

**HILLSBORO CITY COUNCIL MEETING****December 11, 2025**

At 7:01 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, and Don Storer were present. Greg Maurer and Adam Wilkin was absent.

**MOTION:** Ms. Stanforth moved to excuse Mr. Maurer and Mr. Wilkins absence, seconded by Mr. Storer. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes. Mr. Maurer and Mr. Wilkin are excused.

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

**MINUTES**

There were no corrections to the November 13, 2025 regular council minutes. They were approved as presented.

**MONTHLY REPORTS**

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

Mr. Barreras stated the projected carryover is approximately \$2.4million. No questions, no comments.

**PUBLIC REQUESTS****COMMUNICATIONS****CITIZEN'S COMMENTS****COMMUNICATION FROM THE MAYOR**

Mr. Harsha thanked the council members whose terms are ending for their service and welcomed new members and wished all a Merry Christmas and Happy New Year.

**REPORT OF THE SAFETY & SERVICE DIRECTOR/HILLSBORO PLANNING COMMISSION**

Mr. Adkins reported there were 22 building permits for the month of November, 12 commercial and 10 residential. He updated council on Crossroads Park, Rails to Trails and ODOT Bridge project, including that the Crossroads Park is moving dirt and installing underground infrastructure, Rails to Trails starting once we have better weather, and ODOT is continuing on bridge. Mr. Adkins also provided updates on private developments of the city, events, and planning commission had approved 1 conditional use permit. Mr. Adkins asked council President to consider putting a project into the

Street and Safety Committee and Finance Committee. The project is named 73/Fenner Intersection Reconstruction and administration would like to see this project move forward in 2026. Mr. Adkins provided details of the project including originally it was being applied for as a grant but found it was cost prohibitive to proceed in that manor and the project was designed and estimated by in-house engineer. The project is currently not budgeted for. No questions, no comments.

**REPORT OF THE STANDING 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 11-13-2025 at 6:45pm

Mary read, "The Finance Committee met prior to the November Council meeting at 6:45 in the conference room. Committee members Adam Wilkin and Mary Stanforth were present. Adam made a motion to send the 2026 budget to council for approval and I seconded. Adam made a motion to adjourn at 6:46.

Respectfully submitted,

Mary Stanforth

Finance Chair"

No questions, no comments.

**PARKS**

Don Storer, Chair

**CIVIL SERVICE-EMPLOYEE RELATIONS**

Dan Baucher, Chair

**STREET AND SAFETY**

Adam Wilkin, Chair

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

**UTILITIES**

Greg Maurer, Chair

- Waste Collection
- Water Rates (annual review)
- Ordinance review; 51.076 (G), 51.078, 51.079
- Teresa Covert – Water Bill
- Timothy Palmer – Water/Sewer bill
- 117 Elizabeth Drive – Water bill

**ZONING & ANNEXATION**

Jason Brown, Chair

- Maple Run Drive re-zone
- Wellston Street re-zone
- East Main Street re-zone
  - Meeting 12-4-2025 at 5:00pm

Mr. Brown read, “

The Zoning and Annexation Committee met on Thursday December 4th at 5pm in the council chambers. Present were Committee Members Mary Stanforth and myself, as well as Steve Thompson, Dallas Puckett, and Planning Commission chair Rob Holt.

The first item of discussion was the rezoning of the Maple Run subdivision. Mr. Holt pointed out that the front part of the area is zoned A but the back of it is zoned commercial C even though everything is residential, so he recommended the entire area be changed to A zoning.

The second item for discussion was rezoning parcel #'s 25-54-001-027.00 & 25-54-001-028.00. Mr. Holt stated that these two parcels are zoned commercial C but everything around the properties is zoned B and recommended changing them to B.

The final topic of discussion was rezoning of The Thompson Funeral Home properties from A to B. Mr. Holt stated that the entire area around these properties will potentially be changed from A to B in the near future when a new GIS system gets implemented. It was asked to make the individual change to the Thompson properties now to help them get started on a future project, and also asked if it could be declared an emergency as they will still have to have a variance and public hearing after the rezoning takes place.

On all three items as well as the emergency request Mary made a motion and I seconded. The meeting was adjourned at 5:28pm.

Respectfully

Jason Brown

Zoning and Annexation Committee Chair.”

#### **COMMUNITY ENHANCEMENT COMMITTEE**

Kathryn Hapner, Chair

- National Fitness Campaign

#### **UNFINISHED BUSINESS**

##### **• PASSAGE OF ORDINANCES & RESOLUTIONS (THIRD READING)**

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

**MOTION:** Mr. Brown moved to approve and adopt Ordinance 2025-34, seconded by Mr. Storer. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes. Ordinance 2025-34 is approved and adopted.

##### **• SECOND READING OF ORDINANCES & RESOLUTIONS**

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

**DISCUSSION:** No questions, no comments. Ordinance 2025-37 will move to a third-reading.

##### **• FIRST READING OF ORDINANCES & RESOLUTIONS**

Ordinance 2025-39 An Ordinance making supplemental appropriations for the City of

Hillsboro, Highland County, Ohio

**DISCUSSION:** Mr. Barreras explained this legislation would allow for them to make loan payments to OWDA. These are newer loans and didn't have amortization schedule until after budget was created. No questions, no comments.

