storer, Chair

No meeting – no questions, no comments

CIVIL SERVICE-EMPLOYEE RELATIONS

Dan Baucher, Chair

- Personal / Vacation Handbook

No meeting– no questions, no comments

STREET AND SAFETY

Adam Wilkin, Chair

- Designated Outdoor Refreshment Area (DORA)
- 3 Hour Parking

No meeting– no questions, no comments

UTILITIES

Greg Maurer, Chair

- Waste Collection
- Water Rates (annual review)
- Ordinance review; 51.076 (G), 51.078, 51.079
- Teresa Covert- Water bill

No meeting– no questions, no comments

ZONING & ANNEXATION

Jason Brown, Chair

No meeting– no questions, no comments

COMMUNITY ENHANCEMENT COMMITTEE

Kathryn Hapner, Chair

- National Fitness Campaign

No meeting – no questions, no comments

UNFINISHED BUSINESS

• PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING)

Ordinance 2025-30 An Ordinance amending section 39.35 of the codified ordinances of the City of Hillsboro pertaining to the disposition of human remains

DISCUSSION: No questions, no comments.

MOTION: Ms. Stanforth moved to approve and adopt Ordinance 2025-30, seconded by Mr. Wilkin. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes, Mr. Wilkin-yes. Ordinance 2025-30 is approved and adopted.

Ordinance 2025-31 An Ordinance to adjust compensation for non-union city employees

DISCUSSION: Mr. Brown asked if anything has been changed since it was originally presented to council or same as last month. Ms. Stanforth responded that nothing had been changed other than the part-time employee section, but that was in the legislation last time. Mr. Brown remarked, “so no true pay cap, no cap on how much raises they can give a year to an employee.” Ms. Stanforth replied no.

MOTION: Mr. Wilkin moved to approve and adopt Ordinance 2025-31, no second. Ordinance 2025-31 dies.

Ordinance 2025-32 An Ordinance to adjust the salary of the city auditor

DISCUSSION: No questions, no comments.

MOTION: Mr. Wilkin moved to approve and adopt Ordinance 2025-32, seconded by Mr. Storer. Vote: Ms. Stanforth-yes, Mr. Brown-yes, Mr. Wilkin-yes, Mr. Baucher-yes, Ms. Hapner-yes, Mr. Storer-yes. Ordinance 2025-32 is approved and adopted.

- **SECOND READING OF ORDINANCES & RESOLUTIONS**

Ordinance 2025-34 An Ordinance to waive the residency requirements of the Director of Public Service under ORC §737.01

DISCUSSION: No questions, no comments. Ordinance 2025-34 will move to a third reading.

- **FIRST READING OF ORDINANCES & RESOLUTIONS**

Ordinance 2025-37 An Ordinance expanding a Designated Outdoor Refreshment Area (DORA)

DISCUSSION: Mr. Adkins shared this ordinance will allow for the expansion of the DORA District to include all of 100 block and 200 blocks of West Beech Street, Railroad Street-including the Porch Restaurant. It was recommended by Street and Safety Committee. No questions, no comments. Ordinance 2025-37 will move to a second reading.

Ordinance 2025-38 An Ordinance to make appropriations for current expenses and other expenditures of the City of Hillsboro, State of Ohio, during the fiscal year ending December 31, 2026

DISCUSSION: Mr. Eichinger, “stated this is an appropriation so it can be voted on this evening.” No questions, no comments

MOTION: Mr. Wilkin moved to approve and adopt Ordinance 2025-38, seconded by Mr. Brown. Vote: Mr. Baucher-yes, Ms. Hapner-yes, Mr. Storer-yes, Mr. Brown-yes, Mr. Wilkin-yes, Ms. Stanforth-yes. Ordinance 2025-38 is approved and adopted.

Resolution 25-18 A Resolution authorizing and directing the Mayor of the City of Hillsboro to enter into a contract effective October 13, 2025 and continuing through October 13, 2027 with Hannah Bivens of Bivens Law, LLC for services as Law Director

DISCUSSION: Mr. Adkins repeated to council he would recommend this as emergency and asked Ms. Bivens to speak on the legislation. Ms. Bivens explained to council the timeframe under the Ohio Revised Code when there is a vacancy in an elected office, that there will be an appointment to that elected office. Ms. Bivens further explained she is not a resident of the City of Hillsboro, so she doesn’t meet the statutory requirement to fill the unelected term that was left by Ms. Worley. After discussions with the Mayor, they were unsure at that time if the central committee or any election process would produce a viable candidate. Under 733.31 section G the mayor in a temporary basis, entered into an agreement through an appointment as temporary with Ms. Bivens. Under further examination of the law because now it was determined that central committee does not have a viable candidate to appoint and no candidate available for an election to fill the unexpired term, villages have the authority to contract for law director services, and there is Ohio Attorney General opinions that state when cities are in this position, they also have the same authority. The legislation allows the city to enter into contract with Ms. Bivens for a two-year term or at such time there is a viable candidate available. The purpose of the passage by emergency is to allow council to make that determination to enter into a long-term contract – there is potential grey area’s if not passed by emergency that could arise if the contract is not passed by council that pertains to legal authority.