**MOTION:** Mr. Storer moved to approve and adopt Ordinance 2025-39, seconded by Ms. Stanforth. Vote: Mr. Brown-yes, Mr. Baucher-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes. Ordinance 2025-39 is approved and adopted.

Ordinance 2025-40 An Ordinance to change the zoning classification of certain parcels and modify the zoning map

**DISCUSSION:** Mr. Adkins first asked for clarification on which zonings they were asking for emergency. Mr. Brown stated it is for Ordinance 2025-41. Mr. Adkins stated this legislation would allow to a developer to build new residential homes to match what is already in the area. No questions, no comments. Ordinance 2025-40 will move to a second reading.

Ordinance 2025-41 An Ordinance to change the zoning classification of certain parcels and modify the zoning map

**DISCUSSION:** Mr. Adkins stated this zoning change would allow a funeral home to construct a crematory. Clarification on needed a public hearing prior to adoption was discussed, and if council chooses to adopt by emergency, it would be at its second reading. Ordinance 2025-41 will move to a second reading.

Ordinance 2025-42 An Ordinance to change the zoning classification of certain parcels and modify the zoning map

**DISCUSSION:** Mr. Adkins stated this zoning would allow the parcels to match the existing use in the area. No questions, no comments. Ordinance 2025-42 will move to a second reading.

Resolution 25-22 A Resolution adopting ACH and Vendor Accounts Policies for the City of Hillsboro, and declaring an emergency

**DISCUSSION:** Mr. Eichinger stated this legislation is requesting an emergency. Due to lack of council members needed to suspend the three-reading rule. Mr. Barreras clarified this is a new requirement by state and to prevent cyber-crime. Mr. Barreras added this is a policy to prevent fraud. Dates will be updated in Ordinance and exhibit to the special council meeting date.

Resolution 25-23 A Resolution adopting Federal Grants Compliance Policies for the City of Hillsboro, and declaring an emergency

**DISCUSSION:** Mr. Barreras stated this policy must in place to adhere to state policies when dealing with federal grants. No questions, no comments.

Ordinance 2025-43 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

**DISCUSSION:** Mr. Barreras state this legislation allows for adjustment in wages due to shift in positions with new SSD, Public Works Superintendent and payout of old SSD. There were not enough funds in the line items, appropriating these funds will cover the changes. Mr. Brown asked if the old SSD was still being paid. Mr. Barreras said no it was

a payout for sick leave, etc.

**MOTION:** Mr. Brown moved to approve and adopt Ordinance 2025-43, seconded by Mr. Storer. Vote: Mr. Baucher-yes, Ms. Stanforth-yes, Mr. Storer-yes, Mr. Brown-yes, Ms. Hapner-yes. Ordinance 2025-43 is approved and adopted.

Ordinance 2025-44 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

**DISCUSSION:** Mr. Barreras explained this legislation would allow for the same thing as previous Ordinance, but different line item.

**MOTION:** Ms. Stanforth moved to approve and adopt Ordinance 2025-44, seconded by Mr. Storer. Vote: Ms. Stanforth-yes, Mr. Storer-yes, Ms. Hapner-yes, Mr. Brown-yes, Mr. Baucher-yes. Ordinance 2025-44 is approved and adopted.

Ordinance 2025-45 An Ordinance making supplemental appropriations for the City of Hillsboro, Highland County, Ohio

**DISCUSSION:** Mr. Barreras explained this legislation would allow to increase funds in the healthcare line item, due to some employees taking insurance in the middle of the year. This was due to spousal coverage lost.

**MOTION:** Mr. Brown moved to approve and adopt Ordinance 2025-45, seconded by Mr. Storer. Vote: Mr. Baucher-yes, Mr. Brown-yes, Ms. Hapner-yes, Ms. Stanforth-yes, Mr. Storer-yes. Ordinance 2025-45 is approved and adopted.

Resolution 25-24 A Resolution approving a "Then and Now" certification by the City Auditor, pursuant to R.C. 5705.41(D)(1), for the payment of Rumpke, and declaring an emergency

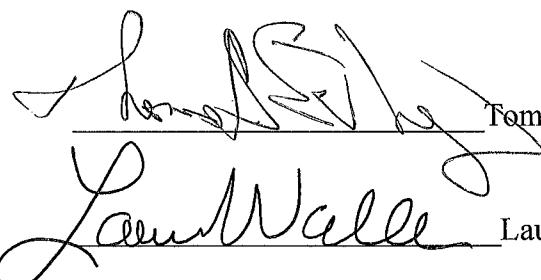
**DISCUSSION:** This will be included in the upcoming special meeting.

#### **NEW BUSINESS:**

Mr. Eichinger thanked the outgoing council members for their help and attention to details with council, and thanked Ms. Walker for clerk duties. Ms. Walker will be clerk-pro tem and Ms. Blackburn will take over the clerkship next month.

#### **ADJOURN**

Mr. Storer moved to adjourn, seconded by Ms. Stanforth. Council adjourned at 7:23pm. The next scheduled meeting of the Hillsboro City Council is Thursday January 15, 2026 at 7:00p.m. at City Hall, 130 N High Street, 2<sup>nd</sup> floor.



Tom Eichinger, President

Lauren Walker, Clerk