MOTION: Mr. Brown moved to suspend the three-reading rule for Resolution 25-18, seconded by Mr. Storer. Vote: Ms. Stanforth-yes, Mr. Storer-yes, Mr. Wilkin-yes, Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes. Resolution 25-18 three-reading rule is suspended.

MOTION: Mr. Brown moved to approve and adopt Resolution 25-18 as an emergency, seconded by Ms. Stanforth. Vote: Ms. Hapner-yes, Mr. Brown-yes, Mr. Baucher-yes, Ms. Stanforth-yes, Mr. Storer-yes, Mr. Wilkin-yes. Resolution 25-18 is approved and adopted as an emergency.

Resolution 25-19 A Resolution to adopt the 2025 version of the City of Hillsboro Policy and Procedure Manual

DISCUSSION: Mr. Adkins requested the suspension of the three-reading rule but not by an emergency for the purpose of be compliant with HB 96 by January 1st, 2026. Civil Service and Employee Relations Committee recommended the changes other than section 8.06. This section will be taken out in its entirety and replaced with a section renamed, Cybersecurity.

MOTION: Ms. Hapner moved to suspend the three-reading rule for Resolution 25-19, seconded by Mr. Brown. Vote: Mr. Wilkin-yes, Ms. Stanforth-yes, Ms. Hapner-yes, Mr. Baucher-yes, Mr. Brown-yes, Mr. Storer-yes. Resolution 25-19 three-reading rule is suspended.

MOTION: Mr. Brown moved to approve and adopt Resolution 25-19, seconded by Mr. Wilkin. Vote: Mr. Brown-yes, Mr. Wilkin-yes, Ms. Stanforth-yes, Mr. Baucher-yes, Ms. Hapner-yes, Mr. Storer-yes. Resolution 25-19 is approved and adopted.

Resolution 25-20 A Resolution adopting the City of Hillsboro, Ohio Cybersecurity Program in accordance with Ohio Revised Code Section 9.64(C), and declaring an emergency

DISCUSSION: Mr. Daniels explained to council the intent for a cybersecurity program has to be passed by local legislature by January 1, 2026. Schools and townships are June/July. The legislation is the intent to develop a cybersecurity program. Policies and specific questions cannot be answered because it is not a public record.

MOTION: Ms. Stanforth moved to suspend the three-reading rule for Resolution 25-20, seconded by Mr. Brown. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Stanforth-yes, Mr. Storer-yes, Mr. Wilkin-yes, Ms. Hapner-yes. Resolution 25-20 three-reading rule is suspended.

MOTION: Ms. Hapner moved to approve and adopt Resolution 25-20 as an emergency, seconded by Ms. Stanforth. Vote: Mr. Storer-yes, Ms. Stanforth-yes, Mr. Brown-yes, Ms. Hapner-yes, Mr. Wilkin-yes, Mr. Baucher-yes. Resolution 25-20 is approved and adopted as an emergency.

Resolution 25-21 A Resolution for the transfer of funds for fiscal year 2026

DISCUSSION: Mr. Barreras introduced the resolution as transfer legislation that is passed each year with the budget. The legislation allows the city to transfer money into line items in the budget throughout the year if needed. Not saying the funds will be transferred, but does allow them to if needed.

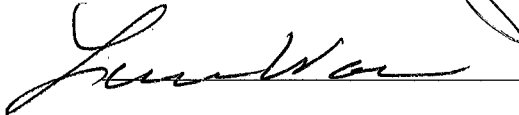
MOTION: Ms. Stanforth moved to approve and adopt Resolution 25-21, seconded by Mr. Storer. Vote: Mr. Baucher-yes, Mr. Storer-yes, Mr. Wilkin-yes, Mr. Brown-yes, Ms. Hapner-yes, Mr. Stanforth-yes. Resolution 25-21 is approved and adopted.

NEW BUSINESS:

ADJOURN

Council adjourned at 7:32pm. The next scheduled meeting of the Hillsboro City Council is Thursday December 11, 2025 at 7:00p.m. at City Hall, 130 N High Street, 2nd floor.

 Tom Eichinger, President

 Lauren Walker, Clerk